

	<p align="center">GUILFORD COUNTY SCHOOLS</p> <p align="center">Request for Proposals EC PreK Assessments Speech/Language Services and Psychological Services</p> <p align="center">Purchasing Department 501 W. Washington Street Greensboro, NC 27401</p>
<p>Direct all inquiries to:</p>	<p>Addendum I: 6617</p>
<p>Velicia Moore</p>	<p>Proposal due date: March 12, 2024</p>
<p>gaddyv@gcsnc.com 336.370.3240</p>	<p>Commodity: speech/language and psychological evaluation and assessment services specifically for 3–5-year-olds</p>

NOTICE TO BIDDERS

Please be advised that this document serves as Addendum 1 to the RFP 6617 EC Pre-K Assessments. The following update by Guilford County Schools (GCS), please see below.

1. Regarding Section 5.0 Performance Requirement/Specifications: 1. Can you please confirm if we, as the provider for SLP and Psychological services be responsible for billing Medicaid for our reimbursement or will our staff be responsible for billing Medicaid on behalf of the GCS?
 - a. At this time, contracted vendor staff bill Medicaid on behalf of GCS. Consultants/vendors are not permitted to bill Medicaid on their own behalf.

2. RFP Section, Page Number Performance Requirements, pages 5-7: Page 5 reads: "Complete state and county required paperwork and procedures, including filing for Medicaid reimbursement; Page 7 reads: "Consultant is not authorized to apply for reimbursement on its own behalf." Are vendors required to bill Medicaid, insurance, or any other third-party directly for any services rendered?
 - a. At this time, contracted vendor staff bill Medicaid on behalf of GCS. Consultants/vendors are not permitted to bill Medicaid on their own behalf.

3. General Conditions, page 6: Reads "The length of the contract shall be for the current fiscal year to begin July 1, 2023, and end August 30, 2024 with the option to renew for two (2) additional one-year periods upon mutual agreement from both parties, to begin July 1, 2024." Are these dates correct? If not, is the contract start date July 1, 2024?
 - a. The dates are correct but the actual start date for the current fiscal year would be contingent on how quickly a contract can be established and finalized.

Which vendors are currently providing the services requested?

 - a. GCS does not currently contract with anyone for the services requested in this RFP.

What rates are you paying each vendor?

 - a. GCS does not currently contract with anyone for the services requested in this RFP.

Does the District have preferred assessment tools?

 - a. Speech-language pathology: DAYC-2 Communication, PLS-5, GFTA-3 are used most often.

- b. Psychology: Bayley Scales of Infant Toddler Development, Differential Ability Scales 2, Developmental Assessment of Young Children 2, Bracken Receptive 4th Edition, Bracken Expressive,

Will the District provide assessment tools?

- a. The district will provide assessments and protocols for speech-language testing. The district will provide protocols for psychological/educational testing, but the contracted psychologist will need to provide their own test kits.
- b. In addition to psychological/educational testing, Psychologists would be responsible for completing the adaptive behavior assessment, the social-emotional assessment, and Autism assessments when needed.

Approximately how many assessments are needed?

- a. Two to three evaluations per week on average.

- 4. 1.0 PURPOSE AND BACKGROUND, page 2: What is the anticipated number of full-time and part time positions? Who are the current vendors providing services? Are your current vendors meeting your needs? What are the current hourly bill rates for vendors providing similar services?
 - a. GCS anticipates needing up to two school psychologist positions and 1 SLP position at this time. There may be a potential to add more positions at a later date.
GCS does not currently contract with anyone for the services requested in this RFP.
- 5. REVIEW AND AWARD, Page 5: Will the district accept and consider submissions from staffing agencies? Is the vendor expected to have a clinic or local office?
 - a. Yes, the district will accept and consider submissions from staffing agencies. The vendor is not expected to have a clinic or local office.
- 6. EVALUATION CRITERIA, Page 5: Do you require resumes and license verifications of potential contracted candidates to be included in our submission? If so, can we provide sample resumes with personal information redacted?
 - a. No, GCS not require resumes and license verifications of potential contracted candidates to be included in the submission. However, if awarded a contract, resumes and license verifications of potential contracted candidates must be reviewed prior to personnel assignment to GCS.
- 7. Performance Requirement/Specifications, Page 5: Is the district open to utilizing Clinical Fellows? If so, are we required to provide supervision? Is the district open to the using teletherapy?
 - a. Not at this time.
- 8. General Requirements (#5), page 6: Does the district have a cap on the hourly rate for these services? Will the district accept a rate range or a flat rate (i.e. - \$75-80/hr. versus \$75/hr.)?
 - a. The hourly rate for services will be determined at a later date if contract is awarded to a consultant/vendor.
- 9. Insurance, page 3; General Requirements (#7), page 6: Does the district expect the vendor to provide a custom certificate of insurance outlined with the specifications in this section upon submission with our proposal? Or can that be provided upon award instead?
 - a. With the proposal
- 10. RFP Section 4.0, Page number 5: What is the anticipated award date? How will vendors be notified of award?

