SOLICITATION ADDENDUM
QUESTIONS AND ANSWERS

SOLICITATION NUMBER: NDERFP260915
Supported Employment Services
Opening Date: 11/13/2026
Addendum Effective Date: 11/05/2026

Questions and Answers

Following are the questions submitted and answers provided for the above-mentioned solicitation. The questions and answers are to be considered as part of the solicitation. It is the responsibility of bidders to check the State Purchasing Bureau website for all addenda or amendments.

Solicitation Section Reference	Solicitation Page #	Questions	NDE Answer
Not provided	Not provided	What is the intended number of awards (approximate number)?	NDE reserves the right to award to one or more Vendors. The final number of awards will be determined based on the solicitation responses received and NDE's best interests.
Not provided	Not provided	What are the estimated funds allocated for this contract?	NDE does not disclose the budget for RFPs.
Not provided	Not provided	What is the tentative start date for this engagement?	The anticipated Vendor start date is April 1, 2027. All dates are approximate and subject to change.
Not provided	Not provided	What is the work location of the proposed candidates?	Services will be provided to participants statewide across Nebraska through virtual, in-person, and/or hybrid formats, as appropriate to the service and participant needs. The needs assessment will inform the training and technical-assistance plan, including training frequency, delivery methods, priority areas, and emerging needs. While specifics cannot be determined until after the completed needs assessment, it is estimated that the number of trainings to take place annually will, at a minimum, be three (3). At least one training must be offered in-person at the NDE office in Lincoln, Nebraska. While NDE anticipates that remote operations will be acceptable for most other trainings, training needs to be appropriate to the participant's needs, which may require in-person services. Project kickoff meetings, periodic project review meetings, and technical assistance can be provided remotely or at NDE's Lincoln, NE office.
Not provided	Not provided	Please provide the evaluation criteria for the bids for this ITB	This solicitation is a Request for Proposal (RFP). Responsive proposals will be evaluated based on the Corporate Overview, Technical Response, and Cost Sheet in accordance with Section I.P of the RFP.
Not provided	Not provided	Is this a new contract, or are there any incumbents? If there is an incumbent, please provide the incumbent's name and pricing and confirm whether the incumbent is eligible to resubmit the proposal.	This is a new procurement. There is no current contract or incumbent for these services.
Not provided	Not provided	Are there any pain points or issues with the current vendor(s)?	Not applicable. There is no current contract or current Vendor for these services.
Not provided	Not provided	Could you please share the previous spending on this contract, if any?	Not applicable. This is a new procurement, and there is no current contract for these services.

Not provided	Not provided	Is there any mandatory subcontracting requirement for this contract? If yes, is there a specific goal for the subcontracting?	No specific subcontracting goal is established by this RFP. If a bidder intends to use subcontractors, the bidder must provide the information required by the solicitation regarding the subcontractors, assigned tasks, and level of effort.
Not provided	Not provided	How many positions were used in the previous contract (approximate)?	Not applicable. There is no previous contract for these services, and this solicitation is not for staffing positions.
Not provided	Not provided	How many positions will be required per year or throughout the contract term?	This solicitation is not for a specified number of staffing positions. Bidders must propose sufficient qualified personnel to perform the project requirements and deliverables.
Not provided	Not provided	If the resources we provide at the time of proposal submission are unavailable at the time of a potential contract award, could vendors replace them with equally qualified resources?	Commitments included in a bidder's proposal may not be changed without prior written agreement from NDE.
Not provided	Not provided	Can we provide hourly rate ranges in the price proposal?	Bidders must complete and submit the mandatory NDE Vendor Cost Sheet in the format provided. Pricing must be submitted by project deliverable for each contract year, along with any applicable other associated costs.
Not provided	Not provided	Will you allow mid-contract price adjustments (e.g., for agency fees or wage rates), and if so, under what conditions?	Please refer to Section III.G, Prices. Prices will remain fixed for the first one (1) year of the contract. Any request for a price increase after the first year may not exceed three percent (3%) of the price proposed for the applicable period, is not cumulative, and must be submitted in writing to NDE Procurement at least 120 days before the end of the current contract period. NDE reserves the right to deny any requested price increase.
Not provided	Not provided	If adjustments are permitted, is there a specified mechanism (e.g., annual review, CPI-based increase, or mutual negotiation) that governs such changes?	Please refer to Section III.G, Prices. Prices will remain fixed for the first one (1) year of the contract. Any request for a price increase after the first year may not exceed three percent (3%) of the price proposed for the applicable period, is not cumulative, and must be submitted in writing to NDE Procurement at least 120 days before the end of the current contract period. NDE reserves the right to deny any requested price increase.
Not provided	Not provided	Should the initial proposal reflect fixed pricing for the entire term, or can adjustments be proposed in advance as part of the contract?	Prices must remain fixed for the first one (1) year of the contract. Bidders must provide proposed pricing for each contract year on the mandatory NDE Vendor Cost Sheet. Any subsequent request for an increase is governed by Section III.G.
Not provided	Not provided	What are the invoice/payment terms (NET 30, NET 45, etc.) and required invoice fields?	Invoices must contain sufficient detail to support payment. NDE will have forty-five (45) calendar days to pay after receiving a valid and accurate invoice. Please refer to Sections IV.C and IV.D.
Not provided	Not provided	What are the candidate reporting requirements?	NDE understands "the candidate" refers to the Vendor. The Vendor must provide periodic status updates, maintain a current work plan and schedule, track project activities and deliverables, and provide the participation and evaluation information required by the RFP.
Not provided	Not provided	Is the work entirely onsite, or is there a possibility for remote operations and performance?	Services will be provided to participants statewide across Nebraska through virtual, in-person, and/or hybrid formats, as appropriate to the service and participant needs. The needs assessment will inform the training and technical-assistance plan, including training frequency, delivery methods, priority areas, and emerging needs. While specifics cannot be determined until after the completed needs assessment, it is estimated that the number of trainings to take place annually will, at a minimum, be three (3). At least one training must be offered in-person at the NDE office in Lincoln, Nebraska. While NDE anticipates that remote operations will be acceptable for most other trainings, training needs to be appropriate to the participant's needs, which may require in-person services. Project kickoff meetings, periodic project review meetings, and technical assistance can be provided remotely or at NDE's Lincoln, NE office.

