



PROVIDING EXCEPTIONAL SERVICES
TO CHILDREN, FAMILIES, AND
COMMUNITIES ACROSS NEW MEXICO

2002 SUDDERTH DRIVE, RUIDOSO, NM 88345
(575) 257-2368 - WWW.REC9NM.ORG

Region 9 Education Cooperative
REQUEST FOR PROPOSAL 26017
R9 Related Services

Addendum #A
Questions & Answers

1. Are you looking for (3) reference Point of Contacts in addition to (2) letters of reference? Or one or the other?

In accordance with RFP 26017:

Offerors must submit three (3) references: Include organization name, contact person, phone, e-mail address, starting and ending dates and services performed.

AND

Offerors must attach two (2) letters of professional references from former employers.

2. What was last years spend on each modality, etc?

These figures differentiate between most of the modalities from year to year, as the schools we provide services to differ from year to year. We do not track expenditures based on modality, but rather by contracting agency or individual.

3. Does the District currently contract for these services? **Yes**

a. If so, with how many agencies? **9**

b. If so, are the current agencies able to meet the District's needs? **No, at this time we have been unable to staff a few positions for the 25-26 school year.**

c. What are the current rates for each service?

i. Service rates are identified by each individual contractor or contracting agency. **There is a wide range of fees that each contractor or contracting agency charges.**

4. Are you open to virtual services? **Yes, but in person is preferable.**

5. Will more than one vendor be awarded? **It is possible. It will depend on how many responses are submitted and whether or not the responses meet all of the requirements.**



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6. Will any redlines/deviations be accepted to the terms? **Please refer to Appendix E in RFP 26017.**
 - i. Are you open to negotiations after the award? **Offeror may submit requested changes of contract terms and/or conditions for consideration for contract award in their submitted proposal.**
7. Can you provide a breakdown of the points/weights for the scoring criteria? **Please refer to RFP 26017, Section iv. RESPONSE FORMAT AND ORGANIZATION, G. EVALUATION, A. Evaluation Point Summary and Factors.**
8. Would you consider proposals for only virtual (teletherapy) services for RFP: Activity I for Special Education Related Services (fully remote OT, SLP, School Psychologist, and Mental Health Professionals/Counseling, Licensed Clinical Social Worker)? **Yes, but in person is preferable.**
9. If the vendor's intent to respond may vary depending on the Q&A released after the distribution and question period close, can the vendor still submit a response if the online Distribution List was originally completed as "No" for intent to respond? Or, vice versa, can the vendor answer "yes" on the Distribution list but later choose not to respond? **Yes**
10. Would R9 accept electronic signatures on the proposal forms as part of the electronic/online submission? **Yes**
11. Per page 21, section E, is listed under section "3. Supplemental Information" of the proposal format, excluded from the 100-page limit? **Yes, Supplemental information may be appended to the proposal.**
12. If the vendor can offer on-site facilitators to support its teletherapy (virtual) services under Activity I, can the vendor's proposal include details on the scope and rates for facilitators separately from the Cost Proposal Form? **Please provide a Cost Proposal Form for each, on-site and virtual. Please provide details in the Technical Proposal response.**
13. How many vendors has R9 historically awarded the RFP Activity I on average for past solicitations? **This depends on the needs and has varied from year to year from a couple vendors to many many vendor awards.**



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14. Do you require resumes of potential service providers upon proposal submission under Technical Proposal item b titled "Academic Preparation," and if so, would you accept blind resumes with full names/license numbers withheld? **Yes**
15. If resumes of potential service providers are required upon submission, would you consider resumes of service providers whose NM PED license is pending at the time of submission, with licenses for assigned providers to be provided upon award? **Yes. However, it is preferable that the NMPED license is in place prior to the start date, but must be in place upon 90 days of the start date.**
16. How does R9 handle price adjustments after the initial one-year term if the vendor seeks a mutual annual price increase when the RFP is renewed? **REC 9 is open to reasonable negotiations annually**
17. For the Cost Proposal Form, if the "Other Costs" vary, can the vendor write "see attached proposal" to provide full details of the additional costs for services (e.g., percentage fees or other charges separate from the service rates)? **Yes. Please provide this information just after the Cost Proposal in the Submitted proposal.**
18. On average, how many virtual providers did R9 utilize within the last one or two school years for OT, SLP, School Psychologist, Mental Health Counseling, and Social Work services? **For the 25-26 school year REC 9 utilized 9 Related Service contractors**
19. If the vendor is not based in New Mexico and the NM Gross Receipt Rate varies by location and the time of year, can the vendor specify "TBD as applicable" on the Cost Proposal Form, since the actual GRR rate would vary once services are needed? **Please supply a minimum/maximum GRT range for NM**
20. In addition to hourly rates, would R9 consider other fee structures, such as flat rates per assessment? **Yes, please submit all rates in the cost proposal.**
21. While the Cost Proposal Form is asking for rates per Direct Service, Administrative Time, and Travel Time, can you verify that the vendor will bill all indirect time/hours based on the hourly rate listed under "Administrative Time" since indirect time encompasses all other time spent that is not directly with the student including but not limited to meetings, meeting preparation, report writing, consultations, etc.? **Yes**



