



***GARLAND INDEPENDENT SCHOOL DISTRICT***

**PURCHASING DEPARTMENT**

*501 S. Jupiter  
Garland, Texas 75042*

**April 14, 2023**

**ADDENDUM 1, RFP #394-23-08 (781546)**

**Special Education Services**

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

**QUESTION 1:**

We received an invitation for RFP 394-23-08 however, we are approved under RFP 394-19-07 until June 24, 2024. Should we still apply to this new RFP or do you plan on releasing a new one next year as well?

**ANSWER 1:**

Yes, RFP 394-23-08 Is federally compliant and RFP 394-19-07 is not federally complaint.

**QUESTION 2:**

Will Garland ISD accept any of these services delivered via teletherapy?

- SLP Direct Therapy Services, Evaluation or Assessment
- OT Direct Therapy Services, Evaluation or Assessment
- LSSP Direct Therapy Services, Evaluation or Assessment

**ANSWER 2:**

Yes, Garland ISD will consider teletherapy options if district staffing allows.

**QUESTION 3:**

Regarding p.2 Section 1.1.4 of the Sourcing RFP Template, verifying that we are to submit a printed copy to the address in the RFP along with a Flash Drive to arrive by the due date? Do we also complete a submission in Oracle?

**ANSWER 3:**

Yes, you can submit a copy to the address on the RFP along with flash drive or you can submit your response online you don't have to submit twice.

**QUESTION 4:**

Are electronic signatures, such as DocuSign, acceptable on the bid forms?

**ANSWER 4:**

Yes, if you are submitting online DocuSign signatures are acceptable. If you are submitting a hardcopy you must do a pen signature.

**QUESTION 5:**

For the Licensed Speech Language Pathologists – would the district consider services delivered fully virtually via teletherapy?

**ANSWER 5:**

Yes, Garland ISD will consider fully virtually teletherapy options if district staffing allows.

**QUESTION 6:**

Would speech generating devices for the non-verbal be included in this bid?

**ANSWER 6:**

No, speech generating devices will not be included in this bid.

**QUESTION 7:**

We are interested in the RFP opportunity for special education services and are an approved vendor with other EPCNT member districts. Are we able to piggy back previous RFP awards for this opportunity?

**ANSWER 7:**

We recommend that vendors respond to the Garland ISD RFP. Vendors chosen in response to our RFP will be given preference.

**QUESTION 8:**

What is the duration of request for quote/eventual contract? 2 years, 3, years, etc.

**ANSWER 8:**

The term of this contract shall be **June 30, 2023** (or date of award) through June 30, 2024 with the contract renewing annually for four years.

**QUESTION 9:**

Is there an extension for a certain number of years?

**ANSWER 9:**

The term of this contract shall be **June 30, 2023** (or date of award) through June 30, 2024 with the contract renewing annually for four years

**QUESTION 10:**

When would the training and professional development be expected to be completed?

**ANSWER 10:**

The district subscribes to fingerprinting when the contractor is approved to be paid for services with an executed purchase order. The vendor will then be given a badge to allow them to enter Garland ISD campuses. Training will be conducted by the speech-language pathologist leaders.

**QUESTION 11:**

Can the recommended professional development be more than 5 days at 7.5 hours per day for PK-5<sup>th</sup> grades?

**ANSWER 11:**

No, the recommended professional development will not be more than 5 days at 7.5 hours per day for PK-5<sup>th</sup> grades

**QUESTION 12:**

Will virtual offers for speech therapy services be accepted?

**ANSWER 12:**

Virtual offers will be considered by Garland ISD if district staffing allows.

**QUESTION 13:**

We are an approved vendor with other EPCNT member districts, and I wanted to see if we would be able to utilize those awards to partner with Garland ISD.

**ANSWER 13:**

We recommend that vendors respond to the Garland ISD RFP. Vendors chosen in response to our RFP will be given preference.

**QUESTION 14:**

Section 3.24 states: “At a minimum, the company recommended for award shall: Obtain required criminal history record information, through the Department of Public Safety’s Fingerprint-based Applicant Clearinghouse of Texas (FACT), regarding its employees assigned to work GISD premises.”

In July 2021, it was decided by the TEA that contracting agencies will lose access to the TX DPS FACT Clearinghouse and school districts will be responsible for making sure individuals criminal records are good through the Clearinghouse. (<https://tea.texas.gov/texas-educators/investigations/fingerprinting/requirements-for-school-district-contractors>).

Please confirm that Garland ISD is aware that contracting agencies will not be able to access their employees’ information in the TX DPS FACT Clearinghouse and that Garland ISD will need to hold these subscriptions.

**ANSWER 14:**

Garland ISD contractors are required to provide fingerprints, and while Garland ISD still has access to their prints via DPS, the contractors are no longer given access to the DPS website. Vendors no longer have access to the criminal records of their contractors through DPS.

**QUESTION 15:**

If we offer more Special Education Staffing Services disciplines than listed in the RFP, is there a way to submit the rates for those as well?

**ANSWER 15:**

No, we don’t offer more Special Education Services for disciplines than what’s listed in the RFP.

**QUESTION 16:**

Would this district contract teletherapy services to administer bilingual Full Individual Evaluations done by an Educational Diagnostician?

**ANSWER 16:**

Yes, the district would consider teletherapy services to administer bilingual full individual evaluations to be completed by an educational diagnostician if district staffing allows.

**QUESTION 17:**

Also, as a certified Spanish teacher and Educational Diagnostician would that suffice to provide translation services for Special Education documents?

**ANSWER 17:**

Yes, a certified Spanish teacher and Educational Diagnostician would that suffice to provide translation services for Special Education documents

**QUESTION 18:**

Will 3 reference be a requirement?

**ANSWER 18:**

Yes, 3 references will be required and will be part of the evaluation process.

*Mayte R. Martinez*  
Mayte R. Martinez  
Assistant Director of Purchasing

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Company Name

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Address

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City                      State                      Zip

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Signature

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Title