

**AMENDMENT #1
TO THE REQUEST FOR QUALIFICATIONS
FOR PRE-EMPLOYMENT TRANSITION SERVICES
RFx #3180002020**

Q1: Does MDRS require current MDRS Pre-ETS providers to reapply or submit responses to Request for Qualifications?

A1: All Pre-ETS providers must submit responses to the Request for Qualifications to receive a new contract.

Q2: Section 2.1 Compensation for Services states Rates for Individual Instruction are \$75.00/hr. and Rates for Group Instruction of six (6) or more students are \$55.00/hr. What are the rates when working with 2, 3, 4, or 5 students?

A2: The rates for Pre-ETS when working with 2-5 students are \$75.00/hour with the exception on Pre-ETS Work-Based Learning Experience, which is \$85.00/hour. Groups should consist of 6 students to one instructor. If there are more than 6 students, there should be two instructors.

Q3: I have a question about the background check where do we look for the background check for Mississippi? Do you want an online background check? Is there a certain vendor that you use? Also, what trainings are you looking for with qualifications? Vocational Rehab trainings or Relias?

A3: There is no certain vendor. Background checks should include information at the federal, state, and local level. Online background checks will not be accepted, fingerprinting should be included in the background check. Service provider(s) must possess the requisite level of education, training, years of experience, and evidence of certifications as applicable. Providers must also be able to do business with the State and have not been suspended or debarred by the State or Federal government and provide references demonstrating acceptable prior performance.

Q4: We have a question regarding the following:
Describe in detail how the service will be provided; (Unmarked) • Include a description of major tasks and subtasks. Include your Pre-ETS curriculum for each of the five Pre-ETS you plan to provide; curriculum should include the actual number of units in each Pre-ET.

Question: Does every line item/tasks in the curriculum have to be used with each student? For example, some students may not be as available for all services or the material/activity may not be appropriate for each participating student's needs.

A4: Include in your information the curriculum that will be utilized for students. If your curriculum is only responsive to students with various levels of academic performance/ability, then include the information and the educational requirements to participate in your program.

Q5: Page 8, Invoicing and Client/Participant Report omits Work based learning experiences as outlined on pages 7 and 8. Is there a different criteria?

A5: We provide the reports that should be used. We do not pay the students directly, but we pay the provider per diem for the services provided through Work-Based Learning Experiences. Worker's Compensation is not covered by MDRS when students are participating in Work-Based Learning Experiences. The provider is responsible for Worker's Compensation for any student participating in Work-Based Learning Experiences.

Q6: Page 4, 2.1 Compensation for Services – Thank you for standardizing the rates and omitting the rate determination process. There is a rate for individual instruction and a rate for group instruction. Group instruction is defined as six (6) or more students. What is the rate for 2-5 students? We speculate that the intention for group instruction may have been six or less students.

A6: The rates for 2-5 students are \$75.00/hour except for Work-Based Learning Experience, it is \$85.00/hour.

Q7: Page 6, 2.4 Term – The anticipated term of this contract is tentatively August 4, 2023, through August 3, 2024. Does MDRS anticipate extending the period of the current contract to cover the summer period prior to August 4th? Part of our services each year include summer programs for work experience as a finale to all of the PRE-ETS work the students have completed. We have almost 15 businesses along with teaching staff who will be on-site ready to go. Students who have been enrolled in the Pre-ETS program are signing up for a variety of paid job experiences of their choice among the businesses. Will this portion of the program be allowed to continue?

A7: This question is not related to the current RFQ process.

Q8: Page 10, 4.2B. Adhere to the MDRS Client Services Policy and Procedures Manual – We have been unable to locate this manual to ensure compliance. We request that it be made available or perhaps point us in the right direction.

A8: The MDRS Client Services Policy and Procedures Manual is currently not readily available but may be obtained via email request to Erica Brown at EBrown@mdrs.ms.gov.

Q9: Page 18, C3 and Page 28, E18 – Independent Pricing – Both of these sections refer to certifying that prices were arrived at independently without nefarious purpose. It seems that these sections are no longer appropriate with the standardization of rates on page 4, 2.1 and should not require attestation. Please advise.

A9: Both Page 18, C3 and Page 28, E18 are required to be included in this RFQ by DFA/OPSCR. For Page 18, C3, all vendors should circle “HAVE”, since the price has been set by MDRS.

Q10: Page 44, B Compensation – This exhibit asked for what seems to be a total dollar amount for the length of the contract. The only facts related to compensation in the RFQ are the aforementioned hourly rates. The total contractual budget relies on MDRS enrollments, and authorizations. Please advise on how to proceed with this exhibit.

A10: Pages 33-45 is an example of the contract that any vendor who wins an award will agree to. The totals for contracts will be determined after the review of proposals and will be set by MDRS. There is nothing for vendors to fill out in this section.

Q11: Page 20, D, 3. Personnel – This is a “request for applicable permits, professional certifications and/or licenses from the applicable certifying authority”. We plan to satisfy this request by including the teaching licenses/certifications of our instructors. Are we interpreting this correctly?

A11: Yes, this is correct.

Q12: Page 46, D PRE-ETS Statement of Qualifications – We presume this blank exhibit is a placeholder for the information requested in 4.1 and 5.1. Is this correct?

A12: This is correct.

Q13: Page 15 – Please verify that page 15 is blank.

A13: Yes, page 15 was unintentionally left blank after the document was formatted to be fillable.

Q14: 2.1 Compensation for Services” Rates for Individual Instruction” may only be used when students are receiving services in a one-on-one setting.

1. Can you please elaborate or clarify your meaning of a one-on-one setting? at a school, at the providers’ place of business, etc.

A14: The meaning of an one-on-one setting is one person to one student. The place where the Pre-ETS will be provided should be indicated.

Q15: 2.3 Purpose of the Procurement The contractors must demonstrate the ability to provide these services in a specified geographical area in the state of Mississippi.

1. Can you provide an approximate number of students to be served in the Pearl, Jackson Public, and Hinds County School Districts?

MDRS anticipates making multiple awards under this procurement.

1. What are the minimum/maximum contract award/agreement amounts?
2. How are award amounts determined for each provider?
3. What factors are considered for differences in the amounts for awards?

A15: 1. We can provide a predetermined number of students to be served. This is based on referrals received, eligibility, and client’s informed choice.

1. There is no predetermined minimum contract award. The maximum award amount will be \$1,000,000.00 per fiscal year.
2. Award amounts will be determined based on the areas of coverage each provider submits and the number of eligible students in those areas as well the providers ability to meet the needs of those clients.
3. Areas of coverage, eligible students in those areas, provider resources and staff size.

Q16: 2.5 Description of Services Referrals: Considering the referral process, and the (5) required activities each provider is required to provide, and once the VR Counselor has worked with the student/and or the student’s legal representative to determine the Pre-ETS and provider for the services,

1. What criteria does the VR Counselor use to decide what provider to refer the student to for services?
2. What is a provider’s recourse when there are no referrals or minimal communication regarding potential referrals from school districts with an abundance of eligible students?

A16: 1. This is based on the specific needs of the client, informed choice, and what services are being provided by the provider.

2. The provider should communicate with the VR Transition Counselor to discuss and provide information on the services available to clients who are needing Pre-ETS.

Respondents shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the response. The acknowledgment must be received by MDRS by the submission deadline.

Company Name: _____

Signature and Date: _____

Name and Title: _____