



405 N. Date St., Ste. 8 Truth or
Consequences, NM 87901
575.894.7589
Vicki K. Chávez, Executive Director

Addendum #1

RFP 21-01: Speech Therapy Services

Notice to Potential Offerors: The above referenced RFP is hereby amended as follows:

The following questions or requests for clarification were received regarding this project. Following each question or request for clarification is the response.

1. While all therapists will be licensed and located in New Mexico, is it your preference for the awarded vendor to have an office in New Mexico?
No
2. Does the district intend to award to a single vendor or to multiple vendors?
Single Vendor
3. Would you consider certified therapy assistants such as an SLPA or CFY?
No
4. What would be the average student caseload and number of schools served by the SLP?
An average of 40 to 50 students
5. Are resumes required at the time of proposal submission or only upon award?
Resumes required upon award
6. Do you require vendors to guarantee the provision of therapy services, or is it understood that vendors will begin recruiting on a best efforts' basis upon contract award?
Vendor must guarantee the provision of therapy services upon contract award
7. Can the vendor incur in 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?
N/A, Vendor must guarantee SLP's upon award
8. What would be the payment terms of Southwest Regional Education Cooperative #10 (Net 30)?
Payment terms (Net 30) for Hatch Valley Public Schools, after reconciliation of invoice and no errors are found
9. If your school will find a permanent employee of the district and our services will no longer be needed, will the school provide the awarded vendor with a 30 day out termination written notice?

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Yes, HVPS will provide vendor with a 30-day termination written notice

10. To complete the provision of therapy services, are testing/evaluation materials provided by Southwest Regional Education Cooperative #10 **OR** the Vendor?

HVPS will provide testing/evaluation materials

11. Will your school provide laptops/computers **and/or** an email account to the contracted providers during their assignment?

Yes, HVPS will provide laptops and email account

12. Will the therapists have access to internet capabilities, computers/laptops/iPads, office supplies, fax/copy machine at Southwest Regional Education Cooperative #10?

HVPS will provide office supplies, laptop, and office machines already in the district

13. Would the district pay for mileage travelling between school campuses on the same day? If so, what will be the district IRS Standard Rate?

Mileage is built into the hourly rate offered by the vendor

14. Can you provide the current incumbent vendor(s) names and fee rates providing the SLP services? Has your current vendor(s) been able to satisfy your service needs?

Sonrisa Therapy Services, fee rates: \$75.79 including GRT for Bilingual and \$72.59 including GRT for English. Yes, vendor satisfied speech services needs

15. We do not have an office in the State of New Mexico. While all SLPs will be licensed and located in NM, is it your preference for the vendor to have a local office?

No

16. Does the district intend on awarding to single or multiple vendors?

Single Vendor

17. Would you consider SLPA or CFY?

No

18. What would be the average student caseload?

The 5-day SLP has an average of 40 to 50 students, and 3-day SLP an average of 35-45 students

19. How many working days will contractors work during the school year?

Please refer to page 2 of the RFP, General Requirements one (1) h

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20. Would Hatch Valley Public Schools consider virtual services in the event distance learning is enforced or required?
Yes, HVPS will consider virtual services
21. What size document can you receive via email (For Example: 5 MB, 10MB, etc.)?
If document sent via email, will accept any document size
22. Are resumes required at the time of proposal submission?
No, resumes required upon award
23. What would be the payment terms? Net 30?
Payment terms (Net 30) for HVPS, after reconciliation of invoice and no errors are found
24. If Southwest Regional Education Cooperative #10 or Hatch Valley Public Schools terminates the contract for convenience, will you provide the awarded vendor with a 30-day written notice of termination?
Yes, HVPS will provide vendor with a 30-day termination written notice
25. Will your Cooperative or the School provide laptops/computers, testing/evaluation materials, required equipment, and an email account to the contracted providers during their assignment?
Yes, HVPS will provide laptop, evaluation materials, an email account and required equipment
26. Will the providers have access to internet capabilities, office supplies, fax/copy machine?
Yes, internet access is available, office supplies and office machines already in the district
27. Will you consider an hourly rate **range** depending on the candidates' level of experience **or** are you only looking for a fixed hourly rate for service?
Fixed Hourly Rate for Services

By signing this form, and submitting with the proposal, the offeror acknowledges receipt of all addenda issued.

_____ Firm Name

_____ Authorized Signature

_____ Date

If your proposal has already been submitted, and this addendum will affect your proposal, please contact the designated CPO found within the RFP document and we will return your proposal. Any proposals that have been received, and are not requested to be returned will remain with the CPO unopened until **July 28, 2020 at 3:00 p.m. MST.**

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