1. What is the typical caseload for therapists?
   *This would be dependent on how the vendor decides to meet the required services on the IEP*

2. How many schools are typically on a therapist’s caseload?
   *Again, this would be dependent on how the vendor decides to meet the required services on the IEP. There are twelve schools in GCPS plus infants and toddlers.*

3. How many working days for therapists each school year?
   *GCPS students attend 180 days of school. Infants and Toddler is a year round service.*

   **In regards to billable hours:**

4. Are IEP meetings billable?
   *Yes*

5. Are orientation sessions, professional development and other district-sponsored meetings billable?
   *No*

6. Are we allowed to bill for paperwork and documentation?
   *Yes*

7. Are we allowed to bill for mileage and travel between school sites?
   *Mileage will be included in the hourly rate*

8. How many hours are in a typical school day (i.e. how many hours are therapists allowed to be on-site and billing)
   *Students are in school six hours and thirty minutes a day*

9. On what date do you anticipate making this award and notifying vendors of the award status?
   *By June 30, 2017*

10. Who are the current vendors for OT and PT services?
    *School Therapy Services currently provides both OT and PT services*

11. Please provide the current bill rate by vendor
    *Currently, OT/PT is $45.41 per hour*

12. Please provide the # of FTEs (full time equivalents) by vendor
    *The current vendor determines the amount of staff they needed to meet the services stated on the IFSP/IEP*
13. Have your current vendors been able to meet all of your current OT and PT services need?
   Yes

14. 8. How many OT’s and PT’s does the district have on staff?
   GCPS does not have any OT’s or PT’s on staff

15. 9. How many OT’s and PT’s openings does the district anticipate filling with this RFP?
   GCPS will not be filling any positions with this contract. The vendor will be providing the contracted positions based on the needs of the students

16. Is the district open to contracting for part-time therapists?
   That will be a vendor’s preference based on the services on the IFSPs and IEPs

17. Who is responsible for purchasing assessment equipment and supplies in order to provide services?
   The vendor will be responsible for assessment materials. GCPS will order any supplies needed for a student

18. What are the district’s payment terms?
   Monthly

19. Are provider resumes required with the proposal submission?
   Resumes are not required, however, see page 4 of the Vendor Questionnaire regarding additional contracts.

20. Are you looking to contract with multiple vendors or a single vendor?
   GCPS will not allow multiple providers for any one service. GCPS will allow a different vendor to provide OT services from PT services

21. Will each specialty be awarded to a single vendor?
   Yes

22. How many billable hours in a week?
   Please see page 2- Bid Proposal Questionnaire- exhibit A

23. What is the duration of the contract?
   July 1, 2017-June 30, 2018

24. Are testing materials provided?
   No