

ADDENDUM NO. 1
Answers to Written Questions
06/13/2018
REQUEST FOR PROPOSAL
No. 2019-SSO-126
Physical Therapists (PT)

Central Consolidated School is issuing this addendum to Request for Proposal No.2019-SSO-126, Physical Therapist for the purpose of response to written questions.

ACKNOWLEDGE ADDENDUM WITH RFP Proposal:

Company/Firm/Independent Contractor Name

Signature

Date:

QUESTIONS:

PUBLIC PURCHASE QUESTIONS:

1. Will this be a single or multi-award?
Single Award
2. Are you satisfied with your current provider of services?
Yes
3. What would like to see with the awarded vendor and our approach to the requested services?
The capacity to staff the position locally and consistently.
4. How many hours were utilized in 2017?
1,328 hours.

5. How much money in 2017 was spent on PT services?
\$104,803
6. How many hours of PT services do you anticipate for the contract?
1,328 hours
7. Which agencies are you using the most on the current contract?
Suzanne Wesermeyer-Ortiz
8. What is the annual spend that is projected for the contract? How will it be divided per year?
\$104,803 – Single PT
9. What rates do those agencies charge for PT services?
\$72/hour
10. What agencies do you currently use PT Services?
Suzanne Wesermeyer-Ortiz
11. How many positions or therapy hours do you anticipate will need to be filled under this contract PT services?
1 position. 2,137.50 therapy hours (7.50 hours/day), which includes contact service, report writing, required professional development, and travel between schools
12. What was the typical duration of contracted services in the last school year?
Typical duration = 185 school days
13. What are the total weekly work hours for therapists in the district?
37.50 hours/week
14. What are the contracted bill rates for these services under the current contract?
\$72.00/hr is the rate we contracted this past school year.
15. Has the district considered teletherapy as an option under this contract? Has the district used teletherapy in the past?
Physical Therapist is a contact service. Teletherapy is not an option
16. Will the district accept PTAs under this contract?
No PTA's.
17. Does the district accept a price range to accommodate the experience of our clinicians for the proposed bill rate or should the proposed bill rate be a fixed flat rate
A price range is acceptable.
18. Do you require vendors to guarantee the provision of therapy services, or is it understood that vendors will begin recruiting on a best effort basis upon contract award?
Vendors will begin recruiting based on contract award.

19. Do you anticipate awarding to one or multiple vendors? If multiple, how many?
Since we are looking for 1 Physical Therapist, we will award to one vendor
20. How many schools are typically on a PT caseload?
It varies by student needs. The district has 17 schools
21. Question: Is the PT expected to travel between schools to provide services?
Yes.
22. Would the district pay for mileage traveling between school campuses on the same day? If so, what will the district IRS Standard Rate?
The district will pay mileage at 0.40/mile between schools.
23. What information does Central Consolidated Schools need/require for us to ensure our financial conditions?
The district requires NM licensures & certifications, Medicaid NPI# prior to initiating a contract. District does not guarantee 37.50 hours/week; Hours are based on caseloads.
24. Should the awarded agency provide satisfactory performance for the remainder of the school year, would they be offered a contract renewal for the following year, or would it go back out for bid?
Yes. A contract may be renewed based on performance at the end of the year.
25. Is Minority Business/Participation commitment required?
No.
26. What is the expenditure available or projected for this RFP contract?
Contract amount is based on rates provided per proposal/bid
27. Do you require resumes to be sent with the RFP or is it acceptable to provide resumes once awarded and the needs are presented?
Resumes are acceptable once a vendor is awarded.
28. Have the current providers met your needs for Physical Therapy Services?
Yes
29. What are the names of your current vendors providing Physical Therapy Services to the district?
Susan Wesemeyer-Ortiz
30. What are the current bill rates for each of the vendors providing Physical Therapy Services to the district?
\$72/hr

31. What are the total numbers of contracted Physical Therapists providing services in the district during the 2017-2018 school year?
1
32. What was the annual expenditure for all services during the 2017-2018 school year?
\$104,803
33. Approximately how many Physical Therapists does the district anticipate needing for the upcoming school year?
1
34. Will these positions be full-time or part-time?
Full Time
35. Will each company awarded a contract have an equal opportunity to provide candidates for open positions, or will the companies with the lowest bill rates get first opportunity to place candidates?
Yes. Each company awarded will have an equal opportunity to provide a candidate. Awardees will be considered based on cost and quality of service history
36. Does the district reimburse the contracting company separately for mileage for travel between school sites?
Mileage is paid between sites at \$0.40/mile and vendor will include it on their bill or sometimes vendors bill separately.
37. Is the travel time and mileage from school to school billable?
Yes
38. Does the district provide computers for contracted employees?
No. Vendors should provide their own computer/laptop. IF there are computers/laptops available after distribution to teachers, EA's, and students, then a computer/laptop can be assigned to a provider.
39. Does the district provide the assessments and materials to be used for evaluations and treatment services?
Yes
40. What's the typical caseload for therapists?
Varies year to year based on students identified with IEP's.
41. How many schools are typically on a therapist's caseload?
16
42. Does the district provide necessary training sessions and orientations, i.e. Medicaid training, that are needed in order for the contracted employees to do their jobs effectively and meet the job expectations?

Yes

43. What is the district's policy on allowing contracted clinicians to switch companies, from one awarded vendor to another? Would the district allow them to switch during the school year or only at the beginning of a new school year?

The district has a 30-day policy for a clinician/awarded vendor to leave our district, which allows the district ample time to find a replacement. Clinicians switching from one awarded vendor to another, is between the awarded vendors involved. However, the 30-day notification to the district is still enforced.

44. Will the district consider phone interviews for candidates that are not in the area?

Yes

45. Can the requested/required background check can be completed after the contract is awarded; per page 13 of the RFP for Physical Therapy Services, under the technical specifications section a background check is requested.

Yes, we let people do their background here; however, they paid the fee.