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22. Can the vendor attach additional pages to the Cost Proposal Forms to provide further details regarding the proposed prices and fees? **Yes**

23. Would the districts provide their students (not the service providers) with the hardware (e.g., computers, webcams, headsets), test kits, supplies, and other materials the students needed for services? **Yes**

24. What are your current vendor names and rates for OT, SLP, School Psychologist, and Mental Health Counseling services? **This information can be requested through and iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**

25. Can Region 9 provide information on the incumbent vendor(s) for these services? Additionally, can you share the historical and/or current estimated annual contract value and/or total spend for each Activity? (Ref. Section: I.A – Purpose of this RFP (or general background) **Please refer to the answer on question #2 & #24.**

26. Are services in Activity 1 expected to be onsite only or a hybrid of onsite and virtual? (Ref. Section: I.B – Scope of Work) **Yes, but in person is preferable.**

27. Can Region 9 clarify the expected travel requirements across participating districts, including typical geographic coverage, frequency of multi-site assignments, and average travel distances per provider? (Ref. Section: I.B – Scope of Work) **Travel requirements will vary depending on needs of the district.**

28. Can Region 9 provide estimated annual service hours and/or historical utilization data by discipline for both Activity and Activity II services? (Ref. Section: I.B – Scope of Work) **Service hours vary from year to year, depending on the number of districts who utilize Region 9.**

29. Is there a file size limit for the electronic submission portal? (Ref. Section: IV.C Proposal Format & Response Organization) **The proposal may be no longer than 100 single-spaced pages as a whole. Supplemental information may be appended to the proposal.**

30. Can Region 9 indicate the expected number of vendors to be awarded and how work will be distributed among awarded vendors? (Ref. Section: IV.G – Evaluation) **This is unknown at this time.**



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31. Can Region 9 clarify how New Mexico Preferences will be applied in the evaluation process? (Ref. Section: IV.G – Evaluation) **New Mexico Preference shall be applied in accordance with NMSA 1978 §13-1-21.**

32. Is the time spent in required meetings billable time? **Yes**

33. Does the EC estimate that required meetings will be held during the standard school day? **Yes**

34. Are required in-service trainings billable time? **Yes**

35. What is the estimated number of full-time contracted employees the EC expects to utilize for each role type? **That has not yet been determined.**

36. Are there required service fees associated with this contract? **There are fees associated with any supplies and materials, such as technology, materials, testing kits, and protocols if the contractor is unable to provide them on their own.**

37. Can the EC please define supervision as it relates to Activity 1, item 10 and Activity 2, item 11? **Particular disciplines require supervision per state licensing. REC 9 may require the need for contracted services in order to provide supervision or REC 9 may have a qualified supervisor for a contracted provider.**

38. Will there be a clinical supervisor overseeing contracted employees within each district? **For particular disciplines requiring supervision, supervision will be provided by a qualified supervisor, either through the contracting company or through Region 9.**

39. Can you confirm that the “Independent Contractor” provision applies to the awarded vendor entity only and does not restrict the vendor’s ability to provide services through W2 employees? **This is confirmed**

40. Please confirm that the awarded vendor will remain the employer of record and retain full responsibility for all personnel assigned under this contract. **This is confirmed**

41. In the “Engagement of Contractor” section, can you confirm that the term “Agency” refers to Region 9 Education Cooperative and/or its participating school districts? **The Agency will be REC 9.**



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42. Please confirm that the awarded vendor (“Contractor”) may provide services using its own W2 employees, with the vendor remaining the employer of record for all assigned personnel.

