

Questions for RFP #251-25-1 – 1:1 Nursing Services

Reference	Vendor Question	Answers
		Disclaimer: Some answers provided are based on the 2023-2024 contract requirements. These could change for the new school year.
	We submitted a bid for this exact proposal last year. Has it been awarded? Why is there another solicitation?	All agencies whose bids were accepted last year received an email explaining that they could extend their bid for the following year if they choose to. Contact Petra Gooding if you would like to extend your agency's bid.
	Has anything changed since the last solicitation?	<p>Yes, there are some changes the RFP:</p> <p>The Nursing Agency will provide:</p> <ul style="list-style-type: none"> ● Include in the RFP bid the names of agency therapists (should say nurses) who are interested in returning to contract-based work with WCPSS. ● Monthly invoices with a unique invoice number along with copies of timesheets ● Invoices that are revised and submitted anew should have the original invoice number with a marker indicating a revision (i.e. for the original invoice #244874, revised version would be #244874-R) ● Daily nursing notes (including shift start and stop times) which will be critical for distinguishing between school hours and at home nursing care ● Prompt notice of any gaps in nursing service over 2 days, preferably via email <p>Details of the contract and the required components may also change each year as well.</p>
	How many full-time employees do you anticipate needing for the year?	WCPSS will need roughly 5 to 10 additional nurses over the 24-25 school year.
	Is there a current incumbent?	There are several incumbents.
	Is there a budget allocated for this RFP?	The budget is defined by the need.
	Are there current labor rates the current incumbent is charging you can share?	See table at the end of this document.

General	How many students require 1:1 assistance in this contract? Please specify.	WCPSS will need roughly 5 to 10 additional nurses over the 24-25 school year.
General	What is the estimated duration for the nurse's presence each day, from student pick-up to drop-off?	The day ranges from 7.5 hours to 8.5 hours on average depending on the mode of transportation and the length of the trip.
General	How many students are currently getting services under the current contract?	WCPSS has roughly 27 students requiring 1:1 nursing care.
General	What is the current value of the ongoing contract for each contractor providing the services?	Information not available at this time.
General	Please provide the total number of temporary staff on the current assignment. Provide the job classification of each worker, the vendor assigning the temporary employee, and the pay/bill rate for the temporary employee.	See table at the end of this document.
General	Will this be a single award or multiple award?	Multiple.
General	Please provide a copy of the proposal of all current vendors providing temporary staffing, including rate/cost sheets.	Proposals are not available. See table at the end of this document.
General	What is the average length of the assignment?	WCPSS looks to maintain the same nurse for as long as the assignment is a good fit for both student and nurse. Some nurses serve the same students for years.
General	Is it mandatory to have a local office?	No.
General	Is there any preference for the local vendor while evaluating the proposal?	No.
General	Do we need to submit the Certificate of Insurance and Business License with the proposal?	No. Those will be requested if awarded.
General	Kindly provide a specific list of attachments and documentation required to be submitted with the proposal to avoid compliance issues.	Please see the instructions in the RFP.
General	Is it mandatory to utilize a subcontractor? If yes, please define subcontracting goals	No.
General	Kindly clarify if we need to submit only 1 original, 1 photocopy, and 1 USB of the proposal.	That is correct.
General	Can we submit technical and cost proposals in one file?	Yes.
General	Do we need to submit sample resumes with the proposal?	Yes.
General	Do we need to provide any equipment?	Yes. Provider's medical professional will bring all appropriate equipment, medications, and supplies <u>necessary</u>

