

**Addendum #1**  
**RFP – Autism Services**

Q: Who are the current vendors providing services?

**A: Wild Child LLC and Virginia Autism & Behavior Consulting**

Q: Are your current vendors meeting your needs?

**A: Yes**

Q: How will vendors be notified of award?

**A: Phone call and an e-mail to the awarded bidder(s) and the ones that did not will get an e-mail notifying they were not chosen. Bidders can also watch the bids on the website where we post the notices of intent to award to see the decisions**

Q: Do you anticipate awarding one or multiple vendors?

**A: Multiple vendors**

Q: What are the current hourly bill rates by vendor?

**A: Wild Child LLC, \$100/hr., Virginia Autism, \$110/hr.**

Q: If we provide per eval rates, does the district require vendors to provide all of the assessments?

**A: The vendor is required to provide all of the assessment materials.**

Q: How many billable hours are in a school day?

**A: 7 hours**

Q: What is the anticipated number of full-time or number of part-time positions?

**A: 56 hours monthly on average**

Q: Is the vendor expected to have a clinic or local office?

**A: No, the vendor isn't expected to have a clinic or local office**

Q: Will services be provided on site or virtually or a hybrid of both for SY22-23?

**A: On site**

Q: Will assigned candidates have access to materials, supplies, equipment, evaluation kits, and protocols provided by your schools?

**A: Candidates are expected to provide materials, supplies, equipment evaluation kits and protocols**

Q: Will assigned candidates have access to computers/laptops and printers provided by the schools?

**A: No**

Q: Do you require resumes of potential contracted candidates to be included in our submissions?

**A: Yes**

Q: Do you require the candidates' license verification to be included in our submission?

**A: Yes**

Q: Is it the schools expectation to hire the candidates we will include in our proposal response if we get awarded?

**A: The vendor will invoice monthly for contractual hours of the service providers, provide workers compensation, and provide liability insurance for candidates.**

Q: How many candidates/resumes will you need per discipline?

**A: Resumes will be required for the BCBA and BCaBA's providing the services in the schools**

Q: Can pricing increase during the term of the contract?

**A: Please list your annual increase percentage rate that will be in place. Only annual increases per the agreement are allowable.**

Q: 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?

**A: Bill for direct services**

Q: Does the school district reimburse for mileage?

**A: No**

Q: Does the District plan to issue RFP's for other related services?

**A: No, not at this time**

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

**A: No preference, as long as the original document is not bound**

Q: The following was stated on page 2 section 1 titled Purpose: Two (3) copies of the proposal are required? Can you please confirm if you want 2 or 3 copies?

**A: Three (3) copies with one being non-bound please**