- a. Via the issuing department after the review period.
11. RFP Section 5.0, Page number 6: Will assigned therapists have access to therapy materials, supplies, equipment, evaluation kits, and protocols provided by your schools? Will assigned therapists have access to computers/laptops and printers provided by your schools? Is the district looking for these services “as needed” or if there are full time positions available?
- a. See response to questions 3, 4, and 21.
12. Can the district please list any current incumbent vendor(s).
- a. GCS does not currently contract with anyone for the services requested in this RFP.
13. Can the district please list the current bill rates for contracts in place for these services? (School Psychologists/psych services providers and SLP’s).
- a. GCS does not currently contract with anyone for the services requested in this RFP.
14. Can the district please clarify how needs for vendor supplied contractors will be disseminated to awardees post award?
- a. Communication for the awarded contract vendors will flow through the Office of Exceptional Children and the EC PreK administrators.
15. When is the estimated contract award date, and how will the district communicate award status to vendors?
- a. These contracts will be for the 24-25 fiscal and will be dependent upon issuance from the department
16. How many vendors does the district expect to award a contract to for the services requested in this solicitation?
- a. There is no pre-determined expectation for the number of awards that will be given and is dependent on the capacity of each vendor.
17. Will all vendors be utilizing the same bill rates for contract services, or will each vendor’s proposed rates be reviewed and utilized if awarded?
- a. Rates will be subject to contract negotiations.
18. What is the expected number of full-time, vendor supplied staff needed during the 2024-25 SY for these services? (School Psychologists/psych service providers and SLP’s)
- a. See response to question 4.
19. How many full-time, vendor supplied staff were utilized during the 2022-23 SY for these services? (School Psychologists/psych service providers and SLP’s)
- a. GCS does not currently (nor has in the past) contract with anyone for the services requested in this RFP.
20. Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied (School Psychologists/psych service providers and SLP’s) utilized during the 2022-23 SY?
- a. GCS did not contract with anyone for the services requested in this RFP during the 2022-23 SY.

21. Can the district please describe the supplies and materials that contracted providers will have access to in the district? (Wi-Fi, computer access, testing material, office supplies, etc.)?
- a. Computer access, Wi-Fi, assessments (SLPs only), protocols, office supplies, (shared) desk space.
22. What travel between schools is expected for these providers?
- a. Most providers will remain at the EC Prek office on a daily basis for this work. However, there may be limited travel required throughout the community to complete student evaluations in other settings.
 - b. GCS does not compensate contracted staff separately, or in addition to, contracted hourly rates. It is the responsibility of the vendor to include any travel-related expenses in their hourly contracted rate.
23. What are the district expectations of contract providers to assist in Medicaid reimbursement documentation services?
- a. See response to questions 1 and 2.
24. Will the district accept Speech Language Pathologists during their Clinical Fellowship Year (CFY), and if so, will the district provide supervisory services?
- a. See response to question 8.
25. Can the district please clarify the maximum weekly allowable hours approved for providers requested in this solicitation?
- a. Contracted staff will work a maximum of 37.5 hour per week unless agreed to in writing between GCS and vendor prior to a work week.
26. Will the district accept digital proposal submissions?
- a. See BID SUBMITTAL in the RFP document.
27. Will the district accept contract exceptions?
- a. We haven't submitted a contract yet so I'm not sure what exceptions and what contract is being mentioned.
28. What is the district's expectation for supervision and oversight of vendor supplied staff?
- a. The consultant/vendor is responsible for the supervision and oversight of vendor supplied staff. GCS will collaborate with vendors regarding any staff concerns.
29. What is the vendor's expectation for emergency coverage, in the event of vendor supplied staff being unable to attend work? (i.e sick day)
- a. Student evaluations and meetings with families are often scheduled months/weeks in advance and follow a strict schedule for completion. It would be advantageous for a vendor to have back-up staff available to fill-in for others who may be out.
30. Will all of the services provided be full-time (37.5 hours) services?
- a. Yes.
31. Will vendor supplied staff be asked to work after-hours, weekends, or holidays?

- a. Flexibility in working 37.5 hours per week may be requested on behalf of GCS in order to facilitate a family's schedule. Staff will follow the school calendar for holidays.
32. Does the district require M/W/SBE subcontractors from prime suppliers?
- a. The District looks for any minority participation that a prime can delegate to.
33. What is the district's expectation for Prime suppliers spending amount with M/W/SBE subcontracts (is there a minimum percentage required)?
- a. Our goal is 12.46% understanding that it may or not be met depending on the service
34. Will the district accept virtual SLPs?
- a. Not as a part of this RFP.
35. Will the district consider using MSP services?
- a. Not as a part of this RFP.