

**Procurement Services**

4421 Stuart Andrew Blvd.

Suite 200

Charlotte, NC 28217

Date Issue: 01-17-24

## Questions and Answers

### RFP 163-01172024JR

#### Special Education Related and Support Services

The following is a collection of questions submitted for clarification regarding RFP 163-01172024JR for Special Education Related and Support Services. All questions submitted in regards to this RFP have been answered to the best of our ability.

Question /Answer #	Vendor Question
<b>Q1</b>	I am writing to inquire whether Charlotte-Mecklenburg Schools accepts virtual speech language therapy services.
<b>A1</b>	We would consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage.
<b>Q2</b>	Will the district consider proposals from companies that ONLY provide teletherapy in regards to this solicitation?
<b>A2</b>	We would consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage.
<b>Q3</b>	What is the estimated number of positions needed (part-time vs. full-time)?
<b>A3</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need.
<b>Q4</b>	Will the district award more than 1 vendor?
<b>A4</b>	Yes, if more than one vendor meets the outlined criteria
<b>Q5</b>	Is a local office required? Is there a preference for local vendors?

<b>A5</b>	Yes, a local office is preferred because services required are in person and vendors provide oversight for their Staff.
<b>Q6</b>	Are there any obstacles to using Zoom in your district?
<b>A6</b>	CMS has transitioned from using zoom to Microsoft Teams. However, services are required in person with few exceptions.
<b>Q7</b>	Can we submit for some, but not all services requested in this RFP?
<b>A7</b>	Yes, please submit for the services that your company can provide.
<b>Q8</b>	<p>What contract agencies do you currently use for the following services?</p> <ul style="list-style-type: none"> <li>a. Speech Language Pathologists</li> <li>b. Physical Therapists (PT)</li> <li>c. Occupational Therapists (OT)</li> <li>d. School Psychologists</li> <li>e. School Audiologists</li> <li>f. Orientation and Mobility Specialists</li> <li>g. Teachers of the Deaf and Hard of Hearing</li> <li>h. Teachers of the Blind and Visually Impaired</li> <li>i. Sign Language Interpreters</li> <li>j. Translation services</li> <li>k. Special Education Teachers</li> <li>l. Special Education Assistants (Paraprofessionals)</li> <li>m. Board Certified Behavioral Analysts</li> <li>n. Registered Behavior Therapists</li> <li>o. Licensed Music Therapists</li> <li>p. Cued Language Transliterator</li> <li>q. Skilled Nursing (RN, LPN, CNA)</li> <li>r. Other positions as needed</li> </ul>
<b>A8</b>	CMS uses multiple agencies for these services.
<b>Q9</b>	<p>What hourly rates are you currently paying or have paid for each service?</p> <ul style="list-style-type: none"> <li>a. Speech Language Pathologists <ul style="list-style-type: none"> <li>i. Monolingual</li> <li>ii. bilingual</li> </ul> </li> <li>b. Physical Therapists (PT) <ul style="list-style-type: none"> <li>i. Monolingual</li> <li>ii. bilingual</li> </ul> </li> <li>c. Occupational Therapists (OT) <ul style="list-style-type: none"> <li>i. Monolingual</li> <li>ii. bilingual</li> </ul> </li> <li>d. School Psychologists <ul style="list-style-type: none"> <li>i. Monolingual</li> <li>ii. bilingual</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>e. School Audiologists</li> <li>f. Orientation and Mobility Specialists</li> <li>g. Teachers of the Deaf and Hard of Hearing</li> <li>h. Teachers of the Blind and Visually Impaired</li> <li>i. Sign Language Interpreters</li> <li>j. Translation services</li> <li>k. Special Education Teachers i. Monolingual ii. bilingual</li> <li>l. Special Education Assistants (Paraprofessionals)</li> <li>m. Board Certified Behavioral Analysts</li> <li>n. Registered Behavior Therapists</li> <li>o. Licensed Music Therapists</li> <li>p. Cued Language Transliterator</li> <li>q. Skilled Nursing (RN, LPN, CNA)</li> </ul>
<b>A9</b>	CMS uses multiple vendors and rates vary. Please give us your rates.
<b>Q10</b>	How many contract agencies do you use for staffing needs?
<b>A10</b>	We use multiple vendors to staff our students' needs. The number will vary depending on the services, student needs and current staffing in CMS.
<b>Q11</b>	How many contracted hours are permitted in school day?
<b>A11</b>	Typically, our staff work 40 hour weeks, this can fluctuate based on student schedule, after-school activities, transportation needs, etc.
<b>Q12</b>	How many contracted days are permitted per school calendar year?
<b>A12</b>	Typically, our staff works in alignment with the CMS calendar (found on our website). In some cases, staff are needed for Extended School year and to support special cases that fall outside of the CMS calendar. We address these cases on an individual basis.
<b>Q13</b>	Will contracted staff be included in professional development days?
	a. Will they be able to bill for their time for professional development days?
<b>A13</b>	If there is a contracted staff member that needs to attend training, yes, the agency can bill for that time.
<b>Q14</b>	Will this be a single or multi-award?
<b>A14</b>	CMS will award contracts based on the vendor's ability to meet staffing needs. Depending on the service, CMS may award one or more contracts.
<b>Q15</b>	What is the annual spend that is projected for 2023-2024 school year?

