

**NOLA Public School  
Procurement Department  
2401 Westbend Parkway, Suite 5076,  
New Orleans, LA 70114  
Paul A. Lucius, Executive Director of Procurement**

**August 29, 2025**

**ADDENDUM NO. 2**

**REQUEST FOR PROPOSAL NO. 26-0023**

**OCCUPATIONAL THERAPY SERVICES**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued August 14, 2025. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

**CLARIFICATION:**

1. **Question:** Can you provide additional information on the reasoning and changes to this new RFP No. 26-0023 compared to the previous RFP No. 25-0094?

**Answer:** RFP 24-0094 was cancelled due to low participation and to ensure a competitive process. There are no material changes to new RFP 26-0023 from RFP 25-0094.

2. **Question:** Would you consider proposals for only virtual (teletherapy) occupational therapy services for this RFP (i.e., no in-person services)?

**Answer:** No, OPSB will not consider proposals that only support virtual Occupational Therapy services.

3. **Question:** Does the district anticipate awarding more than one vendor for this RFP?

**Answer:** Yes, the district anticipates awarding more than one vendor for this RFP.

4. **Question:** Do you require resumes of potential service providers upon proposal submission under Tab 12 – Appendices, and if so, would you accept blind resumes with full names and license numbers withheld?

**Answer:** Yes, blind resumes are acceptable, but if a contract is awarded, we will validate all names and correlating licensure data.

5. **Question:** Would the district provide its students with the hardware (e.g., computer, webcam, headsets, etc.), OT test kits, supplies, and other materials needed for services?

**Answer:** No, because the District is not contracting for virtual direct services to Children with Disabilities.

6. **Question:** If the DBE participation has been waived for this solicitation, can you confirm that there are no documents for the vendor to provide under Tab 11 - DBE and Partnerships?

**Answer:** DBE has been waived; therefore, no documents are required to be submitted with this RFP.

7. **Question:** What is the rate cap or maximum hourly rate for OT services?

**Answer:** We do not accept hourly rates for Direct Services since the District bills Medicaid for O/T supports. To remain in compliance, all rates for O/T Services must be stated in a flat fee per unit of Service.

8. **Question:** Does the district prefer or require the vendor to have a physical office in the state of Louisiana?

**Answer:** The District prefers a local presence from our Vendors with regard to Occupational Therapy support.

9. **Question:** What are your current vendor names and rates for OT services?

**Answer:** The current vendors are as follows:

Ergo Tech, LLC. (\$75 per unit of Treatment/Consultation/IEP Documentation) (\$175 per unit of Evaluation)

Tracy Boudoin, (\$70 per unit of Treatment/Consultation) (\$80.00 per unit of IEP Documentation) (\$180 per unit of Evaluation)

Kim4Kids, LLC (\$70 per unit of Treatment) (\$140 per unit of Consultation) (\$140 per unit of IEP Documentation)

10. **Question:** Are you satisfied with your current vendors, or have you experienced any issues in the past year?

**Answer:** The District is satisfied with the current Vendors providing services, and have had no issues during the past Fiscal Year.

11. **Question:** Would the vendor be penalized or disqualified if its proposal included exceptions or additional terms to the RFP for the district's review under Tab 12 – Appendices?

**Answer:** The District will only review proposals that are responsive to the RFP as written.

12. **Question:** Will you be accepting responses from vendors that provide virtual OT services?

**Answer:** OPSB will not consider proposals from vendors that provide only virtual O/T Services.

13. **Question:** we would like to know which delivery method the Board prefers. We offer a flexible approach that includes onsite, virtual, and hybrid options.

**Answer:** The district prefers an onsite/direct Service Delivery method.

14. **Question:** Is this a reissue of RFP NO. 25-0094 Occupational Therapy Services? If so, do you mind briefly explaining why the RFP was reissued? Additionally, do you mind noting any material differences besides the re-addition of disadvantaged business requirements?

**Answer:** Please see Answer to Question No. 1

15. **Question:** What volume of therapy needs do you anticipate having for the new school year 2025-2026?

**Answer:** It will vary based upon the schools assigned to each Provider and the number of students eligible for Occupational Therapy supports as defined by the IEP(individual education plan).

16. **Question:** What were the number of therapy needs that were contracted out to agency providers, this school year 2024-2025?

**Answer:** The number of Occupational Therapy positions that were contracted out to agencies last school year (2024-2025) was 5.

17. **Question:** What are the bill rates that your current contracted agencies use for therapy services?

**Answer:** Please see Answer to Question No.9.

18. **Question:** Can you specify the type of equipment contracted agencies must have for tele-practice services?

**Answer:** Please see Answer to Question No.5.

**Question:** What is the expected service delivery model (in-person, telehealth, hybrid)?

**Answer:** Please see Answers to Questions No. 2 and 13.

**End of Addendum No. 2**