

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. 2

TO: LIMITED DISTRIBUTION – 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 1, 3-9 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 add Fiscal Year 2015 budget, add deliverables for years three and four and, renew contract through June 30, 2018.

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
C H Smith & Associates, LLC
1771 Clayburn Circle
Cincinnati, OH 45240



STATE OF OHIO
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MANDATORY USE CONTRACT FOR: Evaluation of the Straight A Fund Program

CONTRACT NUMBER: CSP910314

EFFECTIVE DATES: June 16, 2014 TO June 30, 2017
* Renewal through June 30, 2018

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP910314 that opened on 05/05/14. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated, or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to the Ohio Department of Education as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

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

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

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

www.ohio.gov/procure

Minority Business Enterprise Award in accordance with ORC CH. 125.081

*Indicates renewal through 06/30/18

Additional Requirements for FY 15 Budget

Additional requirements:

1. Expand capacity to evaluate 24 FY 2014 projects and 37 FY 2015 Projects and provide services through June 30, 2018 and subcontract with Carlos Mora, PhD, Marguerite Roza, PhD and Michelle T. Watts, PhD to conduct qualitative research.
2. Additional requirements: Expand capacity to evaluate 24 FY 2014 projects and 37 FY 2015 Projects and provide services through June 30, 2018.

Additional Year Two Deliverables:

1. Review FY15 evaluation plans as submitted during application process to determine revisions in evaluation methodology and training needs for new cohort.
2. Plan for training of principal investigators of the FY 15 projects (possibly merged with PIs of FY 14 cohort).
3. Identify six (up to eight) FY 15 projects for in-depth qualitative and quantitative study.
4. Initiate collection and review of project artifacts for FY 15 projects

Additional Year Three Deliverables:

1. By September, receive initial quantitative outcome data from projects. FY15 grantees will be asked to provide the end of the grant year report by September 2016 and interim updated by November 30, 2016 regarding their project progress including current outputs, preliminary outcomes, and early data on process and change adoption if available. The data will be analyzed for the annual report and any subsequent reports. In addition, FY15 project managers will be surveyed in November 2016 and frontline implementers will be surveyed in Spring 2017. The evaluation team will also provide further analysis of the financial impact tables against the research questions in November.
2. Conduct site visits selected for in-depth study during year one.
3. Conduct focus group discussions probing ongoing lessons learned, barriers, successes, etc.
4. Assist in provision of needed technical assistance as it pertains to the ability of projects to produce quality data for evaluation.
5. Incorporate FY15 data into ongoing ODE report to Governor and Legislature.

Additional Year Four Deliverables:

1. Receive quantitative trend data from FY 15 projects. Utilize same data collection methods and procedures as previous years but focused exclusively on FY15 grantees.
2. Conduct focus groups as in previous years for FY15 grantees. Conduct eight focus groups organized into the following:
 - a. Project treasurers/fiscal representatives
 - b. Project managers
 - c. Front-line teachers/ instructional staff (may be up to 2 sessions)
 - d. Front-line site or building administrators
 - e. Frontline non-instructional staff
 - f. Principal investigators
 - g. Key partners/ vendors
3. Complete case studies. Visit case study sites in Spring 2018 and produce a summary of findings to be incorporated into the end of project report.
4. Synthesize all qualitative and quantitative information in relationship to the basic research questions and provide end of project report to ODE.
5. Assist ODE in compiling progress report to Governor and Legislature. As in previous years, the research team will provide information for the December annual report.

*Indicates FY 2015 budget, additional deliverables and repagination

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
TOTAL COST FOR YEAR ONE DELIVERABLES	\$ 150,000

** 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
*TOTAL COST FOR YEAR 2 DELIVERABLES	\$ 113,500

*Indicates repagination

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
TOTAL COST FOR YEAR 3 DELIVERABLES	\$ 83,000

** 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 repagination

*YEAR TWO ADDITIONAL COSTS

Deliverables (Year 2)	Effort in Days	Costs
Review FY15 plans and identify needs and KPIs	18	\$ 46,000
Artifacts: Inventory version 1	14	\$ 20,200
Artifacts: Inventory v2	2	\$ 2,900
Technical Assistance: October evaluation summit	13	\$ 22,700
Technical Assistance: Quarterly e-newsletters	8	\$ 11,600
Technical Assistance: Quarterly webinars	3	\$ 4,400
Technical Assistance: Respond to grantee needs as requested	4	\$ 5,800
Quantitative Data: End of Year and Interim Reports	3	\$ 4,400
Quantitative: Financial Impact Tables	3	\$ 6,400
Quantitative: Project Manager survey	1	\$ 1,500
Quantitative: Staff survey	1	\$ 1,500
Quantitative: Fiscal state report cards	2	\$ 2,900
Annual Report	1.5	\$ 2,200
Case Studies (quoted for six sites, additional sites may be added at \$4250 per site)	18	\$ 25,500
Formative Report	4	\$ 11,800
TOTAL ADDITIONAL COSTS		\$ 169,800

*YEAR THREE ADDITIONAL COSTS

Deliverables (Year 3)	Effort in Days	Costs
Quantitative Data: End of Year and Interim Reports	4	\$ 7,800
Quantitative: Financial Impact Tables	2	\$ 6,900
Quantitative: Project Manager survey	1	\$ 1,500
Quantitative: Staff survey	1	\$ 1,500
Quantitative: Fiscal state report cards	2	\$ 4,900
Annual Report	3.5	\$5,100
Focus Groups	40	\$ 60,000
Case Studies	18	\$ 25,500
Technical Assistance: Quarterly e-newsletters	8	\$ 11,600
Technical Assistance: Quarterly webinars	4	\$ 5,800
Technical Assistance: Respond to grantee needs as requested	4	\$ 5,800
TOTAL		\$ 136,400

*Indicates additional deliverables costs and repagination

*YEAR FOUR ADDITIONAL COSTS

Deliverables (Year 4)	Effort in Days	Costs
Quantitative Data: End of Year and Interim Reports	5	\$ 9,200
Quantitative: Financial Impact Tables	2	\$ 6,900
Quantitative: Project Manager survey	4	\$ 5,800
Quantitative: Staff survey	5	\$ 7,200
Quantitative: Fiscal state report cards	2	\$ 4,900
Annual Report	5	\$ 7,200
Focus Groups	23	\$ 34,300
Case Studies	18	\$ 25,500
Technical Assistance: Quarterly e-newsletters	4	\$ 5,800
Technical Assistance: Quarterly webinars	2	\$ 2,900
Technical Assistance: Respond to grantee needs as requested	2	\$ 2,900
Summative Report	32	\$ 52,100
TOTAL		\$ 164,700

*Indicates additional deliverables costs and repagination

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

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

BID CONTRACT NO.: CSP910314-1

TERMS: Net 30

CONTRACTOR'S CONTACT:

Ms. Calista H. Smith

Office: 513-252-8129

E-mail: chs@chsmithassociates.com

*Indicates repagination

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
2	03/19/15	To add Fiscal 2015 budget add deliverables for years three and four and renew contract through June 30, 2018.
1	11/04/14	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.

*Indicates repagination