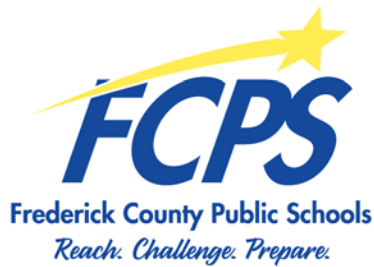


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May 2, 2018

ADDENDUM 1
RFP 18MISC10, Contract Service Agencies for Private Duty Nursing

DUE DATE: May 15, 2018, at 2:00 P.M.

We are providing the following **partial** list of questions and answers that we have complied.

Addendum 2 will be issued by close of business on May 4, 2018, and will contain answers to the remaining questions.

1. Who are the 4 agencies currently supplying services and what are their rates?
 - Maxim Healthcare RN \$43 LPN \$39
 - Professional Nursing RN \$45 LPN \$35
 - Medical Staffing RN \$45 LPN \$39
 - High Qualify Nursing RN \$45 LPN \$35
2. The RFP says to submit a USB flash drive. Can we submit a CD instead?
 - Yes.
3. What is the current labor mix of Registered Nurse (RN), Licensed Practical Nurse (LPN), Certified Nursing Assistant (CNA), and Certified Medication Technician (CMT)?
 - Currently all assignments are being filled by LPNs or RNs. FCPS would like to have the CNA and CMT labor rates provided in the event COMAR regulations change during this contract term and additional labor categories are required.
4. We are a small startup with no recorded prior experience, how would we be evaluated for award consideration?
 - Page 31, # 11.c. "MINIMUM QUALIFICATIONS FOR AN AGENCY TO BE CONSIDERED FOR AWARD" states that an agency must have a minimum three-year work history under its current ownership.
5. Why is the district utilizing a solicitation for the services requested in this bid?
 - COMAR regulation and Board of Education of Frederick County policy require competitive services, in excess of \$25,000 per fiscal year, to be competitively bid.
6. How many vendors does the district expect to award a contract to for the services requested in this solicitation?
 - The total number of awards will depend on the number of qualified bidders. As indicated in the bid solicitation, page 25, #4.a. "FCPS currently has contracts with four agencies for 13 students, valued at an approximated \$1,000,000 per annum. The current year's assignments will not automatically transfer to other agencies qualified under this procurement. FCPS staff will review each of the students' needs and associated costs prior to modifying existing agreements."
7. How will vendors be notified of award?
 - All bidders will be notified via email within two days of Board of Education action of their status as an awarded or non-awarded vendor. The tentative award date for this solicitation is June 13.



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8. What was the total amount of FTE contract RN, LPN, and CNA's utilized during the 2016-17 SY?
- 2 LPN/RN for 4.5 hours/day
 - 2 LPN/RN for 8.4 hours/day
 - 1 LPN/RN for 8.75 hours/day
 - 4 LPN/RN for 9.0 hours/day
 - 2 LPN/RN for 9.5 hours/day
 - 2 LPN/RN for 10.2 hours/day
9. What travel between schools is expected for these providers?
- There is currently no travel needed between schools. Some assignments, however, require the nurse to accompany the student to and from their school.
10. Can district please clarify the information requested on Page 42, Section V (References), question #1?
- If you have provided nurses for FCPS in the past five years, answer "yes"; indicate if the nurse(s) were licensed RN, CN, CNA or CMT, and year(s) of their assignment.

Thank you for your patience.

Sincerely,

Billie Laughland

Billie Laughland, Purchasing Agent
billie.laughland@fcps.org

BL/kl

cc: Jenifer Waters, Health Service Specialist
Bid Binder