This is confirmed

43. Under the termination provisions, what circumstances would allow for a waiver of the 60-day notice requirement? **If there were circumstances that both parties were agreeable to waiving the 60 day notice especially in the event of an urgent and serious matter.**

44. Would the Agency consider reducing the notice period to 30 days? **No**

45. Can you please clarify whether the compensation structure is intended to be fee-for-service or fixed price? **Fee for Service**

46. Is the total contract value to be determined based on actual services rendered? **Yes**

47. Are resumes of proposed personnel required at the time of proposal submission, or may they be provided after award and issuance of a purchase order? **See response organization, technical proposal, academic preparation.**

48. If resumes are required at the time of submission, will the Agency accept redacted (blind) resumes to protect candidate privacy? **Yes**

49. Are letters of intent or sample resumes acceptable in lieu of identified candidates at the time of submission? **See response organization, technical proposal, academic preparation.**

50. Please confirm whether the “Academic Preparation” requirement applies to proposed service personnel (e.g., clinicians) or key internal staff of the vendor. **Proposed service personnel.**

51. The RFP requires two letters of professional references from former employers. For staffing agencies, can you please confirm whether this requirement refers to letters of recommendation from client organizations (e.g., school districts or facilities where services have been provided)? **References will be for the organization/ staffing agency**

52. Are client letters of recommendation acceptable to satisfy this requirement? **Yes**



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53. Please confirm whether vendors may submit fully loaded, all-inclusive hourly bill rates that include all costs (e.g., wages, benefits, taxes, insurance, overhead, and administrative expenses), or if a detailed cost breakdown is required. **All costs should be incorporated into the vendor's hourly pricing.**

54. Are there any anticipated reimbursable expenses that should be excluded from the proposed rates, or should all costs be incorporated into the vendor's pricing? **All costs should be incorporated into the vendor's pricing.**

55. Is a separate cost proposal form required for each position listed, even if multiple positions have the same hourly rate, or may vendors consolidate positions with identical rates? **Please provide a separate cost proposal for each position**

56. For Item #7 in the Cost Proposal, please clarify whether vendors should enter the applicable New Mexico Gross Receipts Tax (GRT) rate, or if the "-" symbol indicates a percentage reduction. If it is a reduction, please explain how it should be applied. **Applicable NM GRT should be completed on the Cost Proposal if the vendor is wanting this as part of their costs.**

57. The RFP identifies the following positions: Occupational Therapist (OT), Certified Occupational Therapy Assistant (COTA), Physical Therapist (PT), Physical Therapist Assistant (PTA), Speech-Language Pathologist (SLP), Speech-Language Pathology Assistant (SLPA), School Psychologist (SSP), Social Worker (SW), Educational Diagnostician (ED), Nursing Services, and Nurse Health Assistant. Can you please confirm whether vendors are limited to proposing only these listed positions, or if additional related service roles within these service categories may also be proposed for consideration (e.g., Board Certified Behavior Analysts (BCBAs), Registered Behavior Technicians (RBTs), or other behavioral/related service providers)? **The RFP identifies the needed related service roles.**

58. For each discipline (SLP, OT, PT, psych, social work, diagnostician, nursing), what is the estimated annual volume (hours, FTE equivalents, or historical utilization) across member districts? **These figures differentiate between most of the modalities from year to year, as the schools we provide services to differ from year to year. We do not track expenditures based on modality, but rather by contracting agencies or individuals.**



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59. How many district sites are expected to use the resulting contract, and what are the primary service locations (towns/campuses)? **This varies from year to year, based on district need. Contracting services may be at one site (district) or multiple sites (up to 6), depending on the position and need of the district(s). Possible school district locations are: Cloudcroft, Tularosa, Carrizozo, Corona, Capitan, and Hondo.**

60. Are services expected to be school-year only or also ESY (Extended School Year) and summer coverage. **At this time, we do not have students receiving ESY services, so the expected services are school year only.**

61. What is the expected start date for service delivery for the highest-need disciplines? **Tentatively, the first week in August (school calendars have not yet been shared).**

