

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number	Page of Pages	
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2. Amendment/Modification Number MODIFICATION No. 01	3. Effective Date 08/09/2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Speech Language Pathology Services (RELATED)		
6. Issued by: District of Columbia Public Schools Office of the Chief Resource Strategy Officer Contracts and Acquisitions Division 1200 First Street NE, Suite 9 th Floor Washington, DC 20002		Code	7. Administered by (If other than line 6)		
8. Name and Address of Contractor (No. street, city, county, state and zip code)		X	9A. Amendment of Solicitation No. GAGA-2021-R-0156		
			9B. Dated (See Item 11) July 29, 2021		
			10A. Modification of Contract/Order No.		
			10B. Dated (See Item 13)		
Code	Facility				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>one (1)</u> copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. Accounting and Appropriation Data (If Required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS , IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14					
	A. This change order is issued pursuant to (Specify Authority): The changes set forth in Item 14 are made in the contract/order no. in item 10A.				
	B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.				
	C. This supplemental agreement is entered into pursuant to authority of:				
X	D. Other (Specify type of modification and authority) 27 DCMR 1623.1 (D) AMENDMENT OF SOLICITATION BEFORE CLOSING DATE				
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>one (1)</u> copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
The Solicitation has been amended as follows:					
1. Answers to the questions submitted by prospective offeror(s), in accordance with section L.5 "EXPLANATION TO PROSPECTIVE OFFERORS", in which the prospective offeror(s) shall submit questions no later than 12pm EST, Tuesday, August 3, 2021, are hereby included with this amendment as Attachment 'A'.					
2. DELETE:					
B.2.9 The District contemplates a Firm-Fixed Price Labor Hour contract award.					
B.2.2 An offeror responding to this solicitation that is required to subcontract shall be required to submit with its proposal, any subcontracting plan required by law. Proposals responding to this RFP may be rejected if the offeror fails to submit a subcontracting plan that is required by law.					

B.2.3 For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.

A Subcontracting Plan form is available at <http://ocp.dc.gov>, under Quick Links click on "Required Solicitation Documents".

3. INSERT:

B.2.9 The District contemplates a Firm-Fixed Price Labor Hour contract award.

B.2.10 An offeror responding to this solicitation that is required to subcontract shall be required to submit with its proposal, any subcontracting plan required by law. Proposals responding to this RFP may be rejected if the offeror fails to submit a subcontracting plan that is required by law.

B.2.11 For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.

A Subcontracting Plan form is available at <http://ocp.dc.gov>, under Quick Links click on "Required Solicitation Documents".

4. DELETE:

C.5.10 The Contractor's provider staff, and management staff shall undergo Testing for TB Infection, and background checks pursuant to DCPS standards, including fingerprinting, drug screening, and satisfy all DCPS clearance requirements. Contractor shall complete the DCPS fingerprinting and drug testing at no cost to the Contractor. Requirements must be completed prior to school assignments being provided and before any provider/manager staff services DCPS students under this contract.

5. INSERT:

C.5.10 The Contractor's provider staff, and management staff shall undergo Testing for TB Infection, and background checks pursuant to DCPS standards, including fingerprinting, drug screening, Child Protective Registry (CPR), Sex Offender Registry (SRO), and satisfy all DCPS clearance requirements. Contractor shall complete the DCPS fingerprinting and drug testing at no cost to the Contractor. Requirements must be completed prior to school assignments being provided and before any provider/manager staff services DCPS students under this contract.

Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.

15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer	
		LaVeta Hilton	
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed
(Signature of person authorized to sign)		<i>LaVeta Hilton</i> (Signature of Contracting Officer)	8-9-2021

Attachment A

Question #1: Regarding the CEU and trainings. It is our understanding that we would be required to provide two workshops a year and then if we have three or more people placed, one full ASHA approved CEU course. If we say we will be unable to provide those and put N/A in that section, will our response be marked as non-responsive and not reviewed?

