



**Ocean Springs School District
Invitation to Submit RFP**

Hearing/Vision Screenings

The Ocean Springs Board of Education invites you to participate in an RFP-Request for Proposals, by submitting a proposal for District Wide Hearing and Vision Services. This invitation will be advertised in the MS Press and specifications and guidelines may be obtained by visiting www.ossdms.org or www.centralclearinghouse.com or obtained in the School Business Office, 2300 Government Street, Ocean Springs, Mississippi, 39564. Official Bid Documents may be downloaded, and electronic bids may be submitted at www.centrauctionhouse.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814. Electronic submittal of proposals is not required, but is encouraged.

Posting of Bid Notice to the State Bid Bank	March 26, 2019
First Publication of the RFP Notice by the Newspaper	March 27, 2019
Second Publication of the RFP Notice by the Newspaper	April 3, 2019
Last Day to submit questions	April 9, 2019
RFP Opened	April 12, 2019 at 2:00 P.M.
RFP Evaluation Period	April 15-16, 2019
Recommendation to the BOT	May 14, 2019

RFP may be submitted electronically by contacting Central Bidding at 225-810-4814 or www.centrauctionhouse.com and setting up an account or in person or via postal service of choosing to the Ocean Springs School District Business Office, 2300 Government St. Ocean Springs, MS 39564, and ATTN: Amy Armata, Purchasing. RFP submissions are to be in a sealed envelope clearly marked: **RFP-Hearing & Vision Screening SY20** and returned no later than 2:00 PM CST, April 12, 2019 at which time submissions will be opened in the Ocean Springs School District Business Office located 2300 Government Street, Ocean Springs, MS 39564. The proposal must be signed by an authorized official to bind the offeror to the proposal provisions. No faxed or emailed proposals will be accepted. Late submissions will not be accepted.

SCREENING INFORMATION -Exhibit "A"

If a student is unable to be conditioned during a school based vision or hearing screening the Ocean Springs School District (OSSD), Department of Student Services, will provide a referral form to the guardian of the student for the appropriate contract provider. It is the parent's responsibility to contact the provider to make an appointment. The provider will make it priority to see the student within twenty-one (21) calendar days from the date of referral.

HEARING SCREENING requirements-

The hearing screening will include: a Pure Tone Screening. If a Pure Tone Screening is not possible because the child cannot be conditioned then an Otoacoustic Emission evaluation (OAE) will be conducted. A copy of the screening report will be provided to the parent as well as the OSSD Department of Student Services.

If the audiologist or otolaryngologist determines the child does not have a hearing loss, the audiologist or otolaryngologist should provide a statement indicating such and include with the screening report.

These reports will be made available within five business days of the completion of the evaluation.

VISION SCREENING requirements-

The vision screener will include: an auto refractor reading, a monocular and binocular visual acuity at both distance and near. A copy of the report will be provided to the parent as well as the Department of Student Services.

If the ophthalmologist or optometrist determines the child does not have a vision problem or impairment, or if it is determined the child has a vision problem correctable with aids such as glasses or contacts, the ophthalmologist or optometrist should provide a statement indicating such and include with the screening report.

These reports will be made available within five business days of the completion of the evaluation.

ASSURANCES AND SIGNATURE FORM

In submitting this Request for Proposal I certify that:

1. The company will provide school-based services through highly qualified and current Mississippi licensed individuals.
2. The company will comply with the Individuals with Disabilities Act and all laws of the State of Mississippi including Mississippi State Board Policy 74.19 Regarding Children with Disabilities.
3. The company is fiscally sound and will be able to complete services to the district during the 2019-2020 school year and extended school year as necessary.
4. The company will provide proof of current general and professional liability insurance.
5. The company will provide proof of current worker's compensation insurance, if applicable.
6. The company acknowledges that employee background checks and child abuse registry check is required and that the company is responsible for the fee charged for such by the Ocean Springs School District.
7. The company will hold harmless the Ocean Springs School District from and against any claim, loss, expense, or damage to any person or property arising out of a contract.

The undersigned hereby certifies that I am an individual authorized to act on behalf of the company in submitting this Request for Proposal and Assurances. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for denying the applicant's request for approval.

OSSD

Hearing/Screening SY20

Initial the following:

Signed completed page 1 and signed contract attached: _____

Valid Certificate of Insurance attached: _____

Valid licenses attached: _____

Completed FGDB-E (1) form attached: _____

Completed W-9 form if not a vendor of the OSSD: _____

Website addendum signed and attached if posted please visit www.osssdms.org or www.centralbidding.com): _____

Price per hearing screening: \$_____

Price per vision screening: \$_____

Proposal Submitted by:

Company

Address

City & State

Telephone_____

Email

Address_____

Printed Name of Authorized Representative Title

Signature of Authorized Representative Date