

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE  
AMENDMENT NO. 1

TO: THE OHIO DEPARTMENT OF EDUCATION  
FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES  
SUBJECT: CONTRACT FOR EVALUATION OF THE STRAIGHT A FUND PROGRAM

Attached are pages 2, 3, 4 and 6 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to reallocate funds in year one for phone surveys, to add collection of artifacts to year two of the contract for \$13,500 and, to add the Summary of Amendments page.

All other prices, terms and conditions remain unchanged.

Questions regarding this Amendment and/or the Requirements Contract may be directed to:

Patrick Means, CPPB  
patrick.means@das.ohio.gov

This Amendment, the main Requirements Contract and any additional amendments thereto are available from the DAS Web site at the following address:

<http://www.ohio.gov/procure>

Affected Contractor(s):

198085  
CH Smith & Associates, LLC  
1771 Clayburn Circle  
Cincinnati, OH 45240

MUTUALLY AGREED UPON CLARIFICATIONS AND MODIFICATIONS.

CH Smith and Associates will meet with the Ohio Department of Education to discuss and revise the specifics of survey generation immediately after contract award.

The C H Smith & Associates team will begin the detailed review of the 24 FY 2014 approved grant applications and evaluation plans in July 2014. We will iteratively review evaluation plans, and if appropriate, work with project sites to have updates to their evaluation plans to improve the efficacy of data collection as long as needed to produce the appropriate data for the evaluation.

C H Smith & Associates can organize the convening of investigators at any point between September 2014- April 2015. If the convening is not required to inform the collection of baseline data in September, our initial suggestion is that a convening be held in mid-November 2014 or late February 2015 to capitalize on the analysis of the baseline data, to minimize the risk of inclement weather cancelling the event, and to host the meeting avoiding common dates for winter and spring breaks.

**THE OFFEROR'S FEE STRUCTURE**

C H Smith & Associates will be paid as proposed on the Cost Summary after the Agency approves the receipt of product(s)/services associated with each deliverable and continued completion of all deliverables. If the Agency and C H Smith & Associates mutually agree to increase or reduce the proposed number of six (6) sites selected for the case studies deliverable, the fixed fee will be pro-rated per site (\$4250 per site) annually. If C H Smith & Associates and the Agency mutually agree to increase or reduce the proposed number of seven (7) focus groups held in Year Two, the fixed fee will be pro-rated per focus group (\$4285 per site). In addition, if the Agency and C H Smith & Associates mutually agree to eliminate a proposed deliverable from the Scope of Work, the work associated with the deliverable will not be conducted and the Agency will not be charged for the cost of the deliverable. All costs are in U.S. Dollars.

**\*Incorporate Qualitative Phone Survey to Program Managers**

For year one of the Straight A Fund Evaluation, the Ohio Department of Education requests that C H Smith & Associates conduct a phone survey of all 24 program managers in addition to performing the online surveys.

1. Conduct a phone survey of all 24 program managers in lieu of the deliverable to conduct interviews with three case study sites.
2. Shift the time and effort originally allocated for conducting the three case study interviews and the collection and inventory of project artifacts to performing the phone surveys and online surveys in Year One. The cost for the case study interviews (\$5,250) and inventory project artifacts (\$13,500) in Year One would be allocated in total (\$18,750) to the phone surveys.
3. Separate Year One Deliverable #7 "By September 2014 collect first year implementation and baseline outcome quantitative data from projects" into four distinct deliverables for an improved schedule to accommodate the surveys:
  - a) 7a. Collect and analyze baseline program manager online survey. Deliver by December 2014.
  - b) 7b. Collect and analyze teacher, frontline staff and other key stakeholder survey. Deliver by February 2015.
  - c) 7c. Baseline quantitative analysis on fiscal data made available by October 31. Deliver by November 2014.
  - d) 7d. Baseline quantitative analysis on performance data made available by January 1. Deliver by February 2015.