Answer: Yes, this is a requirement in proposal as outlined in section C.5.42, C.5.42.1, and C.5.21. This requirement is included in the technical criteria outlined in section M.3.1 under “staff supervisions and trainings” which is worth a maximum of ten points.

Question #2: May we have a copy of attachment J.17 Contractor Previous Client Form for the Technical Criteria? It is requested in the bid but I don't see it listed in the attachments section on the website

Answer: A copy of the *Contractor Previous Client Form* is attached to this amendment and will be uploaded to the DCPS website as attachment J.17 to solicitation GAGA-2021-R-0156.

Question #3: Also, can you please verify that this response will require a subcontracting plan to equal 50% of the dollar volume?

Answer: In accordance with section B.2.3 and H.9, “For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted”.

Question #4: B.2.3. For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted in accordance with section H.9. Is the 50% subcontracting plan dollar volume allocation a requirement for this Speech RFP? Is there a process for prime contractors to contact and collaborate with CBEs?

Answer: (A) In accordance with the District’s Department of Small and Local Business Development requirements, “For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted”. (B) The 50% subcontracting plan dollar volume allocation is a requirement for this Speech RFP. (C) Prime contractors can review the DSLBD website (<https://dslbd.dc.gov/service/find-certified-companies>) to search the list of CBEs. Prospective offerors can also contact the DSLBD via business.opportunities@dc.gov for further assistance and/or guidance in searching CBEs.

Question #5: Which vendors are currently providing the services requested in the RFP by discipline?
a. What rates are you paying each vendor by discipline?
b. Have your current vendors been able to meet all of your existing service needs? If not, which of your needs are not being met?:

Answer: DCPS’ last contract for Speech-Language Pathology services ended June 2021.
a. For SY 20-21, vendor rates ranged from \$72 to \$78 per hour.
b. During SY 20-21, vendors were unable to meet the program’s needs.

Question #6: Is there a budget available for this project? a. If so, what is that budget?

Answer: The program has an estimated need of five (5) full-time equivalent Speech Language Pathologists. Based on the District's need outline in solicitation GAGA-2021-R-0156, prospective offerors shall provide their best pricing as requested in section(s) B.2 "Price Schedule" and insert pricing in section B.3 "Price/Cost Schedule – Labor Hours".

Question #7: Would the district consider a mutual indemnification clause in any resulting contract?

Answer: During the evaluation phase of proposals, the District reserves the right to negotiate with prospective offerors that are deemed in the competitive range.

Question #8: Will the District consider any redlines/deviations to the contract terms during the negotiation phase?

Answer: The District will evaluate all submitted proposals during the evaluation phase. Please note, in accordance with 27 DCMR Chapter 16 Section 1632.1(a) the District is not required to conduct a negotiation phase.

1632 SELECTION OF NEGOTIATION PROCESS

1632.1 After evaluation of the proposals using only the criteria stated in the RFP and in accordance with weightings provided in the RFP, the contracting officer may elect to proceed with:

- (a) Award of the contract without negotiations or discussions in accordance with § 1633;
- (b) Negotiations with the highest ranked offeror in accordance with § 1634;
- (c) Discussions with all offerors in the competitive range in accordance with §§ 1636, 1637, 1638 and 1639; or
- (d) Negotiations with the highest ranked offeror after discussions with offerors in the competitive range or after receipt of best and final offers in accordance with § 1634.

Question #9: What is the tie-breaking criteria proposals with identical scores based on the evaluation criteria?

Answer: All submitted proposals are individually evaluated in accordance with section M.3 "Evaluation Factors". Per section M.1 of solicitation GAGA-2021-R-0156:

The contract will be awarded to the responsible offeror whose offer is most advantageous to the District, based upon the evaluation criteria specified below. Thus, while the points in the evaluation criteria indicate their relative importance, the total scores will not necessarily be determinative of the award. Rather, the total scores will guide the District in making an intelligent award decision based upon the evaluation criteria.

Question #10: In what order will the District request candidates from awarded vendors (based on highest proposal score, all-call, etc.)?

