

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: May 23, 2011

RFP NUMBER: CSP902612
INDEX NUMBER: EDU094

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Education (ODE), is requesting proposals for:

OHIO FORMATIVE INSTRUCTION MODULES AND PROFESSIONAL DEVELOPMENT

RACE TO THE TOP - (RttT)

OPENING LOCATION: Department of Administrative Services
Office of Procurement Services
ATTN: Bid Desk
4200 Surface Rd.
Columbus, OH 43228-1395

Reason for Addendum. To indicate the addition of budgetary language. Please remove pages 4 and 43 from the original RFP and replace with the attached pages.

PROPOSAL DUE DATE: June 20, 2011 by 1:00 p.m.

OPENING LOCATION: Department of Administrative Services
General Services Bid Desk
4200 Surface Road
Columbus, Ohio 43228-1395

* BUDGET. The State estimates a budget for this Project of approximately \$9,208,330. Proposals priced at more than \$9,208,330 for the NOT-TO-EXCEED TOTAL PROJECT COST (See Attachment Ten) may be considered non-responsive due to excessive cost, and may be eliminated from the evaluation process.

QUALIFIED APPLICANTS. Qualified Offerors must meet the Mandatory Requirements in Table 1, documenting their commitment to meet the Mandatory Requirements in the Cover Letter portion of the Proposal as well as more in depth documentation of qualifications in the Offeror Profile tab of the Proposal (see Attachment 4) to document qualifications. The form must be filled out completely, in typed form. The form may be recreated electronically, but all fields and formats must be retained. Failure to recreate the form accurately may lead to the rejection of the Offeror's Proposal. Also, failure to respond to all information requested on the form may lead to the rejection of the Offeror's Proposal.

Specifically, Offerors must present data that demonstrates the following:

1. Extensive experience and successful service delivery for clients for whom they have successfully completed projects of similar size and scope.
2. Extensive experience and the successful development and deployment of multiple Web-based modules on formative instruction simultaneously, on a state-wide level, working with a state agency.
3. Extensive experience and the successful delivery of professional development and training to instructional coaches on formative instruction.
4. They are an Ohio based contractor or provide proof of an agreement in which the Offeror agrees to partner with an Ohio-based organization to help achieve the State's goal of building capacity within Ohio.
5. At least five (5) Web-based modules, already developed, on formative instruction that include:
 - a. The importance of formative instruction.
 - b. Learning targets.
 - c. Collecting and documenting evidence of student learning.
 - d. Analyzing data and using descriptive feedback.
 - e. Student self- and peer-assessment.

CALENDAR OF EVENTS. The schedule for the Project is given below, and is subject to change. DAS may change this schedule at any time. If DAS changes the schedule before the Proposal due date, it will do so through an announcement on the State Procurement Web site area for this RFP. The Web site announcement will be followed by an addendum to this RFP, also available through the State Procurement Web site. After the Proposal due date and before the award of the Contract, DAS will make scheduled changes through the RFP addendum process. DAS will make changes in the Project schedule after the Contract award through the change order provisions located in the [general terms and conditions](#) of the Contract. It is each prospective Offeror's responsibility to check the Web site question and answer area for this RFP for current information regarding this RFP and its calendar of events through award of the Contract. No contact shall be made with agency/program staff until contract award is announced.

DATES:

Firm Dates

RFP Issued:	May 23, 2011
Inquiry Period Begins:	May 23, 2011
Inquiry Period Ends:	June 6, 2011, at 8:00 a.m.
Proposal Due Date:	June 20, 2011, by 1:00 p.m.

Estimated Dates

Contract Award Notification:	TBD
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NOTE: These dates are subject to change.

There are references in this RFP to the Proposal due date. Prospective Offerors must assume, unless it is clearly stated to the contrary, that any such reference means the date and time (Columbus, OH local time) that the Proposals are due.

Proposals received after 1:00 p.m. on the due date will not be evaluated.

* Indicates the addition of budgetary language.

DESCRIPTION	COST
YEAR TWO (2012 – 2013)	
Development and Deployment of the 19 Formative Instruction Modules. The Work shall include: 19 = Content – Specific modules (Grades Pre K-12, English language arts, mathematics, science, and social studies) and associated materials.	
Develop and deliver Formative Assessment PD (Developing training materials, endorsement criteria, competencies).	
Develop and deliver training and support to formative instruction specialists in central Ohio and regionally.	
Provide access for all Ohio educators to the on-line formative instruction modules.	
Develop communication plan, oversee delivery of Web content, and portal design, research finding and community research to increase understanding and use of formative assessment.	
Design materials, Web content, portal design research findings and community outreach documents.	
Management of the budget, implementation, schedule, performance measures and work plans for the Project.	
YEAR TWO SUBTOTAL	
YEAR THREE (2013 – 2014)	
Development and Deployment of the 22 Formative Instruction Modules. The Work shall include: 22 = Content – Specific modules (Grades Pre K-12, English language arts, mathematics, science, and social studies) and associated materials.	
Develop and deliver Formative Assessment PD (Developing training materials, endorsement criteria, competencies).	
Develop and deliver training and support to formative instruction specialists in central Ohio and regionally.	
Provide access for all Ohio educators to the on-line formative instruction modules.	
Develop communication plan, oversee delivery of Web content, and portal design, research finding and community research to increase understanding and use of formative assessment.	
Design materials, Web content, portal design research findings and community outreach documents.	
Management of the budget, implementation, schedule, performance measures and work plans for the Project.	
YEAR THREE SUBTOTAL	
* NOT-TO-EXCEED TOTAL PROJECT COST	

** **BUDGET.** The State estimates a budget for this Project of approximately \$9,208,330. Proposals priced at more than \$9,208,330 for the NOT-TO-EXCEED TOTAL PROJECT COST may be considered non-responsive due to excessive cost, and may be eliminated from the evaluation process.

All costs must be in U.S. Dollars.
 The State will not be responsible for any costs not identified.
 There will be no additional reimbursement for travel or other related expenses.

* NOT-TO-EXCEED TOTAL PROJECT COST = YEAR ONE + YEAR TWO + YEAR THREE TOTALS

** Indicates the addition of budgetary language.