<b>A15</b>	CMS must meet the individual needs of students based on their IEP. The budget will ensure that all student needs are met. The annual spend will depend on the needs of the enrolling students requiring services.
<b>Q16</b>	What was the annual spend for the 2022-2023 school year?
<b>A16</b>	All student needs were met in the 22-23 school year and the budget was aligned to ensure this.
<b>Q17</b>	<p>What is the current number of FTE professionals being utilized presently to service this contract?</p> <ul style="list-style-type: none"> <li>a. Speech Language Pathologists</li> <li>b. Physical Therapists (PT)</li> <li>c. Occupational Therapists (OT)</li> <li>d. School Psychologists</li> <li>e. School Audiologists</li> <li>f. Orientation and Mobility Specialists</li> <li>g. Teachers of the Deaf and Hard of Hearing</li> <li>h. Teachers of the Blind and Visually Impaired</li> <li>i. Sign Language Interpreters</li> <li>j. Translation services</li> <li>k. Special Education Teachers</li> <li>l. Special Education Assistants (Paraprofessionals)</li> <li>m. Board Certified Behavioral Analysts</li> <li>n. Registered Behavior Therapists</li> <li>o. Licensed Music Therapists</li> <li>p. Cued Language Transliterator</li> <li>q. Skilled Nursing (RN, LPN, CNA)</li> </ul>
<b>A17</b>	<p>The approximate number of FTE professionals being used/sought by position along with a brief job description where appropriate is shown below.</p> <ul style="list-style-type: none"> <li>a. Speech Language Pathologists (SLP): 10 – Caseload 40-50</li> <li>b. Physical Therapists (PT): 8- Caseload- 40-50</li> <li>c. Occupational Therapists (OT): 8- Caseload 40-50</li> <li>d. School Psychologists: 10- Caseload- 2-3 schools</li> <li>e. School Audiologists: 2- audiologist will complete hearing evaluations, supervise screenings, provide assistive listening technology, train educators and other support staff about the effects of hearing loss in the classroom and how to use the assistive listening technology. Caseload based on need</li> <li>f. Orientation and Mobility Specialists: 1-Caseload based on need</li> <li>g. Teachers of the Deaf and Hard of Hearing: 2- itinerant position working in several schools with students with hearing loss in grades PreK-12. The position</li> </ul>

	<p>reports to the Exceptional Children Department and is assigned based on student need.- Caseload based on need</p> <p>h. Teachers of the Blind and Visually Impaired: 2- Caseload based on need</p> <p>i. Sign Language Interpreters: 20- This position is for an educational interpreter working with students who are deaf and hard of hearing. School placement and assignment is dependent upon student need. The interpreter will serve student by providing access to auditory information in the school environment and provide input to the other professionals on the team.</p> <p>j. Translation services: 1-translation from one language to another- services include: in person, virtual meetings, phone calls, translation of documents</p> <p>k. Special Education Teachers: 2- ECGC-27/1; Adapted Curriculum: 12/1; SBS-12/1</p> <p>l. Special Education Assistants (Paraprofessionals/ Personal Needs Assistants): 15- Paraprofessionals assigned to schools to support EC students in the general ed setting, special ed setting or with physical needs</p> <p>m. Board Certified Behavioral Analysts: 3- Caseload- based on need at assigned school</p> <p>n. Registered Behavior Therapists: 3- The Registered Behavior Technician ® (RBT®) is a paraprofessional certification in behavior analysis certified by the BACB.-</p> <p>o. Licensed Music Therapists: 1-Music therapists utilize music and the relationships that develop within and through music as part of a therapeutic process to address physical, emotional, developmental, behavioral, and social needs.- case load- based on need</p> <p>p. Cued Language Transliterators: 1- assigned based on student need. The CLT will provide the student with access to speech in the school environment through cued language and provide input to other members of the student's support team regarding communication skills.- Caseload- based on need</p> <p>q. Skilled Nursing (RN, LPN, CNA) approximately: 20 CNAs; 50 CNAs; 5 RNs- Case load- 1 on 1 with assigned student</p>
<b>Q18</b>	<b>Does the district provide evaluation/testing materials to providers?</b>
<b>A18</b>	Yes. SLP, OT, Psych and PT materials are provided to the schools, so our contracted providers utilize what is available in the building. CMS doesn't provided materials to providers supporting our private school testing and services in the past.
<b>Q19</b>	<b>Does the district provide a laptop/computer to providers?</b>
<b>A19</b>	It depends on the position and services being provided.

<b>Q20</b>	Does the district provide an email account to the contracted providers during their assignment?
<b>A20</b>	Most contracted staff receive a CMS email account, but this is dependent on the position they are hired for.
<b>Q21</b>	Will the district accept proposals for teletherapy services? a. If yes, what specific disciplines? OT,PT,SLP etc
<b>A21</b>	We would consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage.
<b>Q22</b>	Can the vendor incur any penalties or be liable for any damages for not having a contracted provider available upon your school's request in a timely manner OR would your school terminate the RFP contract with the vendor?
<b>A22</b>	This will be handled on a case-by-case basis and based on the standard terms and conditions along with what is stated in the contract.
<b>Q23</b>	Will the district pay for mileage traveling between school campuses on the same day? If so, is it the IRS standard rate; or is it dictated by the district?
<b>A23</b>	If mileage is agreed upon as part of the contract, then CMS will follow the rate outlined in the contract. CMS employees are reimbursed based on the state rate.
<b>Q24</b>	When is the anticipated award date for this bid? How will awarded vendors be notified?
<b>A24</b>	Award date will be upon conclusion of CMS evaluation. Vendors will be notified via email.
<b>Q25</b>	As a fully remote company, we are wondering if you will be considering teletherapy companies for this RFP?
<b>A25</b>	No, a teletherapy company will not be considered. We would only consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in-person services are required for school coverage.
<b>Q26</b>	What are the current bill rates and/or pay rates? What is your current hourly bill rate by position?
<b>A26</b>	CMS uses multiple vendors; rates vary. Please give us your rates.
<b>Q27</b>	Who are your current vendors providing temporary staffing services?

<b>A27</b>	CMS uses multiple vendors.
<b>Q28</b>	How much funding was spent on these temporary staffing services in the past fiscal year?
<b>A28</b>	All student needs were met in the 22-23 school year and the budget was aligned to ensure this.
<b>Q29</b>	Can we get a copy of historical bids for these services?
<b>A29</b>	This is our first formal bid for related services.
<b>Q30</b>	Can we get a breakdown of expected and/or previous position usage/volume? (i.e. 10 Registered Nurses, 20 Physical Therapists, 15 SLPs, etc?)
<b>A30</b>	Our staffing needs change based on student enrollment and needs as outlined in their IEP. Please refer to Q17.
<b>Q31</b>	Can we get the average duration for each position listed on the Cost Proposal Sheet?
<b>A31</b>	Positions staffed by agencies are intended to be for the year, medical leave etc. Consistency of staff members is best for our students, families and schools when building relationships with stakeholders.
<b>Q32</b>	Can we submit Bill Rate ranges for each position as opposed to a singular Bill Rate?
<b>A32</b>	Cost per position is 20% of the scoring rubric. You may submit however you see fit. Pricing will be compared as part of the overall score.
<b>Q33</b>	What is the expected award date once a vendor/vendors have been selected? When is the planned start date for initial staff sent by chosen vendor?
<b>A33</b>	Award date will be upon conclusion of CMS evaluation. Vendors will be notified via email. Start date will depend on current staffing needs at the time of the contract's full execution. Some positions may be needed for the remainder of the 23-24 school year. Most services will start at the beginning of the 24-25 school year.
<b>Q34</b>	What works about your current vendor/process? What does not work?
<b>A34</b>	Strong communication and timely responsiveness are key in relationship to positive vendor interactions.
<b>Q35</b>	What was the primary reason your current vendor/vendors won the last contract?