Answer: In accordance with GAGA-2021-R-0156, the evaluated successful awardee shall comply with –

- C.5.13.2 The staffing roster must be submitted to the DCPS SLP Program Manager by the following deadlines:
 - a. Within two (2) weeks of contract award;
 - b. Extended School Year = May 15th; and
 - c. Upcoming school year = July 15th
- C.5.13.3 The Contractor’s staffing plan shall detail the staffing and supervision assignments across DCPS. During the contract period and school year, the Contractor is required to submit an updated provider roster to capture changes in regular staff (i.e., resignations, terminations, new additions, etc...).

Question #11: What is the approximate award notification date?

Answer: The District has an estimated start date of August 23, 2021. Upon completion of the solicitation evaluation phase, the District anticipates award notification will occur before this date.

Question #12: What are the approximate contract start and end dates?

Answer: In accordance with solicitation GAGA-2021-R-0156, section F.1, *“The term of the base year contract shall be from August 23, 2021, through July 31, 2022”*.

Question #13: What is the process for contract renewal?

Answer: In accordance with solicitation GAGA-2021-R-0156, section F.2.1, *“The District may extend the term of this contract for a period of four (4) one-year option periods. The District will give the Contractor preliminary written notice of its intent to extend an option year at least thirty (30) days before the contract expires”*.

Question #14: Page 3 reads: For contracts in excess of \$250,000, at least 50% of the dollar volume of the contract shall be subcontracted in accordance with section H.9. Does this apply to this RFP for direct service?

Answer: Yes.

Question #15: Regarding the project listed below, are there previous awarded incumbents? If so, can you please provide the contract along with the vendor rates.

Title: Speech Language Pathology Services
Solicitation # GAGA-2021-R-0156

Answer: DCPS’ last contract for Speech-Language Pathology services ended June 2021. The previous solicitation #GAGA-2015-R-0046 is available using this [link](#). Awarded contracts from this solicitation ranged from \$70 to \$77 per hour.

Question #16: Who are the current vendors providing services?

Answer: DCPS' last contract for Speech-Language Pathology services ended June 2021. DCPS does not have a current vendor for speech-language pathology services.

Question #17: Are your current vendors meeting your needs?

Answer: DCPS' last contract for Speech-Language Pathology services ended June 2021.

Question #18: What is the anticipated award date?

Answer: The District has an estimated start date of August 23, 2021. The District anticipates award notification prior to this date.

Question #19: How will vendors be notified of award?

Answer: The District will notify the evaluated successful vendor(s) via email notification and telephone.

Question #20: Do you anticipate awarding one or multiple vendors?

Answer: The District has a need for an estimated five (5) full-time equivalent speech-language pathologists. The District will make award(s) to as many vendors needed to fulfill the 5 FTE staffing need.

Question #21: What are the currently hourly bill rates by vendor?

Answer: For SY 20-21, vendor rates ranged from \$72 to \$78 per hour.

Question #22: What is the anticipated # of full-time or # of part-time positions?

Answer: Per GAGA-2021-R-0156, section C.4.1 - At the time of this solicitation, DCPS has an estimated need of approximately five (5) full-time Equivalent (FTE) speech-language pathologist to supplement DCPS' staff to provide school-based Speech Language Pathology services. Each proposed speech-language pathologist must be available to work a minimum of three (3) days per week (section C.5.13.1)

Question #23: Is the vendor expected to have a clinic or local office?

Answer: The vendor is not expected to have a clinic or local office; however, the vendor must be registered to conduct business in the District of Columbia. Prospective offerors should register their company with the District's Department of Consumer and Regulatory Affairs - <https://dcra.dc.gov/page/corporations>.

Question #24: Will assigned therapists have access to therapy materials, supplies, equipment, evaluation kits, and protocols provided by your schools?

Answer: No. In accordance with GAGA-2021-R-0156, section B.2.3, the Contractor shall provide assessment kits, assessment protocols, intervention materials and technology equipment such as laptops or cellular phones to their staff.