62. For each discipline, does REC 9 accept teletherapy/virtual delivery (fully virtual or hybrid), and under what conditions? **Teletherapy/virtual delivery is accepted if in person is unavailable but in person is preferred.**

63. Are contractors expected to follow district bell schedules, and what are typical service hour windows? **This will vary depending on district need and caseload. Typical school days will range from around 7:30-3:30. Any hours above 40 hours per week must be pre-approved.**

64. What are the expectations for caseload size, documentation cadence, and service logs (daily/weekly)? **Caseload sizes will vary, but are typically around 25 students. Documentation must be entered within two weeks of the service provided (Medicaid billing notes). Attendance logs will be kept for each session provided, on the day the service is provided.**

65. For OT/PT/SLP assistants (OTA/PTA/SLPA), what supervision ratios and supervision format are accepted (in-person vs virtual), consistent with NM rules? **Supervision will be provided in accordance with each specific discipline's requirements. Supervision requirements vary based on specific discipline.**



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66. Please detail the credentialing checklist required before a clinician can begin (PED license type, board license, fingerprints, background checks, trainings, etc.). **Contractors are required to obtain a State and PED license (specific to their discipline), FBI level background check (to include fingerprinting), complete assigned Vector trainings to meet HB 128 requirements, and will be provided with “onboarding training” prior to beginning their duties.**

67. What is the typical background check turnaround time and which entity runs it (REC 9, district, or vendor)? **The provider will be required to complete an IndentoGo background check. Typical turnaround is within two weeks from the time the registration and fingerprinting is completed by the provider. REC 9 does not pay for the background check for the provider.**

68. Regarding the sample contract’s reference to NM HB 128, what specific training modules are required and how are they delivered/tracked? **Sexual Abuse trainings and FERPA. They are assigned via email to the provider and tracked through the REC 9 Vector training portal.**

69. Are vendors allowed to begin services pending completion of any items (e.g., waiting on PED processing), or must all items be cleared first? **All onboarding items must be completed before beginning assignments with the one exception of NM PED licensure. The provider will have 90 days to obtain their PED licensure.**

70. The Scope states contractors must use an assigned Region 9 email—what is the provisioning process and timeline, and does it include any required security controls? **REC 9 will assign a provider their REC 9 email address prior to the start of services. The provider will be required to follow all REC 9 email usage guidelines and policies.**

71. For travel time: is travel compensated at the proposed “Travel Time” hourly rate whenever travel occurs, and are there caps/approvals needed? **Appendix G indicates travel rate as the current NM DFA rates. Responses may include other proposed mileage rates and those will be reviewed as part of the determination process.**

72. Mileage: Appendix G references the current NM DFA rate—does REC 9 reimburse mileage in addition to hourly rates when “mileage is not included,” and are there maximums by trip/day?



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Responses may include other proposed mileage rates and those will be reviewed as part of the determination process.

73. Are there any limits on billable administrative time (IEP meetings, documentation, consultation), by discipline or by student? **Contractors are allowed to bill for administrative time (IEP meetings, documentation, consultation), but have to have prior approval if planning to work over 40 hours in a week.**

74. Does REC 9 prefer “all-inclusive rates” (direct service rate includes admin/travel) or itemized billing by category? **All costs should be incorporated into the vendor’s hourly pricing.**

75. The sample contract states invoices must be received by a June deadline to be paid—what is the exact annual cutoff date for this contract cycle and the process for late corrections? **Fiscal year end invoicing dates will be approximately mid June of each calendar year. All final and approved, and revised invoices if needed, will be due by this date.**

76. Who provides clinical oversight day-to-day—REC 9 Ed Services Director/designee, district SPED leads, or vendor clinical supervisor? **REC 9 has a Director and mid-level Managers, which may include a clinical supervisor, who oversee the day to day operations.**

77. For evaluations: are standardized assessment tools provided by districts, or must contractors supply them? **Standardized assessment tools are provided by REC 9 for a fee.**

78. What is the expected role of contractors in IEP writing vs attendance only? **This is discipline specific. In New Mexico, SLPs may be required to write and hold their own IEP meetings for children who only receive articulation services. All providers are required to provide input into IEPs (present levels and progress notes), and may be asked to help the team determine appropriate goals.**

