

ADDENDUM NO. 1

**Kansas City Area Transportation Authority
1350 E. 17th Street
Kansas City, Missouri 64108**

**PHYSICAL AND OCCUPATIONAL THERAPY AND OTHER RELATED SERVICES
Request for Proposals #19-7005-28B**

Issue Date: January 9, 2019

This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the RFP documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

SECTION II SCOPE OF SERVICES

1. Who is the incumbent?
 - A. **There is no incumbent. Various PT/OT providers are used as part of the PPO network. Physical abilities testing is a new program that will be implemented with the PT/OT provider.**
2. What are the current reimbursement rates per service?
 - A. **Reimbursement rates are based on the PPO contract rates by the current MBR provider, CompAlliance.**
3. On page 2 it says: It is anticipated that the start date will be in February 2019, but Page 6, Section 1 – Proposal Calendar it says the “Potential Notice of Contract Award” is March 2019, would you please clarify which date is correct?
 - A. **Potential Notice of Contract Award is March 2019.**
4. An Appendix A was not included with the RFP, are you referring to the file titled: Historical Average Annual Workers Compensation Claims Frequency and Cost Data” that is posted at the KCATA site under the “Additional Details” section?
 - A. **Yes, it is also included as an attachment to this Addendum.**
5. On Page 15, Section 4 Proposal Submission, Evaluation and Award, letter B says: “The proposal shall consist of one (1) original and five (5) full, complete, and exact copies of the original proposal, but under letter C, Volume I and Volume III only shows a requirement of 1 original copy. Would you please confirm only the Technical Proposal will require five (5) copies of the original?
 - A. **Yes, only Volume III Technical Proposal requires one (1) original and five (5) exact copies. All other volumes should have one (1) original copy.**

6. On Page 4, Proposal Organization, Section 6. Attachments – the list of attachments is showing them numbered differently than how they appear on your KCATA site. For example, on the RFP document we have *Attachment D Letter of Intent to Subcontract* and this one appears as **Attachment E.2 on your site**. Will you be providing corrected attachments? Or, will you allow us to change the attachment # on the document to match the RFP instructions?
- A. The documents in the RFP are correct and are required to be submitted as part of the proposal response. The chronological listing in the RFP is based on required documents for this specific procurement.**
7. Will you be providing Attachment I – Cost/Pricing Proposal Response Form as it is not in the KCATA site?
- A. The Cost/Price Proposal Response Form is included in the RFP as pages 61-62.**
8. Do we include our responses to the questions from Page 63 under section 6? Program Management? Or, do you want them in a separate section?
- A. Answers to the Questionnaire should be included in Volume II Technical Proposal as a separate document and shall be clearly identified.**
9. For this requirement, are you currently doing post-offer, pre-employment testing?
- A. No. This is for pre-offer strength and agility testing using isokinetic technology that meets the requirements specifically outlined in the scope of work.**
10. Are you administering or utilizing an isokinetic strength and agility testing program today?
- A. We presently use isokinetic testing for post-injury FCE's. We have not begun our pre-employment strength and agility testing.**
11. Do you have providers currently offering validated isokinetic strength and agility testing as a component of post-injury FCEs?
- A. Yes.**
12. Is the use of the term pre-employment functional capacity evaluation (FCE) accurate, or is it pre-employment test like a post offer employment testing (POET)?
- A. It is a pre-employment, pre-offer, strength and agility test. The same isokinetic technology is a component of a post-injury functional capacity evaluation. We are not looking to engage in a POET.**
13. On Page 10, Section 10, item A, can you clarify if a vendor is supposed to set a goal of 15% DBE participation since a 0% was established for this procurement?
- A. There is no separate DBE Goal for this procurement.**
14. On Page 16, Section F, it requires a proposal bond of 5% be included in our response. Can this be provided upon award instead?
- A. There is no Bond requirement for this RFP.**

15. On Page 18, Section C, it states we are provide a list of vehicles and number of trips provided per year and the start and end date of each contract. Can you clarify this request as it doesn't seem applicable to this type of solicitation?

A. This is not applicable to this solicitation, please disregard.

16. Regarding Page 18, Section E and Section 5, item D: [Questioner] provides a scheduling and coordination service, which [Questioner] does not intend to subcontract to any third party. For the avoidance of doubt, independently contracted providers with which [Questioner] schedules ancillary physical and Occupational therapy services and other third parties [Questioner] engages to fulfill back office support functions (e.g., maintenance, janitorial, printing, software, data hosting and other similar providers) are independent contractors of [Questioner] and each maintain their own employees and equipment used in furtherance of their service delivery. Therefore, [Questioner] does not consider such independent providers to be subcontractors or agents of [Questioner] for purposes of this RFP and any resulting contract(s). Can you please confirm that such independent providers shall not be deemed subcontractors or agents of [Questioner] for purposes of this RFP and any resulting contract(s)?