Not provided	Not provided	Are resumes required at the time of proposal submission? If yes, do we need to submit the actual resumes for proposed candidates, or can we submit the sample resumes?	Yes. Bidders should provide actual resumes for all personnel proposed to work on the NDE project. Resumes must be submitted as a separate attachment, be no more than three (3) pages per person, and contain the information required by Section VI.A.
Not provided	Not provided	Could you please provide the list of holidays? Are there any mandated Paid Time Off, Vacation, etc.?	Not applicable. Personnel assigned to the contract will be employees or personnel of the Vendor. The Vendor is responsible for employee pay, benefits, work hours, leave, and other employment obligations. The term State-recognized holidays, as used in the RFP, include those found here: https://das.nebraska.gov/personnel/holiday.html.
Section V.D – Business Requirements	34	The RFP requires at least one in-person training but does not specify the number, location, duration, or expected attendance. Please confirm if it is mandatory pass/fail or a virtual mode will also suffice?	Services will be provided to participants statewide across Nebraska through virtual, in-person, and/or hybrid formats, as appropriate to the service and participant needs. The needs assessment will inform the training and technical-assistance plan, including training frequency, delivery methods, priority areas, and emerging needs. While specifics cannot be determined until after the completed needs assessment, it is estimated that the number of trainings to take place annually will, at a minimum, be three (3). At least one training must be offered in-person at the NDE office in Lincoln, Nebraska. While NDE anticipates that remote operations will be acceptable for most other trainings, training needs to be appropriate to the participant's needs, which may require in-person services. Project kickoff meetings, periodic project review meetings, and technical assistance can be provided remotely or at NDE's Lincoln, NE office. The expected duration is six hours, and it will take place at the NDE/VR Lincoln office. Registration for the in-person training will not exceed 100 participants. Additional training sessions can be held virtually.
Sections III.G – Prices and V.J – Perform Implementation	27, 37	Please confirm whether the vendor must include travel, lodging, venue, audiovisual equipment, technology, and related in-person training expenses in its proposed price, or whether NDE will provide or reimburse any of these costs.	The Vendor is responsible for qualified personnel, preparation, instructional materials, technology necessary for contractor-provided activities, and other resources required to perform the approved scope unless otherwise specified in the contract. Applicable travel, lodging, and other associated costs must be included on the mandatory NDE Vendor Cost Sheet. NDE will provide the venue.
Section III.J – Insurance Requirements	27–30	Please confirm whether the Certificate of Insurance (COI) is not required at proposal submission and may instead be submitted after award, before services commence.	A Certificate of Insurance is not required with the proposal. The awarded Vendor must provide evidence of the required insurance coverage before beginning work.
Section III.J – Insurance Requirements	29–30	Are all specified insurance limits and endorsements mandatory before services commence, including $5 million in cyber liability and umbrella/excess liability coverage? Will equivalent coverage arrangements be considered?	The awarded Vendor must maintain the insurance coverage specified in Section III.J before beginning work. The awarded Vendor must provide evidence of required insurance coverage specified in Section III.J before beginning work. If bidder is taking an exception to the insurance requirement, please follow instructions on page 25 of the RFP. (Bidder must note the specific clause, including section reference, to which an exception has been taken, an explanation of why the bidder took exception to the clause, and provide alternative language to the specific clause within the solicitation response.)
Sections V.D – Business Requirements and II.Q – Americans with Disabilities Act	23, 34	Who will coordinate and bear the costs of reasonable accommodations for training participants, including interpreters, captioning, assistive technology, and accessible training venues?	NDE will provide participant accommodation. Vendor-created materials and contractor-provided technology must comply with the RFP accessibility requirements outlined in Section II.Q,R, and S.

