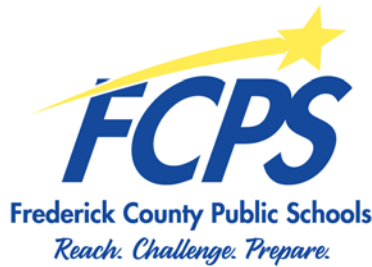


Purchasing Office
191 South East St
Frederick, Maryland 21701
301-644-5212 phone
301-644-5213 fax



Stephen P. Starmer, C.P.M., CSBA,
Purchasing Manager
Kim Miskell, Assistant Purchasing Manager
Bill Meekins, CPPB, CSBO, CPCP,
Purchasing Agent
Billie Laughland, Purchasing Agent
Shane Ryberg, Purchasing Agent

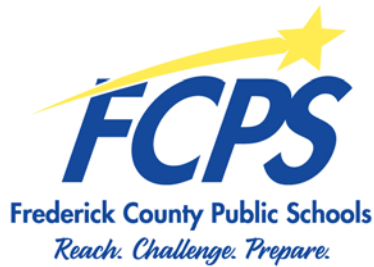
May 30, 2018

ADDENDUM 1
RFP 18MISC12, Special Education Service Providers

DUE DATE: June 14, 2018, at 2:00 P.M.

Please be advised of the following list of questions and answers that we have compiled.

1. If there are conflicting terms and conditions, be advised that Section II, Specific Terms and Conditions on pages 19-27 and the Form of Proposal, pages 30-32, supersede Section I, General Terms and Conditions on pages 8-18.
2. General Terms and Conditions, Section 2, 10 f (p. 24): This does not apply if owner's/employee's personal vehicles are used. Correct?
 - Correct.
3. Technical Questionnaire, I. Qualifications: Do you want information for the owner, employees, or both?
 - The questionnaire and solicitation are primarily intended to qualify an individual who works on their own and is the provider of the services. However, if you are a company that employs individuals who will provide the services, the company is responsible for providing credentialed individuals on an as needed basis to conduct the therapy or evaluation services for which they are bidding. Therefore, you should answer the questions for both the owner and the employees, as appropriate.
4. General Terms and Conditions, Section 1, 6 e (p. 9): Is Certificate of Registry the same document as Certificate of Status or Certificate of Good Standing?
 - For this solicitation, yes.
5. On page 33/ Signature Acknowledging Proposal, it requests a Registered Maryland Contractor Number. Could you clarify what this is?
 - For this bid solicitation, see # 4 above and refer to Section 1, 6 e (p. 9).
6. If one is bidding as a registered corporation in the state of Maryland, do you need a copy of the articles of organization?
 - No.
7. Do you also need a copy of a certificate in good standing issued within a certain time frame?
 - If you are bidding as a company and have just registered in the State, include in the proposal a copy of the screen that confirms your submission.



- If you are bidding as a company and are already registered in the State, a copy of the Certificate of Status screen that confirms the company is in good standing is sufficient. We do not need an original certificate.
 - If you are bidding as an individual, this does not apply. Refer to Section 1, 6 e (p.9).
8. If owner/primary SLP is unable to perform the services outlined in this RFP, is the awarded contractor able to sub contract the services outlined to other independent contractors that they currently work?
- No. If the awardee is an individual, refer to page 21, #6.b. for clarification: “An individual may turn down a referral if they are temporarily unavailable due to other work commitments; however, continual unavailability may be grounds for non-renewal or contract termination.”
 - If an awardee is a company, an assignment may be turned down if a qualified individual is temporarily unavailable due to other work commitments; however, continual unavailability may be grounds for non-renewal or contract termination.

Sincerely,

Billie Laughland

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

BL/kl

cc: Carol Breeze, Director of Compliance and Student Support
Bid Binder