A. No, they would not be considered subcontractors.

17. On Page 17, the question under 4b for Experience and Qualifications of Firm is repeated under Section 5a for Personnel Experience and Qualifications. This doesn't seem applicable to the Personnel Experience and Qualifications section. Can you confirm we should answer it only under section 4b Experience and Qualification of Firm?

A. Section 5a is a duplicate and does not need to be addressed as it is covered in Section 4b. However, Section 5b,c must be submitted pertaining to the proposed Project Manager and Therapists.

18. On Page 22, Section F2 Affirmative Action Compliance, letter b asks to file an Affirmative Action Compliance Certification using Attachment B and letter c asks to use the same attachment if looking for an exemption from filing an Affirmative Action Program if the company has 50 employees or less. Would you please clarify if both questions are applicable only to firms with less than 50 employees?

A. Attachment B Affirmative Action Compliance Certification is required to be submitted by all potential respondent.

19. Do we need to sign and return the sample contract if we are not submitting any changes on it?

A. The sample contract does not need to be signed. Once an award has been completed, the final contract will be provided to the awarded vendor.

20. Is it required to fill out and return Attachment H Contractor Utilization Plan/Request for Waiver even when Page 13, Section 10 Disadvantaged Business Enterprise (DBE) Requirements says a goal of 0% has been established for this procurement?

A. No.

21. Please confirm Attachment C-1 Guidelines for Workforce Analysis is only for information purposes and we don't need to include in our RFP response.

A. Yes, this is for informational purposes only to aid in completing the Workforce Analysis form. It does not need to be submitted in your response.

22. On Page 11, Section 3 Proposer's Responsibilities, question A3 says the proposer should be authorized to transact business in the State of Missouri, but the under Page 7 Section A. Background the list of counties includes some counties from Kansas. Would you please clarify if we need to comply with any requirement in relation to the counties from Kansas that will be under service?

A. Your licensed providers of services performed in the State of Kansas must be licensed in Kansas. Most services, however, will be performed in Missouri.

23. Page number one and two of the RFP we received for KCATA says it is RFP #19-7005-28 B, however the bottom of all 63 pages of the RFP instructions says it is RFP #18-7078-28B Physical Therapy Services. Can you please let us know which one to refer to in our response (which is the correct RFP # to go with)?

A. The correct number is RFP#19-7005-28B.

24. On the fee for service table: when you speak of pre-offer agility and pre-offer employment testing are you referring to post offer employment testing fees as well?

A. We are not considering post-offer employment testing

25. Are you interested in work conditioning costs? There are no work conditioning codes listed for pricing. Are you not accepting fees for work conditioning and it is not part of the proposal, or was it an omission and you would like pricing for work conditioning?

A. We did not include all CPT codes. Only the most frequently billed codes based on historical medical bills. You may include other PT/OT CPT pricing including work conditioning.

26. Will KCATA consider an alternative to a post offer Isokinetic testing? If so, will they consider a post offer test based on functional abilities?

A. No. Not at this time.

27. Will KCATA consider an alternative to a post injury isokinetic based FCE?

A. There are some injuries to body joints other than knees, shoulders and spine that will require a non-isokinetic FCE. We will certainly use other forms of FCEs for those evaluations. The isokinetic based FCE will also include non-isokinetic FCE components. We are not entertaining non-isokinetic FCEs at this juncture.

28. Pertaining to the job demands analysis, does KCATA require the collection of data be completed by an Ergonomist with credentials such as CPE, CIE, or CAE?

A. Not necessarily. However, the ergonomist must have some credentials to provide for credibility of the evaluation results. This may include a licensed occupational therapist or at least having the JDA's evaluated and approved by a credentialed ergonomist or OT.

29. Pertaining to the job demands analysis, will KCATA accept the credentials of a Physical Therapist or Occupational Therapist with a background in both office and industrial ergonomics?

A. Yes

30. If selected, will the provider become the primary provider of all physical and occupational services?

A. Yes

31. Will KCATA guarantee to award all services to one Vendor? If they cannot, will they accept an all or nothing bid.

A. KCATA reserves the right to award the contract to one Proposer, or to split award to multiple Proposers if it is in the best interest of the Authority. Any proposal submitted on an “all or nothing” basis should be marked as such.

32. Will the Kansas City Area Transportation Authority (KCATA) consider contracting teletherapy services for this proposal? Currently, we provide services to children, adolescents, and adults and meet all requirements related to treatment plans. For more information regarding our services, please visit our website at www.talkpathlive.com.

A. Teletherapy will be considered but only as an augmentation to on-site PT/OT services

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Proposers shall return this **RECEIPT OF ADDENDA** form when submitting their bid. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Bidder non-responsive.

We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated into the Invitation for Bid as required.

Addendum #1 Dated _____ Date Received _____

Addendum #2 Dated _____ Date Received _____

Addendum #3 Dated _____ Date Received _____

Addendum#4 Dated _____ Date Received _____

Company Name _____ Date _____

Address/City/State/Zip _____

Authorized Signature _____ Printed Name _____

Telephone _____ Fax _____ Email _____