



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

MANDATORY USE CONTRACT FOR: EXTERNAL EVALUATION: OHIO'S STATEWIDE FRAMEWORK FOR TWENTY FIRST CENTURY COMMUNITY LEARNING CENTERS (CCLC)

CONTRACT NUMBER: CSP904110

EFFECTIVE DATES: 12/04/09 TO 06/30/10

* Renewal through 06/30/12

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP904110 that opened on 10/16/09. 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:

Dana L. King, CPPB
dana.king@das.state.oh.us

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

www.ohio.gov/procure

CONTRACT SUMMARY.

1. The United States Department of Education (USDOE) requires the State to conduct an annual comprehensive statewide evaluation of the Ohio Twenty-First Century Community Learning Centers (CCLC). The CCLC is a federally-funded grant program which supports high-quality, before- and after-school learning opportunities and related activities for students who attend eligible schools. The State will contract with an experienced external evaluation consultant to help design, coordinate, and conduct the evaluation. The purpose of the evaluation is to gain an objective and independent review of the grant's programs, services, and processes. The evaluation will seek to inform the grant's current and future efforts by assessing its impact, providing analysis and articulating recommendations.
2. The general Terms and Conditions for the Contract are contained in Attachment Three of the RFP for Project. The Contract consists of:
 - a. The original RFP and any addendums.
 - b. The documents and materials incorporated by reference in the RFP.
 - c. The Contactors' Proposals, as amended, clarified, and accepted by the State.
 - d. The documents and materials incorporated by reference in the respective Offerors' Proposal and subsequent accepted clarifications.
 - e. Any related amendments issued subsequent to Contract award.
3. The ODE and the Contractor shall notify the DAS, Office of Procurement Services within ten (10) business days in the event of a change in personnel, financial, or contact information.
4. The term of the Contract will be from the award date through June 30, 2010. The State may renew this Contract for two (2) one-year extensions; subject to and contingent upon the availability of funds. The State may renew all or part of this Contract subject to the satisfactory performance of the Contractor and the needs of Ohio Department of Administrative Services. The maximum duration of this Contract will be June 30, 2012.
5. The State will pay only for services rendered.
6. There will be no separate or additional reimbursement for travel or other related expenses.
7. All Contractor invoices shall be submitted to:

The Ohio Department of Education
Office of Literacy
25 South Front St
Columbus, OH 43215

MUTUALLY AGREED TO CONTRACT CLARIFICATIONS/MODIFICATIONS.

1. During the initial and 1st renewal of the contract, one (1) of the Contractor's primary purposes was to provide formative information regarding the grant's programs, services and processes. With that, the evaluation questions are formulated to address six (6) questions designed by the Contractor. In addition, the Contractor is also responsible for designing an on-line survey that was administered to 21st CCLC grantees and center staff and volunteers. While these services were adhered to as scheduled and outlined per the Contract.
2. As the 21st CCLC program continues to grow, the ODE will seek minor changes to these particular processes. First, as the Contractor begins its formulation of questions for grantee interviews, the ODE will require a prior meeting regarding the interview and on-site evaluation process. This expectation is to ensure ODE input will ensure the Contractor communicates with the appropriate 21st CCLC personnel.
3. The ODE plans to put procedures in place which will allow its team to view questions and provide feedback to ensure proper line of questioning to gain the information needed for data and data reporting purposes.

* Indicates contract repagination beginning with page 2 and the addition of Contract Summary and Clarifications /Modifications effective August 1, 2011.

COST SUMMARY

UNSPSC Number: 80101500
 OAKS Item Number: 17136

DELIVERABLE	DESCRIPTION	COST
One	Project Plan <ul style="list-style-type: none"> • Provide a written plan which documents methodologies. • Convene half-day meeting, or conference call, to describe and obtain feedback and/or approval of methodologies. 	\$ 13,080.00
Two	Year One (1) Program and Report - Inform the State on progress on program and collected data existing efforts. (FY 2010) <ul style="list-style-type: none"> • First and Third Quarter Progress Meetings to address and discuss evaluation progress to date and summarize data collection. • Mid-Year Report will provide preliminary data, findings, and recommendations to the CCLC team. • Final Yearly Witten Report delivered to the State allowing the State to use data for implementation and continuous program improvement. 	\$ 86,643.00
Three	Year Two (2) Program and Report - Inform the State on progress on program and collected data existing efforts. (FY 2011) <ul style="list-style-type: none"> • First and Third Quarter Progress Meetings to address and discuss evaluation progress to date and summarize data collection. • Mid-Year Report will provide preliminary data, findings, and recommendations to the CCLC team. • Final Yearly Witten Report delivered to the State allowing the State to use data for implementation and continuous program improvement. 	\$ 98,096.00
Four	Year Three (3) (Final) Program and Report - Inform the State on progress on program, collected data existing efforts and in addition, include the more summative aspects of focusing on the impact of the program. (FY2012) <ul style="list-style-type: none"> • First and Third Quarter Progress Meetings to address and discuss evaluation progress to date and summarize data collection. • Mid-Year Report will provide preliminary data, findings, and recommendations to the CCLC team. • Final Yearly Witten Report delivered to the State allowing the State to use data for implementation and continuous program improvement. 	\$ 99,560.00
	Subtotal – Deliverable One and Two (First Year – FY 2010)	\$ 99,723.00
	Subtotal – Deliverable Three (Second Year – FY 2011)	\$ 98,096.00
	Subtotal – Deliverable Four (Third Year – FY 2012)	\$ 99,560.00
	Project Total “Not to Exceed Cost”	\$ 297,379.00

Cost is reflected in U.S. Dollars

CONTRACTOR INDEX

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CONTRACTOR AND TERMS:

0000084522
RMC Research Corporation
1501 Wilson Blvd, Suite 1250
Arlington, VA 22209

CONTRACT NO.: CSP904110-1 (06/30/12)

CONTRACTOR'S CONTACT:

Carolyn Vincent, Ph.D.

TERMS: Net 30 Days

PHONE: (703) 558-4800
FAX: (703) 558-4823
E-mail: vincentc@rmcarl.com

* Indicates the Contract renewal by means of a mutual agreement through June 30, 2012.

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SUMMARY OF AMENDMENTS

<u>AMENDMENT NUMBER</u>	<u>REVISION DATE</u>	<u>DESCRIPTION</u>
3	07/29/11	To indicate mutual agreement to renew the Contract through June 30, 2012; repagination beginning with page 2; the addition of Contract Summary and Clarifications/Modifications; and update the Summary of Amendments page.
2	06/30/11	To indicate a 1-month unilateral contract renewal through July 31, 2011.
1	06/01/10	To indicate mutual agreement to renew the Contract for an additional 12 month period through June 30, 2011; for clarification of fiscal year period for deliverables Two, Three, and Four; and add the Summary of Amendments page.

* Indicates an update to the Summary of Amendments page.