<b>A35</b>	This is our first formal bid for related services. Our vendors are chosen based on quality of service, pricing and a history of a positive partnership.
<b>Q36</b>	Who bid last time and lost? Why?
<b>A36</b>	This is our first formal bid for related services. Our vendors are chosen based on quality of service, pricing and a history of a positive partnership.
<b>Q37</b>	Does this RFP cover only the positions listed on the Cost Proposal Sheet? If not, will we be able to place other candidates with Charlotte-Mecklenburg Schools outside of these skill sets if we are not selected as part of this RFP?
<b>A37</b>	CMS requires various staff positions to meet our students' needs. If the contract is not awarded to a specific vendor, CMS may reach out for other services needed that cannot be covered or staffed by our vendors under contract. All vendors will have to meet the requirements of procurement.
<b>Q38</b>	Can you provide us with detailed job descriptions for each of the positions listed on the Cost Proposal Sheet?
<b>A38</b>	Please refer to Q17
<b>Q39</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 How many students received RN/LPN nursing services for the year 2023?
<b>A39</b>	Please refer to Q17
<b>Q40</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 How many students are anticipated to receive RN/LPN services for the 2024-2025 school year?
<b>A40</b>	This number fluctuates based on the students enrolled and their individual needs. We project roughly the same number as this year. Please refer to Q17
<b>Q41</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 How many students received CNA services for the year 2023?
<b>A41</b>	Please refer to Q17
<b>Q42</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 How many students are anticipated to receive CNA services for the 2024-2025 school year?
<b>A42</b>	This number fluctuates based on the students enrolled and their individual needs. We project roughly the same number as this year. Please refer to Q17

<b>Q43</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 What are the transportation requirements mentioned in the Skilled Nursing services?
<b>A43</b>	CMS follows the recommendation outlined in the student's Individual Health Assessment completed by the Mecklenburg Health Department. Recommendations are made by the health department regarding the level of care needed during the school day and on transportation. If an agency is providing care for a student during the school day and the student requires the same level of care on transportation, then the staff member would be required to ride with the student and provide care if the student is being transported by CMS.
<b>Q44</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Does the contracted provider work with the physician-directed medical plan of care, or does the school?
<b>A44</b>	The nursing agency would follow their typical patient intake procedures when beginning to work with a new case.
<b>Q45</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Who provides direct and indirect skilled medical interventions?
<b>A45</b>	If a student has an assigned nurse, the nurse would be expected to provide indirect and direct care. In some cases, such as a student arriving at school with a fever, the contract nurse would need to work with the school nurse and/or staff to ensure that school processes and procedures are followed.
<b>Q46</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Are there any specific health and safety protocol regulations that nurses need to adhere to?
<b>A46</b>	Nurses should: <ul style="list-style-type: none"> <li>▪ Perform student health functions in accordance with level of licensure.</li> <li>▪ Complete agency training to assist with any procedures ordered for student e.g. G-tube feedings or catheters.</li> <li>▪ Follow procedures outlined in CMS <a href="#">School Health Services Manual</a> and NC School Health Program Manual</li> </ul>
<b>Q47</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 What is the preferred method of communication and reporting between nursing staff and the school district?
<b>A47</b>	CMS departments have a designated contact person for the nursing agencies to communicate with.
<b>Q48</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Who pays for CMBE background and drug screens? If these costs are incurred by us, could you please provide details on how and the associated costs?

<b>A48</b>	All vendors must follow the onboarding processes outlined in the contract's standard terms and conditions. The cost of any certifications/ screenings is incurred by the vendor.
<b>Q49</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Are there any specific technology or documentation requirements for tracking and managing health records that we need access to or integrate?
<b>A49</b>	No, nursing agencies use their own documenting processes and procedures.
<b>Q50</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Who will be responsible for the direct supervision of nurses at school?
<b>A50</b>	The nursing agency is responsible for the direct supervision of their staff.
<b>Q51</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 What is the in-person supervision responsibility of the vendor?
<b>A51</b>	Professional oversight is required and typically aligns with the agency's requirements for their nursing staff and supervisors.
<b>Q52</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Will the nurse be expected to be at one school full-time or at multiple locations?
<b>A52</b>	It will depend on the staffing need at the time, but typically our agency nurses are assigned to one student and are at one location with that student.
<b>Q53</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 What is the nurse-to-student ratio?
<b>A53</b>	It will depend on the staffing need at the time, but typically our agency nurses are assigned to one student.
<b>Q54</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 How does the school district handle emergency situations, and what role is expected from the nursing services during events?
<b>A54</b>	How emergencies are handled is based on the student's plan of care. If there is no plan of care (i.e.- CNA serving as a UAP) then the school follows established emergency protocols. In all cases the nurse would be expected to work with the school staff, parents and student until the situation is stable along with following the procedures of the nursing agency.
<b>Q55</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Can you share insights into the current challenges or gaps in the existing nursing services that the RFP aims to address?
<b>A55</b>	Consistently staffing RN levels of care for students that require that level of service has been somewhat of a challenge this year.

<b>Q56</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Are there any training or modules that are necessary to complete for nursing staff?
<b>A56</b>	CMS doesn't require training for nurses that work with individual students, but some agencies incorporate information in their onboarding process to orient staff to work in school buildings
<b>Q57</b>	Reference: Skilled Nursing Services (RN,LPN, C NA), Page 7 Are there any agency/nurse orientation sessions provided by the district?
<b>A57</b>	CMS doesn't require training for nurses that work with individual students, but some agencies incorporate information in their onboarding process to orient staff to work in school buildings
<b>Q58</b>	For the Speech Language Pathologists category – will the district consider providers who deliver services fully virtually (via teletherapy)?
<b>A58</b>	No, a teletherapy company will not be considered. We would only consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage
<b>Q59</b>	Reference: Final Checklist, page 20. Is there a section we should include resumes and certifications?
<b>A59</b>	Please insert resumes and certifications under Part X Supplemental or ancillary materials. The “Emergency Assistance to Homeless Students and Families” was an error.
<b>Q60</b>	Reference: Scope of Work, page 7 How many Board Certified Behavior Analysts (BCBA) are needed?
<b>A60</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need. Please refer to Q17
<b>Q61</b>	Reference: Scope of Work, Page 7 How many Registered Behavior Technicians (RBTs) are needed?
<b>A61</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need. Please refer to Q17
<b>Q62</b>	Reference: Final Checklist, page 20