**Complete Collection and Review of Project Artifacts in Year Two**

In order to accommodate the request for qualitative and quantitative survey data from sites between October 2014- February 2015 and avoid exceeding the annual project budget, the C H Smith & Associates team would like to postpone the performance of the Year One #6 deliverable to collect and review project artifacts to the first quarter of Year Two with a delivery of the artifact inventory in August 2015.

\*Indicates changes to items in year one and year two.

COST SUMMARY

Request for Proposal: Evaluation of the Straight A Fund Program  
 CSP910314

UNSPSC CATEGORY CODE: 93131703, 81131500, 80101606

OAKS Item Number: 26140

Year 1 Cost Summary DELIVERABLES YEAR ONE	COST
1. Identify specific data needs of the overall project evaluation.	\$ 15,000
2. Review evaluation plans as submitted during application process to determine training needs.	\$ 28,500
3. Convene an initial training of principal investigators of the projects:	\$ 20,000
4. Identify six projects for in-depth Qualitative study	\$ 11,750
5. Develop a site visit protocol to review programmatic implementation at selected sites	\$ 2,750
**Conduct Site Visits	\$ 25,500
*6. Phone surveys for 24 sites	\$ 18,750
7. By September 2014 collect first year implementation and baseline outcome quantitative data from projects.	\$ 22,500
8. Assist ODE in compiling June 2015 progress report to Governor and Legislature	\$ 5,250
<b>TOTAL COST FOR YEAR ONE DELIVERABLES</b>	<b>\$ 150,000</b>

\*\* Additional Deliverable specified in line with intent of RFP

Year 2 Cost Summary DELIVERABLES—YEAR TWO	COST
1. By September 2015 receive initial quantitative outcome data from projects.	\$ 15,250
2. Conduct 6 site visits to sites selected for in-depth study during year one.	\$ 25,500
3. Conduct 7 focus group discussions probing ongoing lessons learned, barriers, successes, etc. with four groups/roles	\$ 30,000
*Collection and Review of Project Artifacts	\$13,500
4. Make recommendations to ODE for formative adjustments and needed technical assistance based on early review of Qualitative and quantitative data.	\$ 12,000
5. Assist in provision of needed technical assistance as it pertains to the ability of projects to produce Quality data for evaluation.	\$ 12,000
6. Assist ODE in compiling June 2016 progress report to Governor and Legislature.	\$ 5,250
<b>*TOTAL COST FOR YEAR 2 DELIVERABLES</b>	<b>\$ 113,500</b>

\*Indicates change to cost allocation for year one and additional costs for year two.

COST SUMMARY (CONTINUED)

Year 3 Cost Summary DELIVERABLES—YEAR THREE	COST
1. By September 2016 receive quantitative trend data from projects.	\$ 15,250
2. Synthesize all Qualitative and quantitative information in relationship to the basic research questions and provide end of project report to ODE.	\$ 31,750
3. Assist ODE in compiling June 2017 progress report to Governor and Legislature.	\$ 5,250
** Conduct site visits to sites selected for in-depth study during year one.	\$ 25,500
**Assist in provision of needed technical assistance as it pertains to the ability of projects to produce Quality data for evaluation.	\$ 5,250
<b>TOTAL COST FOR YEAR 3 DELIVERABLES</b>	<b>\$ 83,000</b>

\*\* Additional Deliverable specified in line with intent of RFP

Total Contract Cost (Three Years)

Description	Cost
Total cost for Year One Deliverables only.	\$150,000
*Total cost for Year Two Deliverables only.	\$113,500
Total cost for All Year Three Deliverables only.	\$83,000
*Total Contract Cost	\$346,500

All costs are in U.S. Dollars.

\*Indicates increase for year two and total contract cost.

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
1	11/10/14	To reallocate funds in year one for phone surveys, to add collection of artifacts to year two of the contract for \$13,500 and, to add the Summary of Amendments page.