Amendment of Solicitation

Date of Issuance: 3/6/24

Requisition No. 2650014100

Solicitation No. EV00000396

Amendment No. 2

Hour and date specified for receipt of offers is changed: ☐ No   ☒ Yes, to: 3/22/24   1:00 PM CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment <u>prior</u> to the hour and date specified in the solicitation as follows:

(1) Sign and return a copy of this amendment with the solicitation response being submitted; or,

(2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly in the subject line of the email.

RETURN TO: Supplier Portal (oklahoma.gov)

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Contracting Officer

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Description of Amendment:

a. This is to incorporate the following:

On behalf of the State of Oklahoma, the Office of Management and Enterprise Services (OMES) gives notice of the following questions concerning this solicitation, received during the Q&A period, which closed on 2/20/24 as noted in the Bidder Instructions. All questions and procurement/agency responses are detailed below:

Q 1.   IT Security Certification and Assessment Spreadsheet

Q.1.1 Question:
For each question or requirement included on the IT Security Certification and Accreditation Assessment spreadsheet, does the state prefer a maturity level under the maturity rating that best meets the question or requirement? Or should each maturity rating have a level assigned?

A.1.1 Answer:
The maturity rating should be a reflection of an applicable accurate assessment

Q.1.2 Question:
Does the state require an explanation/comment for each question asked on the IT assessment spreadsheet?

A1.2 Answer:
We only require comments/explanations on "No" and "N/A" answers.

Exhibit 2 Non-Mandatory Requirement 4.5 states "Letters or reports are available explaining the results of the screening assessment, including risk for characteristics of dyslexia, to the family and aligned to the Reading Sufficiency Act (RSA)."

Q1.3 Question:
Could the state define what they mean by "aligned to the Reading Sufficiency Act"?

A1.3 Answer:
The Reading Sufficiency Act as it pertains to screening is 70 O.S. § 1210.508C. Communication from the vendor should not give information that conflicts with this statute. The "grade- level target" referenced in the statute is identified as the 40th percentile

Exhibit 3, Pricing Invoice and Payment states "initial contract amount will be quoted based on an estimate mutually agreed upon by the state and vendor utilizing current enrollment data for Oklahoma."

Q1.4 Question:
Could the state provide the enrollment number for the K-5 population?

A1.4 Answer:
Estimated enrollment in Oklahoma is about 50,000 students per grade level. Estimated enrollment for K-5 is 300,000

Q 2. **Q2. Question:**
What is the anticipated award date?

A 2. **A2. Answer:**
Anticipated award date is by April 12, 2024.

Q 3. Bidder Instructions Amendment, pg. 5, 8.1E: As referenced in subsection 8.2.I, pricing shall be proposed using the Exhibit 3 titled Price. As referenced in subsection 8.2.I, pricing shall be proposed as a single total firm, fixed cost and include all information concerning fees, other costs and any other information relevant to the total cost.

Q3. Question:
Is the State requesting that bidders include pricing for professional development services along with the assessment cost?

A 3. **A3. Answer:**
Yes

Q 4. **Q4. Question:**
Exhibit 2 – Non-Mandatory Requirements Scope of Work, 4.2-4,4:
Is there a desired training model (i.e., train-the-trainer, etc.)?

A 4. **A4. Answer:**
There is not a desired training model. Training may consist of in-person or virtual (live or asynchronous).

Q 5. **Q5. Question:**
Exhibit 2 – Non-Mandatory Requirements Scope of Work, 4.2-4,4:
Approximately how many educators will be trained?

A 5. **A5. Answer:**
About 15,000 teachers will need training.

| Q 6. | **Q6.1 Question:**
On page 5 of Bidder_Instructions_Amendment_1.pdf, Subsection 8.1.E indicates that "As referenced in subsection 8.2.I, pricing shall be proposed using the Exhibit 3 titled Price." Exhibit_3.pdf is titled "Pricing Invoice and Payment" and does not include a budget sheet. Will the Department provide a budget sheet template, or may vendors use their own format?

A6.1 Answer:
Vendors may use their own format.

Q6.2 Questions:
In Subsections 8.2.H.iv and 8.2.H.v, a service level agreement and a Statement of Work are referenced. Our review of this Bid Package did not locate the requirements, forms, or criteria for either element. Are these required to be provided?

A6.2 Answer:
No

Q6.3 Question:
Are vendors required to provide the information noted in Subsections 8.2.K (Financial Information) and 8.2.L (Business References) of the Bidder Information packet?

Q6.3 Answer:
Financial Information and Business references are not being required for this solicitation.

Q6.4 Question:
Can the department confirm the evaluation criteria that will be utilized, including any weighted measures for mandatory and non-mandatory criteria, pricing, and any other relevant evaluation criteria?

A6.4 Answer:
We cannot provide the weighted measures.
As stated in the Bidder Instructions, 8.1.B
    The Bid will be evaluated using a best value criterion, based on the following:

    i Mandatory Requirements
    ii Non-Mandatory Requirements Scope of Work
    iii Price

Q6.5 Question:
Does the vendor need to complete the maturity ratings for the IT security assessment document? Specifically, do vendors need to offer a response for each maturity rating (it's 0 - 5) or just the most applicable per question? If so, can you please offer more clarification and directions? What is the rating scale and can you offer examples?