		to provide care and will secure those items appropriately within the classroom and during transportation.
General	Will the lowest bidder be awarded?	Not necessarily. WCPSS uses a rubric that includes hourly rate.
General	Will there be any advantage to minorities, WOMEN, SMALL BUSINESS while evaluating the proposal?	No.
General	Please define the exact technical proposal format along with a checklist of the forms/attachments required.	Please see the "Required Submittals" section on page 7 of the RFP.
Section: Qualifications, cost proposal, and required submittals Page 6	Do we need to provide answers only for qualifications, cost proposal, and required submittals to be compliant?	Please see the "Required Submittals" section on page 7 of the RFP.
Minority, women, small business enterprise information, Page 15	If a firm is not MINORITY, WOMEN, SMALL BUSINESS can we write N/A on this form or is it mandatory to take a subcontractor to suffice this requirement?	It is not mandatory to use subcontractors,
Attachment: A - Vendor Information Sheet – Page 14	Can we use "N/A" for items listed on Page 14? Additionally, please provide information regarding DOT # and MC License #.	Yes. DOT # and MC License # do not apply to this RFP.
Attachment: A - Vendor Information Sheet – Page 14	Kindly confirm what we need to provide under Insurance Contact: and Phone. Do we need to provide our insurance agent details?	Yes.
Attachment: C - Identification of Historically Underutilized Business Participation Sub-Contractors – Page 16	If we are a self-certified HUB vendor, can we perform the work ourselves and include our details in the provided form along with our HUB Certification letter?	Yes.
	Can you please share approximately how many positions have gone unfilled during this school year due to vendors unable to fill the jobs (an approximate percentage would be sufficient)?	During the 23-24 school year, all students have received services. Only a few students have not received their full coverage due to issues with their nurse's availability.
	Were the rates established for the current contract sufficient to full all open jobs?	Yes.
	Did Wake County receive feedback from the current vendors indicating that the rates posed a challenge?	No.
	Can you please list any Staffing challenges or deficiencies that Wake County Public Schools may have experienced with this current contract?	Some nurse's schedules changed mid-year such that they could no longer provide services 5 days a week. The agencies failed to alert WCPSS to these changes which caused multiple issues.
	What is the expectation, in terms of length of time, to have someone start, from job order sent to vendor to caregiver	If the agency has a current contract with WCPSS, the background check is typically the only possible source of delay (3 to 7 days). However, if the agency does not have a

	starting? Also, has this expectation been met on the current contract?	current contract in place, the contract can take up to a month or more, especially if it requires approval by the Board of Education.
Scope of Work, p. 6 Price Adjustments, p. 10	Will Wake County Schools allow for price adjustments during the contract period or upon renewal?	Mid-year price adjustments are not permitted. Beginning of year price adjustments must be submitted on a new bid.
Scope of Work, pp. 5-6	Will the district accept pricing for CNA and/or PCA services?	No.
Scope of Work, pp. 5-6	Will the district accept separate hourly rates for RN and RN Supervisor roles?	No.
Background and Project Objectives, p. 5	Are you currently working with any agencies providing 1:1 Nursing services to your District? If yes, will you share the names and rates of your current agencies?	See table at the end of this document.
Background and Project Objectives, p. 5	Have these vendors been able to meet all of your 1:1 nursing needs?	Yes, with the exception of some nurses whose schedules changed to less than full time.
Vendor Responsibilities, p. 6	Do you require that nurses resumes and/or licensure be submitted with the proposal or presented to the district after award?	Resumes are required for a candidate's consideration upon award. Licensure is to be provided upon request.
Vendor Responsibilities, p. 6	Does the district provide PPE for contracted nurses?	No. Provider's medical professional will bring all appropriate equipment, medications, and supplies necessary to provide care and will secure those items appropriately within the classroom and during transportation.
Vendor Responsibilities, p. 6	Does the district provide all medications, equipment, supplies, etc.?	No. See above.
Vendor Responsibilities, p. 6	Is the contracting agency able to bill for both direct and indirect treatment time (paperwork, meeting, teacher consultations, etc.).	Billable time includes transportation with the child to/from school, on duty school hours, and "hand off" of patient care to parent at the end of the day. Additional time must be pre-approved by the Director or Senior Director of Related Services.
Vendor Responsibilities, p. 6	Does nursing staff work on teacher workdays and professional development days?	No. Nurses only work on days that students are in attendance.
Vendor Responsibilities, p. 6	Will the district allow nurses to bill for a minimum of 2 hours for coverage when a student is absent without 24-hour notice?	Information not available at this time.
Vendor Responsibilities, p. 6	Is the vendor expected to provide substitute nurse(s) when the assigned nurse is absent?	Ideally, the agency would provide a substitute nurse if the assigned nurse is out for a prolonged period of time. Otherwise, WCPSS will request staffing from other agencies.