Question #25: Will assigned therapists have access to computers/laptops and printers provided by your schools?

Answer: No. In accordance with GAGA-2021-R-0156, section B.2.3 the Contractor shall provide assessment kits, assessment protocols, intervention materials and technology equipment such as laptops or cellular phones to their staff.

Question #26: Can pricing increase during the term of the contract?

Answer: Yes. Refer to section B.3 – *Price/Cost Schedule*. As part of the Contractor’s response, the Contractor shall complete pricing tables for the base year and each of the one-year option years (sections B.3.1, B.3.2, B.3.3, B.3.4, and B.3.5).

Question #27: Do you require resumes of potential contracted therapists to be included in our submission?

Answer: Yes. Refer to section M.3.1 -Professional Qualifications. Respondents should provide documentation to support qualification of each proposed staff member and SLP clinical lead. Documentation must consist of copies of:

- Completion of Staffing Roster Form (see sample document J.16)
- Resume and/or Curriculum Vitae
- SHA Certification Status
- DC DOH License Status
- OSSE Status

Question #28: Do you require the candidate license verification to be included in our submission?

Answer: No. Refer to section C.5.1.2, the Contractor shall submit the DC Department of Health license to SLP Program Manager five (5) business days prior to the Contractor’s staff start date.

Question #29: How many candidates/resumes will you need per discipline?

Answer: Refer to Section C.4.1 - At the time of this solicitation, DCPS has an estimated need of approximately five (5) full-time Equivalent (FTE) speech-language pathologist to supplement DCPS’ staff to provide school-based Speech Language Pathology services. Offeror shall submit enough resumes to fulfill the five (5) full-time FTE equivalent with related services providers that are working no less than 3 days per week (section C.5.13.1)

Question #30: Does the district reimburse for mileage for travel between schools?

Answer: No. In accordance with GAGA-2021-R-0156, section B.2.7, the hourly rate shall include all direct and indirect costs.

Question #31: Will services be provided on site or virtually or a hybrid of both for the 21/22 SY?

Answer: Per section C.1.5, the Contractor shall provide services according to the need of school-based Speech-Language Pathology services set forth in this contract for the DCPS schools. Currently, DCPS' SY 21-22 educational model is 100 percent in person learning for students with one virtual learning academy for students with an approved medical certification. Per section C.1.4, the Contractor shall provide the services in school building, homes (HHIP only) and remotely using distance learning/telehealth services using DCPS's approved platform.

Question #32: Does the District plan to issue RFPs for other related services?

Answer: The District does not have current plans to issue RFPs for other related services.

Question #33: Do you have a preference for how we bind our bids, i.e. 3-ring binder, binder clip, stapled, etc?

Answer: Prospective offerors shall submit proposals in accordance with section L.2 "*Proposal Organization and Content*" (see copy of contract language below).

L.2 PROPOSAL ORGANIZATION AND CONTENT:

L.2.1 The offeror shall submit one (1) original **electronic** copy of the proposal and associated attachments. The proposals shall be submitted in two parts titled, "Technical Proposal" and "Price Proposal". The electronic proposal shall have a 12 point font size on 8.5" by 11" paper size. Telephonic, telegraphic, and facsimile proposals will not be accepted. Each proposal shall be submitted via dcpsoca.inquiries@k12.dc.gov and file marked: [**Proposal in Response to Solicitation No. RFP GAGA-2021-R-0156 "Speech Language Pathology Services (RELATED)"**] The email transmission must include the name of bidder/offeror, email address, and telephone number].

L.2.2 All attachments shall be submitted as a .pdf file. The District will not be responsible for corruption of any file submitted. If the submitted file cannot be viewed and printed as submitted, it will not be considered.

L.2.3 The offeror shall submit two (2) attachments in its electronic submittal: (1) a technical proposal, and (2) a price proposal. **Please note that each attachment is limited to a maximum size of 25 MB.**

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