

**NORTH PENN SCHOOL DISTRICT  
STUDENT ASSISTANCE PROGRAM SERVICES REQUEST FOR PROPOSAL**

**ATTACHMENT B - ADDITIONAL INFORMATION TO BE PROVIDED**

1. Provide a description of the provider’s experience in performing the required student assistance services in a school setting. Describe what type of provider you are, type of service history (counseling services, counseling school aged students, years of experience, etc.). Provide resumes of the individual or staff to be assigned to work with NPSD, including their areas of expertise, years of experience, and licensure and/or teacher certification.
2. For the 2020-2021 school year, NPSD had 4 FTEs of service provided for SAP needs. 2 of the FTE were provided and funded through the County SAP services. For the 2021-2022, 2022-2023, and 2023-2024 school years the district will be looking to contract, independent of the County SAP services, 4 FTE. Would you be able to meet the district needs with your current number of personnel on staff or would hiring be required to accommodate the needs of NPSD.
3. Describe your customer service philosophy, standards, and structure and how they will be provided to NPSD. Include the contact information for the dedicated customer service representative(s) for the NPSD.
4. Service Costs

	Year 1	Year 2	Year 3
	09/01/21-08/31/22	09/01/22-08/31/23	09/01/23-08/31/24
Student Assistance Program Services			

5. Have the employees you would be assigning to this contract had continuing education training to enhance their skills for working with school aged children?
6. Have you previously had or do you currently have contracts with other school systems in Pennsylvania? If yes, identify those school systems for the purpose of providing a reference. Provide contact information and description of services.
7. Are you currently or have you within the last 10 years, been involved in litigation regarding SAP services? If yes, provide details.
8. Has your company ever had a client cancel a contract mid-term or not renew a contract at the end of the term? If yes, please provide specifics.