

ADDENDUM NO. 1
Answers to Written Questions
06/13/2017
REQUEST FOR PROPOSAL
No. 2018-EPO-123
Occupational Therapists (OT) /
Certified Occupational Therapist Assistants (COTA)

Central Consolidated School is issuing this addendum to Request for Proposal No.2018-EPO-123, Occupational Therapists (OT) / Certified Occupational Therapist Assistants (COTA) for the purpose of response to written questions.

ACKNOWLEDGE ADDENDUM WITH RFP Proposal:

Company/Firm/Independent Contractor Name

Signature

Date:

Questions / Answers

1. Have the current providers met your needs for Occupational Services?
YES
2. What are the names of your current vendors providing Occupational Services to the district?
For 1617 – We utilized Cooperative Educational Services (CES) and Ardor Health and Soliant Health
3. What are the current bill rates for each of the vendors providing Occupational Services to the district?
**OT - CES - \$62.03/hour
OT - Soliant - \$67/hour
COTA - Ardor – \$55/hour**
4. What are the total numbers of contracted Occupational Therapists providing services in the district during the 2017-2018 school year?
**3
2 (OT) and 1(COTA)**
5. How many Occupational Therapists have each of your vendors provided to the district during the 2017-2018 school year?
**0
For 2016/2017 – 1 provider from each vendor**
6. What was the annual expenditure for all services during the 2017-2018 school year?
**17/18 – 0
16/17 – \$248,729.38**
7. Approximately how many Occupational Therapists does the district anticipate needing for the upcoming school year?
3
8. Will these positions be full-time or part-time?
On an as needed basis, full time
9. 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?
Depending on cost and quality of candidacy meeting the qualification requirements prior to placement.
10. Does the district reimburse the contracting company separately for mileage for travel between school sites?
No. Mileage at 0.40cents/mile will be added to the contract based on where the provider will be assigned
11. Is the travel time and mileage from school to school billable?
Yes
12. Does the district provide computers for contracted employees?
Yes depending on availability.
13. Does the district provide the assessments and materials to be used for evaluations and treatment services?

Under the SCOPE OF WORK in the RFP it reads: “Contract provider will supply all necessary evaluation and diagnostic instruments, including tools and protocols. The provider will refer students for further testing as needed.”

14. Does the district provide an orientation?

Yes

15. Are your payment terms 30 days, 45 days, etc.? If not, what are the payment terms?

30 days

16. What's the typical caseload for therapists?

Caseloads vary depending on individual IEP's assessment and needs.

17. How many schools are typically on a therapist's caseload?

We have 16 schools. Caseloads will vary.

18. Does the district provide necessary training sessions, i.e. Medicaid training, that are needed in order for the contracted employees to do their jobs effectively and meet the job expectations?

Page 11: “Expenses and financial compensation for ongoing professional development training for contractor personnel will be the responsibility of the contractor. Any training related to district policy changes or in –district compliance measures, the district may compensate for certain accommodations in form of registration, mileage, hourly rates, and lodging.”

19. Does the district use an on-line IEP system? If yes, which one?

The District uses the TieNet system.

20. 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?

Breach of contract that may occur would depend and vary upon case of case situations. Normally some contractors allow 30 day notice with immediate replacement. Each contractor has responded differently.

21. Will the district consider phone IVs for candidates that are not in the area?

Yes, with candidates that meets our credential criteria's.