79. For nursing services: are duties primarily 1:1 student assignments, campus nurse coverage, or district-wide health services support? **Primarily campus nurse coverage and district-wide health services support.**



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80. Are contractors required to enter documentation into a specific IEP/SEMS platform (e.g., IEP software), and will access/training be provided? **Yes, there is a specific IEP platform in each district and the contractor would be provided with access and training.**

81. How many awards does REC 9 anticipate making—by discipline, by geography, or by service model? **This is unknown at this time.**

82. Will awards be structured as a pre-qualified vendor list with districts selecting providers, or will REC 9 centrally assign providers? **REC 9 will assign providers**

83. If multiple vendors are awarded, what is the call-down / rotation / assignment methodology (first-available, best-fit, lowest-rate, performance-based)? **Awarded vendors are communicated the needs and eligible providers are assigned as needs arise and vendors can provide.**

84. What KPIs will REC 9 use to determine “satisfactory performance” for renewals (timeliness, fill rate, compliance, parent satisfaction, student progress)? **All of the above.**

85. Please confirm whether a vendor can submit multiple Appendix G cost forms within a single proposal (one per discipline) while still complying with “one proposal” requirement. **This is confirmed.**

86. For “two letters of professional references from former employers,” if the offeror is a firm, do letters need to be from firm clients and/or from individual clinician employers? **Firm clients**

87. Are resumes required for named staff only or can the firm provide “bench profiles” plus sample resumes until assignments are made? **See response organization, technical proposal, academic preparation.**

88. What is the anticipated number of full time and part time positions for each role? **Unknown at this time.**

89. Who are the current vendors providing services? **This information can be requested through an iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**



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90. Are your current vendors meeting your needs? **Yes.**

91. How long have the incumbent suppliers held this contract? **This information can be requested through and iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**

92. Will the district utilize its own contract, the vendor's contract, or the RFP as the agreement? **REC 9 would prefer to use our own contract, but Vendor contracts can be reviewed and utilized if approved with needed additions.**

93. What are the current hourly bill rates for vendors providing similar services? **This information can be requested through and iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**

94. Does the district have a cap on the hourly rate for these services? **Not at this time.**

95. Will the district accept a rate range or a flat rate (i.e. - \$75-80/hr. versus \$75/hr.). **Yes, please submit all rates in the cost proposal.**

96. Do you require resumes and license verifications of potential contracted candidates to be included in our submission? If so, can we provide sample resumes with personal information redacted? **See response organization, technical proposal, academic preparation.**

97. How will the vendors be notified of an award? **A Notice of Award will be sent to the awarded vendor(s) per the Sequence of Events in the RFP.**

98. Do you anticipate awarding one or multiple vendors? **Multiple**

99. Is the vendor expected to have a clinic or local office? **It is not an expectation of Region 9 for the provider to have a local office. However, if office space is needed at the Region 9 office, there is an associated fee.**



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100. Will assigned candidates have access to materials, supplies, equipment, evaluation kits, and protocols provided by your schools? **Yes, these materials are available but there is a fee that the contractor must pay.**

101. Will assigned candidates have access to computers/laptops and printers? **In the event that Region 9, instead of the contractor/contracting company, provides a laptop and other technology/protocols/test kits to the contractor, this will incur a fee. There is a technology fee and test kit and protocol fees.**

102. Will the district reimburse for mileage traveled between school campuses on the same day? **Yes**

103. Are clinicians required to directly bill Medicaid for reimbursement or do they just complete paperwork for the district to submit to Medicaid for reimbursement? **No, they will complete electronic paperwork for the district, via a Medicaid billing platform. The Medicaid billing platform will bill Medicaid for reimbursement, on behalf of Region 9 and the district.**

104. Is the district open to utilizing Clinical Fellows? If so, are we required to provide supervision? **Yes, we are open to Clinical Fellows and have a qualified SLP on staff to provide supervision.**

105. Will the district accept and consider submissions from staffing agencies? **Yes**

106. Is the district open to the using teletherapy? **Yes, but in person is preferred.**

107. Can you provide the name and contact information for the individual who will be coordinating these services at your district? **The REC 9 Related Services Manager will be coordinating the services.**

108. Would the district consider the utilization of a Managed Services Provider (MSP) to manage and stabilize your vendors and competing rates across all contracts for this opportunity? **No**



