

RFP# 2627-4 Addendum #1

- **Q.1** Service model (p. 45): Would the District consider a staffing proposal in which we recruit, screen, credential, and employ qualified personnel to support the District's behavioral program, while the District retains responsibility for program management and oversight?

Yes, we would consider a proposal where the provider recruits, screens, credentials, and employs qualified personnel to support the District's behavioral program. The District would retain responsibility for program management and oversight.

- **Q.2** Partial proposals (pp. 45–46): May vendors propose individual disciplines, such as RBTs/paraprofessionals or BCBAs, based on their staffing capabilities, or must one vendor provide all services listed?

The district prefers that one vendor provide all services.

- **Q.3** Assignments and coverage: How many positions are anticipated for each discipline, and what are the expected weekly hours? Would these be ongoing assignments with consistent schedules? Please confirm whether placements and replacement requests may be fulfilled subject to qualified personnel availability.

We anticipate three RBT positions, but may need adjustments. We will consider a BCBA knowledgeable in ERI programs providing supervision for the RBTs and program planning. RBTs would have a consistent schedule five days per week from 8:30-3:00 and off when school is not in session. The BCBA provides 6 hours of supervision, plus additional set hours for program planning and meetings with current staff and administration.

- **Q.4** Qualifications and pricing categories (pp. 45–46): Does "RBT-trained" require active RBT certification? Please also confirm whether "Clinical Associates" refers to RBTs/paraprofessionals and "Behavior Consultant" refers to a BCBA.

RBTs must have an active certification. "Clinical Associates" refers to RBTs, and "Behavior Consultant" refers to a BCBA. All certifications must be current.

- **Q.5** BCBA supervision and program responsibilities (p. 45): Could an assigned BCBA provide the required supervision, program guidance, and staff training during their scheduled assignment hours, in coordination with District leadership? Or is the staffing company expected to provide separate clinical oversight and a company-developed training program?

The BCBA may provide the required supervision, program guidance, and staff training during their scheduled assignment hours, in coordination with District leadership. They will not be compensated beyond the contractual hours.

- **Q.6** FBAs and materials (p. 45): May requested FBAs be completed by an assigned BCBA during their scheduled hours and billed at the contracted hourly rate? Would the District provide the necessary assessment tools, materials, and program supplies?

Yes, the FBA may be completed by the assigned BCBA during scheduled hours. The district will not provide assessment tools for the FBA but will supply materials for the program.

- **Q.7** Billable time (p. 45): Please confirm whether all approved hours worked, including preparation, documentation, meetings, supervision, and required training, may be billed at the applicable hourly rate. How much preparation time is anticipated beyond the six-hour day?

Billable time includes approved work hours, including documentation, meetings, supervision, and training, billed at the hourly rate. The program is currently in place and requires adjustments and refinement. Preparation time is not determined beyond the six-hour day and will be discussed at the initial planning meeting.

- **Q.8** Submission deadline: The RFP lists “Tuesday, November 6, 2026,” but November 6 falls on a Friday. Please confirm the correct submission date and whether the deadline remains 10:00 a.m.

The submission deadline is Friday, November 6, 2026, at 10:00 AM.