Sections V.A – Project Overview and V.E – Scope of Work	34–35	Please confirm whether the contract is limited to training, technical assistance, consultation, and professional development for Nebraska VR staff and contracted providers, or whether direct Supported Employment services to individuals with disabilities are also required.	Direct Supported Employment services to individuals with disabilities are excluded.
Sections V.G – Technical Requirements and VI.A.1 – Corporate Overview	36, 40–41	Are specific licenses, certifications, or minimum experience levels required for the project lead and trainers, given that the RFP requires substantial subject-matter knowledge and experience?	The RFP does not establish specific mandatory licenses or certifications. The bidder and proposed project team must demonstrate the knowledge and experience required by Sections V.G and VI.A, including substantial knowledge and experience in Supported Employment and competitive integrated employment.
Sections V.C – Project Requirements, V.D – Business Requirements, V.F – Work Plan, and V.L – Deliverables	34–38	Please clarify the anticipated minimum number and frequency of training sessions, expected technical assistance workload, participant volume, and reporting deadlines. Will these requirements be finalized after the initial needs assessment?	Services will be provided to participants statewide across Nebraska through virtual, in-person, and/or hybrid formats, as appropriate to the service and participant needs. The needs assessment will inform the training and technical-assistance plan, including training frequency, delivery methods, priority areas, and emerging needs. While specifics cannot be determined until after the completed needs assessment, it is estimated that the number of trainings to take place annually will, at a minimum, be three (3). At least one training must be offered in-person at the NDE office in Lincoln, Nebraska. While NDE anticipates that remote operations will be acceptable for most other trainings, training needs to be appropriate to the participant's needs, which may require in-person services. Project kickoff meetings, periodic project review meetings, and technical assistance can be provided remotely or at NDE's Lincoln, NE office.
Section III.I – Ownership of Information and Data / Deliverables	27	Please clarify whether pre-existing training curricula, frameworks, tools, and materials incorporated into the project will remain the vendor's intellectual property, with usage rights granted to NDE, or whether ownership must transfer to NDE.	Pre-existing intellectual property owned by the Vendor is not required to be transferred to NDE solely because it is used in performing the contract. Deliverables developed specifically as a result of the contract are subject to Section III.I. Bidders should clearly identify any proposed use of pre-existing proprietary materials in their proposal.
Section I.E – Secretary of State/Tax Commissioner Registration Requirements	13	For an out-of-state bidder, must Nebraska business registration be completed before proposal submission, or is registration required only after the Intent to Award and before contract execution?	Please refer to Section I.E. All bidders must be authorized to transact business in Nebraska and comply with applicable Nebraska Secretary of State registration requirements. The bidder receiving an Intent to Award may be required to provide current evidence of compliance before contract execution.
Sections IV.F – Subject to Funding / Funding Out Clause and II.O – Early Termination	22–23, 33	If NDE terminates the contract for convenience or loss of funding after the vendor has incurred non-cancellable travel, venue, or preparation costs, will those expenses be reimbursed in addition to payment for satisfactorily completed services?	Please refer to Sections II.O and IV.F. Upon termination under Section II.O, the Vendor is entitled to payment on a pro rata basis for products or services satisfactorily performed or provided.
Sections II.H – Breach and II.O – Early Termination	21–23	Does NDE intend to impose any liquidated damages, service credits, or other monetary penalties for delayed or missed training sessions or deliverables beyond the remedies stated in the RFP?	The Contractor must provide advance notice to NDE of any cancelled training, and work with NDE to communicate cancellation to participants. If requested by NDE, the Contractor must work with NDE to reschedule the training. In addition to remedies in the RFP, Contractor's failure to provide scheduled training will be a breach of contract, subject to all remedies available at law.
Section II.K – Indemnification	21–22	Please clarify whether the vendor's liability is capped at the required insurance limits or whether liability may exceed those limits under the indemnification provisions, subject to applicable law.	Indemnification is not limited to the Vendor's Insurance limits

Section III.G – Prices and Attachment A – NDE Vendor Cost Sheet	27, 43	Is an estimated budget or maximum funding amount available for the initial one-year contract? Please also clarify the expected pricing basis on the mandatory cost sheet, such as an annual fixed fee, per-session rate, hourly rate, or another unit.	NDE does not disclose the budget for RFPs.
Section S	17	What is the anticipated amount of the award? Is there a minimum or maximum amount that you anticipate awarding?	NDE does not disclose the budget for RFPs.