	For complete proposal – Part X, is there a form for the Supplementary or ancillary materials required for Emergency Assistance to Homeless Students? What form should the answer to that question take?
<b>A62</b>	See Answer A59
<b>Q63</b>	Reference: Final Checklist, page 20 Part IX: References. Is district name, contact, email, and phone adequate for references?
<b>A63</b>	Reference letters from previous/ current customers are preferred.
<b>Q64</b>	(Nursing) Are all assignments for 1:1 and private duty nursing assignments? Or are building nurse roles included?
<b>A64</b>	CMS contracts mainly nurses for individual students, but CMS contracts nurse extenders and/or nurses for temporary coverage at high need schools.
<b>Q65</b>	(Therapy) Will itinerant preschool roles be included?
<b>A65</b>	Yes
<b>Q66</b>	Can the agency submit for mileage reimbursement?
<b>A66</b>	If mileage is agreed upon as part of the contract, then CMS will follow the rate outlined in the contract. CMS employees are reimbursed based on the state rate.
<b>Q67</b>	(Interpreting services) Will it be 1:1 or more ad hoc PRN needs?
<b>A67</b>	CMS uses a variety of interpreting services. Staffing needs will be based on individual student needs and the district's overall needs.
<b>Q68</b>	What does "emergency hourly rates" mean on the rate sheet?
<b>A68</b>	This would be if contracted staff are called to work outside the normal schedule for a case/ student. Please complete this section if it applies to your cost structure.
<b>Q69</b>	Since this is a 3-year contract, are we allowed to amend rates per year or present annual rates with % increases to coincide with inflation rates and increases for our providers?
<b>A69</b>	The contract can be amended if agreed upon by both parties.
<b>Q70</b>	If severe weather affects in-school hours, will our providers be able to log billable hours from home for paperwork?

<b>A70</b>	Typically, the contract employees would follow the direction of CMS but would need to contact their CMS contact for approval. For OT/PT/SLP/ direct service providers - If severe weather affects in-school hours, contractors are not able to log billable hours from home for paperwork.
<b>Q71</b>	# of students/schools on a typical caseload for an OT/SLP
<b>A71</b>	<ul style="list-style-type: none"> <li>OT: 40-50 students on a caseload; however, not all are direct or weekly. Approximately 3-5 schools per therapist.</li> <li>SLP: SLPs have 40-50 students on caseload and 1 or 2 schools. They may have up to 60 students if there are several who are seen consultatively.</li> </ul>
<b>Q72</b>	# of billable hours for each position per day
<b>A72</b>	Typically, our staff work 8-hour days resulting in 40-hour work weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc.
<b>Q73</b>	When will CMS make their decisions if proposal is submitted 2/9/24?
<b>A73</b>	Award date will be upon conclusion of CMS evaluation. Vendors will be notified via email.
<b>Q74</b>	When is the RFP needs to start? CMS School Year of 2024-2025 or in the current School Year of 2023-2024?
<b>A74</b>	Start date will depend on current staffing needs at the time of the contract's full execution. Some positions may be needed for the remainder of the 23-24 school year. Most services will start at the beginning of the 24-25 school year.
<b>Q75</b>	How long will the selected vendors be assigned to this RFP contract?
<b>A75</b>	Please refer to the Overview and Scope of Work, Introduction of the RFP posting
<b>Q76</b>	Can an provider provide some of the needs but not all of the needs and still be considered?
<b>A76</b>	Yes, please submit for the services that your company can provide.
<b>Q77</b>	What are areas of concern CMS has experienced previously with other vendors that they don't want new vendors to repeat?
<b>A77</b>	Strong communication and timely responsiveness are key in relationship to positive vendor interactions.
<b>Q78</b>	What is CMS' expectations of the vendors that select? Is there opportunity for the selected vendors to meet with key CMS individuals to review processes/procedures to make for a smooth transition once contract is awarded?

<b>A78</b>	The expectations will be outlined in the contract. Yes, each service area will have a point of contact to discuss details.
<b>Q79</b>	Can the district please list any current incumbent vendor(s)
<b>A79</b>	CMS uses multiple vendors.
<b>Q80</b>	Can the district please list the current bill rates for contracts in place for these services? (EC Teachers, EC TAs, School Psychologists, SLP's, OT's, PT's, RN's, LPN's and SLI's)
<b>A80</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q81</b>	Can the district please clarify how needs for vendor supplied contractors will be disseminated to awardees post award?
<b>A81</b>	Vendors will be notified via email. CMS will work with the vendors that are awarded contracts to ensure that our students' needs are met. If more than one vendor is awarded a contract for the same service, CMS will work with the vendors to staff the needed positions.
<b>Q82</b>	When is the estimated contract award date, and how will the district communicate award status to vendors?
<b>A82</b>	Award date will be upon conclusion of CMS evaluation. Vendors will be notified via email.
<b>Q83</b>	How many vendors does the district expect to award a contract to for the services requested in this solicitation?
<b>A83</b>	CMS will review all vendor's applications. The number of contracts awarded will be dependent on the vendors that meet the criteria and if one vendor can provide more than one of related service needed.
<b>Q84</b>	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?
<b>A84</b>	Each vendor's proposed rates be reviewed and utilized if awarded.
<b>Q85</b>	What is the expected number of full-time, vendor supplied staff needed during the 2024-25 SY for these services? (EC Teachers, EC TAs, School Psychologists, SLP's, OT's, PT's, RN's, LPN's and SLI's)
<b>A85</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need. Please refer to Q17

