



Hays CISD

21003 IH 35
Kyle, Texas 78640
512-268-2141 (6063)/Fax 512-268-0880

ADDENDUM # 2

Date: December 1, 2021

BID #: 25-112101AS Sign Language Interpreting Services

Opening Date: January 5, 2021 @ 2:00 p.m.

1. Who are the current vendors providing services?
 - a. **Hays CISD had a multiple award to San Marcos Interpreting and Communication by Hand**
2. Are your current vendors meeting your needs?
 - a. **Yes**
3. What is the anticipated award date?
 - a. **Estimated award date is January 31, 2022 dependent on board meeting date**
4. How will vendors be notified of award?
 - a. **Vendors will be notified via email and award letter after the estimated board approval meeting**
5. What are the currently hourly bill rates by vendor?
 - a. **There is a range depending on if the services are for students or adults and if it is during the school day and after hours. The range can be anywhere from \$45-\$75/hour**
6. How many billable hours are in a school day?
 - a. **8 hours in a school day**
7. What is the anticipated # of full-time or # of part-time positions?
 - a. **We only need services on an as needed basis, not full or part time positions**
8. Is the vendor expected to have a clinic or local office?
 - a. **No**
9. Will assigned candidates have access to materials, supplies, equipment, evaluation kits, and protocols provided by your schools?
 - a. **No, not needed in most cases; however, if possible, scripts for a play will be provided prior to performance, etc.**
10. Will assigned candidates have access to computers/laptops and printers provided by your schools?
 - a. **No, not needed**
11. Can pricing increase during the term of the contract?

a. **Yes. A Vendor may request a price increase after twelve (12) months from the date of award. Subsequent increases may be requested twelve (12) months from the date of the previously approved price increases**

To request a price increase the vendor must submit a letter stating the amount of the increase by line item. The letter must illustrate the index value of base period, index value at time of calculation, base price, adjusted price, actual dollar difference, and percentage of the price increase. The letter must be sent to **Anston Shockley, Buyer, HCISD, 21003 IH 35, Kyle, TX 78640.**

12. Do you require resumes of potential contracted candidates to be included in our submission?

a. **Yes. Reference section 13 sub-section 13.3.2**

13. Do you require the candidate license verification to be included in our submission?

a. **Yes. Reference section 13 sub-section 13.3.2**

14. Is it the school's expectation to hire the candidates we will include in our proposal response if we get awarded?

15. How many candidates/resumes will you need per discipline?

a. **Not applicable, agency is holder of this information**

16. Does the district reimburse for mileage for travel between schools?

a. **No**

17. Will services be provided on site or virtually or a hybrid of both for the 21/22 SY?

a. **Hybrid of both virtual and on site**

18. Does the District plan to issue RFPs for other related services?

a. **This is to be determined by the curriculum and instruction department at a later date and they will notify the purchasing department.**

19. Do you have a preference for how we bind our bids, i.e. 3-ring binder, binder clip, stapled, etc?

a. **No. Reference section 1 Sub-section 1.5 on submission**

20. What is the historical annual volume of services required (in total hours)?

a. **SPED typically uses interpreters through an agency on average 24 hours a month. Campuses may use interpreters for parent meetings and extracurricular events but not sure how much time this may equal a month.**

21. Which Hays CISD department is the primary user of Services

a. **SPED**

22. Will Hays CISD require services to be provided remotely as well as on-site?

a. **Yes**

Anston Shockley
Buyer

In the submission of the response, vendor must acknowledge receipt of this addendum. Otherwise this offer may not be given consideration. Vendor may acknowledge receipt on face of response or by returning one copy of this notice.

Signature of Bidder

Printed Name

Company Name