Q6.5 Answer:
Answer with what is most applicable per question.

Q6.6 Question:
When is the award of this contracted anticipated?

A6.6 Answer:
Anticipated award date is by April 12, 2024.

Q6.7 Question:
How soon after award are districts expected to begin implementation of this screener?

A6.7 Answer:
Districts using this screener will begin implementation in August 2024. | |

Q6.8 Question:
Will this screener selection negate the current list of assessments approved for Screening for Reading Difficulties, Including Characteristics of Dyslexia? If so, will there be an overlap or transition time for districts to switch to the statewide screener?

A6.8 Answer:
The current list of assessments will remain in place. Districts may use the state screener at no cost or choose to use their funds to use a screener on the approved list.

Q6.9 Question:
Will the Oklahoma districts be limited to using only the awarded screener or will they have the option to select other screeners that were previous approved on the RSA list?

A6.9 Answer:
The current list of assessments will remain in place. Districts may use the state screener at no cost or choose to use their funds to use a screener on the approved list.

Q 7. **Q.7.1. Question:**
Will this state-provided screening assessment replace the list of screeners currently approved by the Oklahoma State Board of Education?
(https://sde.ok.gov/sites/default/files/documents/files/Dyslexia Screening Assessments.pdf)

A7.1 Answer:
The current list of assessments will remain in place. Districts may use the state screener at no cost or choose to use their funds to use a screener on the approved list.

Q7.2 Question:
Will districts be required to use the state-provided screening assessment resulting from this RFP or will districts have the option to continue to contract screeners off the approved list?

A7.2 Answer:
The current list of assessments will remain in place. Districts may use the state screener at no cost or choose to use their funds to use a screener on the approved list.

Q 8. **Q8.1 Question:**
Is there a rubric available? How many points are being allocated to non-mandatory items?
A8.1 Answer:
We cannot provide the weighted measures.
As stated in the Bidder Instructions, 8.1.B
    The Bid will be evaluated using a best value criterion, based on the following:

    i Mandatory Requirements
    ii Non-Mandatory Requirements Scope of Work
    iii Price

Q8.2 Question:
Can you please confirm what (if any) financial documents are required for Section XI?

A8.2 Answer:
Financial Information and Business references are not being required for this solicitation.

Q8.3 Question:
Is there a required format for section XII business references?

Q8.3 Answer:
Financial Information and Business references are not being required for this solicitation.

Q8.4 Question:
Is there specified additional company information requested for section XIII, or is this just optional space for anything beyond responses provided for the mandatory and non-mandatory requirements scope of work included in section VIII?

A8.4 Answer:
This is optional space for anything beyond responses provided.

Q8.5 Question:
Please confirm that the table with the heading "testing year / 2024-2025" is the expected response for Pricing Info. Number 3 in Exhibit 3 references to Bidder Instructions, Section _E_ and it appears that section references back to the Payment Schedule Table in Exhibit 3. Can you clarify if additional information is requested beyond the dollar amount per screener in the table?

A8.5 Answer:
The table referenced is the expected response for the screener. If additional rows need to be added for costs that will affect the response, such as additional costs for training, then can be added to this table.

Q8.6 Question:
Is the "IT_Security_Certification_and_Accredidation_Assessment" to be provided as part of the supplier package or is this for reference as it would be required per the IT Terms if selected.

. **A8.6 Answer:**
This should be completed as it will be required if selected.

Q 9. **Q9. Question:**
Can you please provide clarification concerning the response format the Department of Education is requesting? Should we provide answers to both mandatory and non-mandatory requirements in Section Eight?

A 9. **A9. Answer:** Yes

Q10. In 8.2 Required Bid Packet Format:
- H.iv. "If service level agreements are required, the proposed service level agreements shall be inserted in this section at a Bid Packet page referencing the proposed Service Level Agreements." Are service level agreements required as part of this proposal response?

- H.v. "If a Statement of Work is required, the proposed draft shall be inserted in this section at a Bid Packet page referencing the proposed Statement of Work."

Q10.1 Question:
Does the State's definition of Statement of Work differ from the bidder's response to the Mandatory and Non-Mandatory Requirements?

A10.1 Answer:
No, it does not. The scope of work is defined through the requirements.

Q10.2 Question:
Please specify the anticipated start date of the contract, the anticipated start date of professional development, and the estimated date for the first testing window.

A10.2 Answer:
The anticipated start date of the contract is July 1, 2024. Professional development should be available by August 1, 2024. The estimated first testing window would be August 19 - September 13.

Q10.3 Question:
Please specify the funding structure for professional development. Will it be centrally funded, or will each district handle the professional development costs? If professional development will be funded by the State, please specify the Department of Education's budget allocated for professional development.

A10.3 Answer:
Professional development costs will be centrally funded. The budget for professional development will be adjusted based on the results of the RFP to meet the needs of district

b. All other terms and conditions remain unchanged.

_____   _____
Supplier Company Name (**PRINT**)   Date

_____ _____ _____
Authorized Representative Name (**PRINT**)   Title   Authorized Representative Signature