<b>Q86</b>	How many full-time, vendor supplied staff were utilized during the 2022-23 SY for these services? (EC Teachers, EC TAs, School Psychologists, SLP's, OT's, PT's, RN's, LPN's and SLI's)
<b>A86</b>	Please refer to Q17
<b>Q87</b>	Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied (EC Teachers, EC TAs, School Psychologists, SLP's, OT's, PT's, RN's, LPN's and SLI's) utilized during the 2022-23 SY?
<b>A87</b>	CMS uses multiple vendors across all service classifications. Please refer to A17 for the number of professionals we are seeking based on service.
<b>Q88</b>	Can the district please describe the supplies and materials that contracted providers will have access to at the district? (wifi, computer access, testing material, office supplies, etc.)?
<b>A88</b>	Vendors will have wifi access. The rest of the supplies and materials will be dependent on the contracted position and items agreed upon in the contract.
<b>Q89</b>	What travel between schools is expected for these providers?
<b>A89</b>	If mileage is agreed upon as part of the contract, then CMS will follow the rate outlined in the contract. CMS employees are reimbursed based on the state rate.
<b>Q90</b>	What are the district expectations of contract providers to assist in Medicaid reimbursement documentation services?
<b>A90</b>	CMS documents all services through our electronic documentation system regardless of a student's Medicaid eligibility. Services eligible for Medicaid are billed directly from that system. Contract providers are expected to log all services in that system.
<b>Q91</b>	Will the district accept Speech Language Pathologists during their Clinical Fellowship Year (CFY), and if so, will the district provide supervisory services?
<b>A91</b>	Yes we are able to accommodate Clinical Fellowship SLPs and can provide supervision.
<b>Q92</b>	Can the district please clarify the maximum weekly allowable hours approved for providers requested in this solicitation?
<b>A92</b>	Typically, our staff work 8-hour days resulting in 40-hour work-weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc.
<b>Q93</b>	Will the district accept digital proposal submissions?

<b>A93</b>	We will only accept electronic proposals to this RFP. We no longer use a paper submission system.
<b>Q94</b>	Will the district accept contract exceptions?
<b>A94</b>	See Exceptions under number 1 on the Request for Proposal Instructions.
<b>Q95</b>	What is the district's expectation for supervision and oversight of vendor supplied staff?
<b>A95</b>	Professional oversight is required by the agency.
<b>Q96</b>	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)
<b>A96</b>	The expectation depends on the service provided. If a contracted service provider is absent, it is preferable in most cases that the vendor sends a replacement, so the student doesn't miss services. This can be discussed further if a contract is awarded.
<b>Q97</b>	Will all of the services provided be full-time (37.5 hours) services?
<b>A97</b>	Typically, CMS hires full time service providers.
<b>Q98</b>	Will vendor supplied staff be asked to work after-hours, weekends, or holidays?
<b>A98</b>	Typically, our staff work 8-hour days resulting in 40-hour work weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc.
<b>Q99</b>	Does the district require M/W/SBE subcontractors from prime suppliers?
<b>A99</b>	This is a preference, but not required.
<b>Q100</b>	What is the district's expectation for Prime suppliers spending amount with M/W/SBE subcontracts (is there a minimum percentage required)?
<b>A100</b>	There is no minimum percentage required.
<b>Q101</b>	Will the district consider using MSP services?
<b>A101</b>	They would have to be determined and reviewed by CMS Information Technology Department and would require the acceptance of CMS's data sharing agreement.
<b>Q102</b>	Reference: RFP Section, Page Number: RFP Questions, Section A. Relevant Experience, Question 5, page 8 Question: Can you clarify what trainings or certifications you are looking for or would be acceptable to CMS?

<b>A102</b>	These are not required. This is in reference to diversity, equity and inclusion within your organization. For example is your company a certified MWSBE?
<b>Q103</b>	Reference: RFP Section, Page Number: RFP Questions, Section E. Cost Structure, Question 4, page 9 Question: Can you clarify if these costs are associated with the company costs overall or are they costs related to the potential contract with CMS?
<b>A103</b>	CMS will follow the rates as outlined in the contract. Please include all costs that CMS will be expected to pay if contracting with your agency.
<b>Q104</b>	Are you able to share any of your existing rates with me as a comparison?
<b>A104</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q105</b>	Reference: General (Cost/Billing/Invoicing) Can you please provide a list of incumbent vendors and their bill rates?
<b>A105</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q106</b>	Reference: General (Cost/Billing/Invoicing) Where can we find previous bid award information for the requested services?
<b>A106</b>	This is our first formal bid for related services.
<b>Q107</b>	Reference: General (Cost/Billing/Invoicing) What is the total budget/expenditure allotted for this RFP?
<b>A107</b>	CMS must meet the individual needs of students based on their IEP. The budget will ensure that all student needs are met but will depend on the needs of the enrolling students requiring services.
<b>Q108</b>	Reference: General (Cost/Billing/Invoicing) Can we provide pricing ranges for hourly rates?
<b>A108</b>	Cost per position is 20% of the scoring rubric. You may submit however you see fit. Pricing will be compared as part of the overall score.
<b>Q109</b>	Reference: General (Cost/Billing/Invoicing) Please clarify Medicare/Medicaid Billing: Will the vendor be required to bill Medicaid with direct reimbursement going to the vendor through the vendors Medicaid billing number? Or will the vendor be required to enter Medicaid billing through the districts billing documents for the district to be reimbursed directly by Medicaid?

<b>A109</b>	Vendors would use the district's documentation system for all services, and services eligible for Medicaid reimbursement would be billed through that system with reimbursement coming directly to the district.
<b>Q110</b>	Reference: General (Cost/Billing/Invoicing) Confirm orientation and meetings billable?
<b>A110</b>	CMS will follow the rates as outlined in the contract. Please include all costs that CMS will be expected to pay if contracting with your agency.
<b>Q111</b>	Reference: General (Cost/Billing/Invoicing) Can the vendor bill separately for Clinical supervision if required?
<b>A111</b>	CMS will follow the rates as outlined in the contract. Please include all costs that CMS will be expected to pay if contracting with your agency.
<b>Q112</b>	Reference: General (Cost/Billing/Invoicing) How many billable hours are in a typical school day?
<b>A112</b>	Typically, our staff work 8-hour days resulting in 40-hour work weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc.
<b>Q113</b>	Reference: General (Cost/Billing/Invoicing) How is billing time for contract FTE vs. substitutes captured today? Is the principal signature validation the clinician worked the hours? or is this by special education director?
<b>A113</b>	CMS will work with the vendor to determine who needs to signoff in the school building.
<b>Q114</b>	Reference: General (Cost/Billing/Invoicing) Are billing hours rounded to the 15 minute mark?
<b>A114</b>	CMS will follow the rates as outlined in the contract. Please include all costs that CMS will be expected to pay if contracting with your agency.
<b>Q115</b>	Reference: General (Cost/Billing/Invoicing) What specifics need to be included on the invoices? Is there a special/desired format?
<b>A115</b>	Needed information on invoices includes: invoice date, invoice #, purchase order #, hours worked, hourly billing rate for each service, dates of service covered by the invoice. No special/desired format is necessary.
<b>Q116</b>	Reference: General (Cost/Billing/Invoicing) Can the district send a school calendar for workday/calendar rules i.e., paid PD days, paperwork time, overtime when student has an emergency or hold until parent arrives?