Proposal Questions, p. 3	Are vendors required to acknowledge and/or include any Addendum in their response to this RFP?	Please see the "Required Submittals" section on page 7 of the RFP.
	How many LPNs/RNs are needed?	Approximately 5-10 additional nurses (LPNs) will be needed during the 24-25 school year.
	Approximately how many annual hours are expected to be filled?	Based on 180 days, 8 hours per day, each nurse could work around 1,440 hours during the upcoming school year.
	What regions do the personnel have to reside in?	N/A
General	Is there a maximum radius or area in which personnel have to commute?	No.
	What were your hours of usage by each classification for the last 3 years?	~26 LPNs, 2 RNs, roughly 1,440 hours a year for each nurse depending on student attendance.
General	Are we able to take exceptions and propose language to any of the terms and/or requirements?	Exceptions to Terms & Conditions will be evaluated on a case-by-case basis. Any exceptions should be clearly noted in the vendor's proposal.
Scope of Work, pages 5-6	Will contracted staff be required to be in the student's home and will they be required to provide care before and after school hours?	No.
30. Insurance, page 10	This contract requires contractual liability coverage for the general liability coverage. Can you please confirm what is intending to be covered with this term? We want to be sure that the intent of using "contractual liability" is to only insure the items in which, we the insured (Favorite Healthcare Staffing), are liable for and not the intent of having the nurse staffing agency (Favorite Healthcare Staffing) pick up all liability from claims that may or may not be related to our services.	The insurance requirements change from year to year. Once Special Education Services receives the new requirements and once the agency's bid has been accepted, more information will be shared.
30. Insurance, page 10	The contract is requesting a \$2M combined single limit for auto coverage. Please confirm that excess can be used to meet this limit.	The insurance requirements change from year to year. Once Special Education Services receives the new requirements and once the agency's bid has been accepted, more information will be shared.
30. Insurance, page 10	The contract states that "These Certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days' prior written notice has been given to WCPSS." Can we amend this to state that the vendor will supply this notice to the contracting partner?	Requests for contract amendments are handled on a case-by-case basis. Any exceptions should be clearly noted in the vendor's proposal. There is no guarantee that edits to the standard contract will be approved.
Section: Method of Award, Page Number: 4	Is this a new contract or renewal of an existing contract?	Renewal.

Section: Method of Award, Page Number: 4	Please share the most commonly filled position.	LPN.
Section: Method of Award, Page Number: 4	If it is a multi-award contract, how many awards will be made under this contract?	As many as is needed.
Section: Method of Award, Page Number: 4	Can you please share the email id/details where we can raise the public record request for old RFP?	https://www.wcpss.net/Domain/131
Section: Method of Award, Page Number: 4	Can you please share the amount of business each Contractor did under this contract in previous years?	This information is not available at this time.
Section: Qualifications, Page Number: 6	Could you please share the list of certifications needed to be submitted with the response?	Please see the “Required Submittals” section on page 7 of the RFP.
Section: Attachment: B, Page Number: 15	We are a NMSDC certified MBE firm. Do we suffice the WCPSS MINORITY, WOMEN, SMALL BUSINESS ENTERPRISE goal? Please confirm.	WCPSS does not have a specific goal in this regard. We simply collect and report the data.
Section: Attachment: B, Page Number: 15	To be responsive, is it mandatory to be North Carolina Department of Administration certified HUB agency?	No.

	2023-2024 hourly rates		
	Agency	RN	LPN
	American Medical Staffing	\$65.00	\$55.00
	Bayada Home Health Care, Inc,	\$45.00	\$45.00
	EDU Healthcare	\$52.00	\$50.00
	Full Coverage PDN		\$45.00
	Home Rule LLC		\$45.00
	Intellichoice Staffing		\$55.00
	Maxim Healthcare Services	\$60.00	\$55.00

	Missions Medstaff LLC dba Angels of Care	\$50.00	\$46.00
	MPS Healthcare, Inc Continuum Pediatric Nursing		\$52.00
	New Direction Solutions dba ProCare Therapy	\$63-68	\$52-57
	Pediatric Services of America PSA INC AVEANNA	\$55.00	\$50.00
	Professional Healthcare LLC		\$45.00
	Raleigh Home HC LLC dba Atlantic Homecare Services		\$48.00
	Spring Valley Living		\$43.00
	Stepping Stones Group, The		\$50.00
	Well Care Home Care, Inc		\$43.56
	Wise Medical Staffing, Inc.		\$44.80
	Yelverton's Enrichment Services, Inc		\$50