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109. Are the nursing positions listed in Activity II of the RFP for full-time or substitute/PRN roles? **This will depend on the needs of the district.**

110. Should the provided cost proposal form completed as multiple, individual forms for each discipline, or consolidated as a single page? **Please provide a Cost proposal for each discipline.**

111. Are signatures via DocuSign accepted with our submission? **Yes, required documents to be submitted as part of the proposal can be completed via DocuSign by the vendor prior to submission of the proposal.**

112. What is the estimated budget for this RFP? If unknown, please specify previous spending. **The budget has not yet been determined. Region 9 is currently in the process of determining final needs for the school year 26-27. This information can be requested through and iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**

113. Is this a new requirement? If not, please provide the current vendor(s) providing the service and how are the current services being procured? Apart from end of tenure, is there any other reason to release this solicitation? Are there any pain points? **This is not a new requirement. This information can be requested through and iPRA request via on the REC 9 webpage <https://www.rec9nm.org/>**

114. Do we need to submit Certificate of Insurance and Business License with the proposal? **This will be at the preference of the vendor. Upon contract award this will be required.**

115. What is the average length of the assignment? **A school district calendar year (August through May). Upon need and request from districts, the contractor may be requested to return for subsequent years.**

116. Please provide the number of FTE's required under this contract with respect to the required job titles. **FTE's are determined by the needs of the member school district each year.**



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117. Is there any preference to the local vendor while evaluating the proposal? **All vendors will be reviewed by the criteria in the RFP #26017.**

118. Please provide a copy of the proposal of all current vendors providing staffing services, including rate/cost sheets. **This information can be obtained via an IPRA request found on the REC 9 webpage <https://www.rec9nm.org/>**

119. Please provide a list of locations where vendor will provide the required services. **This varies from year to year, based on district need. Contracting services may be at one site (district) or multiple sites (up to 6), depending on the position and need of the district(s). Possible school district locations are: Cloudcroft, Tularosa, Carrizozo, Corona, Capitan, and Hondo.**

120. Please define the number of FTE's working under current contract with respect to their job titles. **This information can be obtained via an IPRA request found on the REC 9 webpage <https://www.rec9nm.org/>**

121. Are there any current vendors providing the same services? If yes, is Agency satisfied with other vendors providing services? **Yes.**

122. Is it mandatory to utilize subcontractors? If yes, please specify the goal for the same. **It is not mandatory.**

123. Please provide the list of all the attachments & forms we need to provide so to avoid compliance issues. **Please refer to RFP 26017 for required forms and documents.**

124. Do we need to provide any goods/equipment's under this contract? If so, please elaborate. **In the event that Region 9, instead of the contractor/contracting company, provides a laptop and other technology/protocols/test kits to the contractor, this will incur a fee. There is a technology fee, office use, testing kit and protocol fees.**

125. Is there any preference for a vendor providing education institutions references only? Or can we provide references of similar environment in nature? **See response organization, technical proposal, academic preparation.**



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126. For the New Mexico Preference requirement, do we need to submit all certifications (New Mexico Business Preference and New Mexico Resident Veterans Business Preference), or will submitting any one applicable certification be sufficient for the bid? **Please submit all that are applicable to your company.**

127. For the references requirement, can the three listed references and the two professional reference letters be from the same organizations/individuals, or do they need to be different? **This will be at the preference of the vendor.**

128. Regarding the letters of reference, is there any specific format or form that needs to be used for submission, or can we use our own standard format and have it signed by the reference? **There is no specific format**

129. As per the RFP reference requirements, is there a preference for providing references specifically from educational institutions, or would references from similar service environments (e.g., healthcare or comparable settings) be considered acceptable? **This will be at the preference of the vendor.**

130. For the Academic Preparation requirement, should we submit resumes for key staff who will be assigned to the contract, or for specific candidates by job title (live candidates vs. sample profiles)? **See response organization, technical proposal, academic preparation.**

131. For the cost proposal, should we submit pricing strictly as per Appendix G – Cost Proposal and Budget, or do we also need to provide a separate breakdown by job title/role? **Cost Proposals may include a separate breakdown of job title/role.**

132. Please confirm whether Addendum A (referenced in the Sample Contract) is required to be submitted with the proposal or only post-award. **Addendum A is not required to be submitted with a submitted proposal.**