<b>A116</b>	The CMS calendar is posted on the website after it has been voted on and approved. <a href="https://www.cmsk12.org/Page/2#calendar1/20240129/month">https://www.cmsk12.org/Page/2#calendar1/20240129/month</a>
<b>Q117</b>	Reference: General (Cost/Billing/Invoicing) Please clarify hours and meal breaks expectations.
<b>A117</b>	Typically, our staff work 8-hour days resulting in 40-hour work-weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc. The agency should work with the staff member around lunch/ breaks, per the requirements of the law. This should be communicated with the CMS contact and the school if applicable. CMS would request that the times of break/ lunch be flexible if needed to work with the school's schedule.
<b>Q118</b>	Reference: General (Cost/Billing/Invoicing) Will a PO be issues for 1 lump sum for all disciplines listed, or will the PO be per discipline?
<b>A118</b>	The PO amount will match the contract amount and can be billed against per service.. See Q115 for details needed on invoices.
<b>Q119</b>	Reference: General (Prior Vendors) How long have the incumbent suppliers held this contract?
<b>A119</b>	CMS has several vendors that have been under contract from one to multiple years.
<b>Q120</b>	Reference: General (Prior Vendors) Are you satisfied with the incumbent suppliers? If not, what are you unsatisfied with?
<b>A120</b>	Strong communication and timely responsiveness are key in relationship to positive vendor interactions.
<b>Q121</b>	Reference: General (Shifts/Scheduling) What is the expectation and frequency for on-call needs?
<b>A121</b>	Related service providers are typically hired for a specified period of time; therefore, it is rare that CMS would have a need for on-call services.
<b>Q122</b>	Reference: General (Shifts/Scheduling) What is expectation and frequency for replacing a candidate that is ill/calls off?
<b>A122</b>	The expectation depends on the service provided. If a contracted service provider is absent, it is preferable, in most cases, that the vendor sends a replacement, so the student doesn't miss services. This can be discussed further if a contract is awarded.

<b>Q123</b>	Reference: General (Shifts/Scheduling) Does the district fingerprint and badge? How long once confirmed does the process take for the clinician to start?
<b>A123</b>	The vendor would do all screenings and vet the staff members before sending them to CMS.
<b>Q124</b>	Reference: General (Current Program Synopsis) Do you anticipate your current staffing volume to change in the next year or next 2 years? For example, do you have any significant projects coming up (vaccination, screening, new programs, grants, behavior projects, etc.)?
<b>A124</b>	Not at this time
<b>Q125</b>	Reference: General (Current Program Synopsis) Please clarify the reporting structure for Supervision of contract staff within the district? What position provides clinical supervision within the district?
<b>A125</b>	Professional oversight is required and typically aligns with the agency's requirements for their nursing staff and supervisors. Supervision structure would be based on the agency policies and requirements.
<b>Q126</b>	Reference: General (Current Program Synopsis) Are IEP and 504 documents, plan documents, and students' records kept in an online system or hard copy at the district? What system?
<b>A126</b>	The State of NC uses ECATS as the IEP database. Success Ed is used for 504 documentation.
<b>Q127</b>	Reference: General (Current Program Synopsis) Does the district provide student logs, documentation forms, etc.?
<b>A127</b>	It will depend on the service. For example, OT, PT and SLPs document in ECATS, but nursing agencies have their own documentation expectations.
<b>Q128</b>	Reference: General (Current Program Synopsis) Are the medical personnel's license, CPR card, resume and proof of references/background checks required upon submission of bid or upon award? If required on bid is an excel document acceptable?
<b>A128</b>	Excel is acceptable, but CMS doesn't require this information at the time of the contract. CMS understands that staffing may change during the life of the contract.

<b>Q129</b>	Reference: General (Current Program Synopsis) What is the anticipated fill rate? How many clinicians are needed at this time?
<b>A129</b>	CMS must meet the individual needs of students based on their IEP. The budget will ensure that all student needs are met but will depend on the needs of the enrolling students requiring services. Please see Q17
<b>Q130</b>	Reference: General (Additional Questions) Would CMS be interested in a Managed Service Provider (MSP) partnership?
<b>A130</b>	See Answer 101
<b>Q131</b>	Reference: General (Additional Questions) Is there a MWBE participation requirement (% goal)?
<b>A131</b>	See Answer 100
<b>Q132</b>	SCOPE OF WORK, RFP Questions – Section D. Project Readiness Timeline, Question 1. Provide a sample of the monthly reporting you would present to CMS alongside your monthly invoicing. Can you please provide further clarification on the type of monthly reporting CMS is looking for?
<b>A132</b>	See invoice requirements in A115. Other reporting requirements vary by service.
<b>Q133</b>	SCOPE OF WORK, RFP Questions – Section A. Relevant Experience, Question 4. Does the Agency currently work with other school districts? Please provide a reference for each client. Our company provides services to hundreds of school districts nationwide. Can we provide a sample (approx. 3-5) of reference details?
<b>A133</b>	Yes
<b>Q134</b>	Reference: RFP Final Checklist Part IX: References How many references are you needing?
<b>A134</b>	Reference letters from previous/ current customers are preferred. There is not a required number.
<b>Q135</b>	Reference: RFP Final Checklist Part X: Supplemental or ancillary materials required for Emergency Assistance to Homeless Students and Families What are you specifically asking for here? Is there a form etc?
<b>A135</b>	See Answer 59
<b>Q136</b>	Reference: RFP page 5 Overview and Scope of Work

	How many providers are needed for each position? Can we pick and choose which provider types we are capable of providing or do we have to bid on all positions?
<b>A136</b>	Please bid on the positions your agency can staff. CMS must meet the individual needs of students based on their IEP. The budget will ensure that all student needs are met but will depend on the needs of the enrolling students requiring services. Refer to Q17
<b>Q137</b>	Would Charlotte Mecklenburg consider virtual services for this rfp?
<b>A137</b>	No, a teletherapy company will not be considered. We would only consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage
<b>Q138</b>	Reference: RFP Section - N/A General Question What is the maximum hourly bill rate the school district is budgeted to pay for the requested services? What was last school year's budget?
<b>A138</b>	CMS must meet the individual needs of students based on their IEP. The budget will ensure that all student needs are met but will depend on the needs of the enrolling students requiring services. Please list your agencies cost structure.
<b>Q139</b>	Reference: RFP Section - N/A General Question Who are your current providers and what are their bill rates for the requested services?
<b>A139</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q140</b>	Reference: RFP Section - N/A General Question When awarded the solicitation to provide services, who would be the contact within the district to inquire about open roles for professions related to the RFP?
<b>A140</b>	CMS departments have a designated contact person for the agencies to communicate with.
<b>Q 141</b>	<p><b>CLARIFICATION OF PROPOSALS</b> Per paragraph 14 on page 12 of the RFP, "Any deviations from specifications and requirements herein must be clearly pointed out by the bidder."</p> <p>However, per the RFP Instructions on page 21, paragraph 1, Exceptions, "All responses shall be controlled by such terms and conditions and the submission of other terms and conditions, price lists, catalogs, and/or other documents as part of an offeror's response will be waived and have no effect either on this Request for Proposals or on any contract that may be awarded resulting from this solicitation. Offeror specifically agrees to the conditions set forth in the above paragraph by signature to the proposal."</p>

	Please clarify instructions and confirm if Vendors are permitted to submit deviations and exceptions with their proposal.
<b>A141</b>	See Exceptions under number 1 on the Request for Proposal Instructions.
<b>Q142</b>	SCOPE OF WORK: How often would skilled nurse staff need to be supervised?
<b>A142</b>	Supervision structure would be based on the agency policies and requirements.
<b>Q143</b>	SCOPE OF WORK: Is the awarded Vendor(s) responsible for providing orientation to the skilled nurse staff or will the school/district orient new nurse staff?
<b>A143</b>	Yes, nursing agencies are responsible for training their staff. CMS doesn't require specific training for nurses that work with individual students, but some agencies incorporate more information when onboarding staff to work in school buildings.
<b>Q144</b>	SCOPE OF WORK: Will the School District Nurse oversee the physician directed orders for the student(s) or will this be a requirement of the awarded agency?
<b>A144</b>	If the school receives Physician orders, the school nurse will review and follow the orders. If a student is assigned a one-on-one nurse, the nursing agency is responsible for review or any update and any training or delegation of care for their staff. The agency must provide substitutes if a one-on-one is required based on the IEP and orders.
<b>Q145</b>	SCOPE OF WORK: Will the skilled nurse staff document care for the student(s) on forms provided by the school/district?
<b>A145</b>	CMS doesn't provide forms for documentation.
<b>Q146</b>	SCOPE OF WORK: Will the student(s) be transported with skilled nurse staff using any mode other than school bus? If, yes, under what circumstances?
<b>A146</b>	CMS follows the recommendation outlined in the student's Individual Health Assessment completed by the Mecklenburg Health Department. Recommendations are made by the health department regarding the level of care needed during the school day and on transportation. If an agency is providing care for a student during the school day and the student requires the same level of care on transportation, then the staff member would be required to ride with the student and provide care if the student is being transported by CMS. Transportation uses school buses and vendor vehicles to transport students.
<b>Q147</b>	SCOPE OF WORK: How many 1:1 nurses for students in the 2024 and 2025 school year does the district anticipate needing?
<b>A147</b>	Refer to Q17.
<b>Q148</b>	BACKGROUND: How many 1:1 nursing needs for students have been needed and/or utilized in the 2023 and 2024 school year?
<b>A148</b>	Refer to Q17

<b>Q149</b>	<b>CONTRACT FUNDING:</b> What is the projected spending for 1:1 RNs, LPNs, and CNAs in the 2024 and 2025 school year?
<b>A149</b>	Refer to Q17
<b>Q150</b>	<b>SUBMITTING YOUR BID:</b> The RFP does not appear to clarify whether or not Attachments such as the forms and/or addendum should be attached to the proposal itself or provided in a separate document. Does CMS have a preference of vendors submitting as single proposal containing all materials within the identified file size limit, or separate documents broken down into something like proposal, forms, addendums, price, etc.?
<b>A150</b>	We prefer one document per proposal; however, given the file size limit, we acknowledge that there may be a need to submit additional documents. Please submit as few as possible.
<b>Q151</b>	Reference: BACKGROUND, Pages 5-6 Are you currently working with any agencies providing special education related and support services to your District?
<b>A151</b>	Yes
<b>Q152</b>	Reference: BACKGROUND, Pages 5-6 Who are your current vendors and what prices do they charge?
<b>A152</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q153</b>	Reference: SCOPE OF WORK, Pages 6-7 How many current contracted staff, by specialty, do you have placed within the district?
<b>A153</b>	Refer to Q17
<b>Q154</b>	Reference: SCOPE OF WORK, Pages 6-7 Have these vendors been able to meet all your related and support service needs?
<b>A154</b>	CMS contracts with multiple agencies. The agencies are able to meet CMS' needs.
<b>Q155</b>	Reference: SCOPE OF WORK, Pages 6-7 What are your District's anticipated needs, by specialty, for the remainder of the 2023/2024 SY?
<b>A155</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need. Staffing needs will be dependent on changes in staff, and student enrollment between now and the contracts being fully executed. See Q17
<b>Q156</b>	Reference: SCOPE OF WORK, Pages 6-7 What are your District's anticipated needs, by specialty, for the 2024/2025 SY?
<b>A156</b>	Our staffing needs are based on students' individual needs as outlined in their IEP. Our staffing needs change based on student enrollment and need. Refer to Q17
<b>Q157</b>	Reference: COST STRUCTURE, Page 9 Will the district accept a range of rates for each discipline?

<b>A157</b>	CMS uses multiple vendors. Rates vary. Please give us your rates.
<b>Q158</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 Does the District require a list of references? If “Yes,” how many references do you require in our response?
<b>A158</b>	Reference letters from previous/ current customers are preferred. There is not a required number
<b>Q159</b>	Reference: COST STRUCTURE, Page 9 Are contractors allowed to work teachers workdays? Professional development days?
<b>A159</b>	Typically, our staff work 8-hour days resulting in 40-hour work-weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc. Contractors can work teacher workdays, depending on the position and need of the district.
<b>Q160</b>	Reference: COST STRUCTURE, Page 9 Is it acceptable to include additional services our company provides outside of the scope of the RFP in the event the district needs other services in the future?
<b>A160</b>	Yes it is acceptable to submit information about additional services; however, please submit as Other Information on the Cost sheet.
<b>Q161</b>	Reference: SCOPE OF WORK, Pages 6-7 Will your District consider virtual services? If so, for what specialties?
<b>A161</b>	We would consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage.
<b>Q162</b>	Reference: SCOPE OF WORK, Pages 6-7 Will your District consider virtual services? If so, for what specialties?
<b>A162</b>	We would consider virtual services for private school evaluations and services as well as compensatory education and Extended School Year coverage, but in person services are required for school coverage.
<b>Q163</b>	Reference: SCOPE OF WORK, Pages 6-7 If the Contractor must provide facilitators for virtual providers, are we able to include “facilitator” as a specialty?
<b>A163</b>	No
<b>Q164</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 Does the District conduct the interviews with potential candidates or is the Contractor expected to vet the candidates and hire them if they meet the district requirements?
<b>A164</b>	The vendor is expected to vet candidates. In some occasions, depending on the service, a CMS employee may request to interview a staff member before he/ she is assigned to a position in CMS.
<b>Q165</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12

	If the District conducts the interviews with potential candidates, are the interviews at the district level, or will there be campus-based interviews that must be coordinated with campus level administration?
<b>A165</b>	If a candidate is interviewed by CMS, the position being filled will determine if the interview is at the district level or school level.
<b>Q166</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 Are there additional onboarding requirements are expected of the Contractor other than background checks and drug testing?
<b>A166</b>	DHHS background check- (Qualifying Letter) PreK teachers - would require a BK license.
<b>Q167</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 Do you require that clinician resumes and/or licensure be submitted with the proposal or after award?
<b>A167</b>	CMS doesn't require resume or license at time of submission.
<b>Q168</b>	Reference: COST STRUCTURE, Page 9 How many hours are in a typical school day (i.e., how many hours are therapists allowed to be on-site and billing)?
<b>A168</b>	Typically, our staff work 8-hour days resulting in 40-hour work-weeks, this can fluctuate based on student schedule, after school activities, transportation needs, etc.
<b>Q169</b>	Reference: SCOPE OF WORK, Pages 6-7 How many workdays are they assigned for the school year?
<b>A169</b>	The CMS calendar is posted on the website after it has been voted on and approved.
<b>Q170</b>	Reference: SCOPE OF WORK, Pages 6-7 What is the average caseload by discipline in your District?
<b>A170</b>	Refer to Q17
<b>Q171</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 How will vendors be notified of award?
<b>A171</b>	Award date will be upon conclusion of CMS evaluation. Vendors will be notified via email.
<b>Q172</b>	Reference: SCOPE OF WORK, Pages 6-7 Will assigned therapists have access to therapy materials, supplies, equipment, evaluation kits, and protocols provided by your schools?
<b>A172</b>	Yes SLP, OT and PT materials are provided to the schools, so our contracted providers utilize what is available in the building. CMS doesn't provided materials to providers supporting our private school testing and services.
<b>Q173</b>	Reference: SCOPE OF WORK, Pages 6-7 Will assigned therapists have access to computers/ laptops and printers provided by your schools?

<b>A173</b>	Yes, we are able to provide laptops to our contracted employees depending on the position.
<b>Q174</b>	Reference: COST STRUCTURE, Page 9 Is the contracting agency able to bill for both direct and indirect treatment time (paperwork, meeting, teacher consultations, etc.)?
<b>A174</b>	CMS will follow the rates as outlined in the contract. Please include all the costs that CMS will be expected to pay if contracting with your agency.
<b>Q175</b>	Reference: SCOPE OF WORK, Pages 6-7 Do contractors have to travel between schools during the workday? If so, are they required to clock out during travel between schools OR are they able to stay clocked in during travel between schools?
<b>A175</b>	Some contracted employees will serve multiple schools and need to travel between schools during the day. CMS will follow terms outlined in the contract.
<b>Q176</b>	Reference: COST STRUCTURE, Page 9 Can pricing increase during the 3-year term of the contract?
<b>A176</b>	The contract can be amended if agreed upon by both parties.
<b>Q177</b>	Reference: Skilled Nursing Services, Page 7 Is the need for RN, LPN, and/or CNA for 1:1 nursing or school nurse?
<b>A177</b>	Most of the need will be 1:1 service for individual students per their IEP. There may be other needs such as Nurse Extenders, etc.
<b>Q178</b>	Reference: Skilled Nursing Services, Page 7 Do nursing staff work on teacher work days and professional development days?
<b>A178</b>	Nurses assigned to individual students only work if the student is in attendance at school.
<b>Q179</b>	Reference: Skilled Nursing Services, Page 7 Does the District provide PPE for contracted nurses?
<b>A179</b>	The district will provide supplies outlined in the contract. Typically, PPE is provided by the agency.
<b>Q180</b>	Reference: Skilled Nursing Services, Page 7 Does the school provide all medications, medical equipment and materials needed for nurses?
<b>A180</b>	The parents provide what is needed for the students.
<b>Q181</b>	Reference: Skilled Nursing Services, Page 7 Will the District allow nurses to bill for a minimum of 2 hours for coverage when a student is absent without 24-hour notice?
<b>A181</b>	CMS will abide by the terms of the agreed upon contract.
<b>Q182</b>	Reference: Skilled Nursing Services, Page 7 Is the vendor expected to provide substitute nurse(s) when assigned nurse is absent?

<b>A182</b>	Yes, this is preferred as students that require nursing as a related service cannot attend school without the appropriate level of care.
<b>Q183</b>	Reference: Skilled Nursing Services, Page 7 What is the District's supervisory requirements for RNs/LPNs?
<b>A183</b>	See answer Q51
<b>Q184</b>	Reference: Skilled Nursing Services, Page 7 Do students require RN/LPN support during transportation to and from school?
<b>A184</b>	If a student needs a nurse during the school day, per the IEP, the nurse must provide care during transportation, unless the parent transports.
<b>Q185</b>	Reference: CLARIFICATION OF PROPOSAL, Pages 9-12 Will the District allow electronic signatures on all forms?
<b>A185</b>	Yes, electronic signatures are allowed.