

Memorandum

To: The Honorable Members of the State Board of Education

From: Joy Hofmeister

Date: June 23, 2022

Subject: Oklahoma School Testing Program: College- and Career-Readiness Assessment (CCRA) – Grade 11 – Solicitation # 2650000396. This solicitation allows for two awards. One for the CCRA U.S. History and Science Assessments and a different award for the CCRA Math and ELA assessments.

This item is being presented to the State Board of Education (Board) for review and possible action regarding the State Department of Education's (OSDE) recommendation for the bid award relating to the Oklahoma School Testing Program (OSTP): College- and Career-Readiness Assessment (CCRA).

On March 25, 2022, the Office of Management and Enterprise Services (OMES) submitted a request for proposals (RFP) for products and services relating to the CCRA. The RFP expressly provided for an administrative review period in which vendors believing the RFP was unnecessarily restrictive or limited competition could request a review by OMES. No such requests were filed. Vendors also had the opportunity to submit questions; responses were provided, posted online, and incorporated by OMES as amendments to the RFP. The bid window has closed, and this information is being presented to the Board pursuant to 70 O.S. § 1210.508, which requires the Board to adopt assessments from the proposals that were submitted. If the Board makes this adoption, this information will then be sent to the State Purchasing Director with a recommendation to award the contract to the adopted supplier. Notably, OMES administrative rules expressly prohibit the announcement of a decision regarding a specific supplier evaluation or recommendation for bid award in any public manner or forum, including board meeting, until the State Purchasing Director has issued the award of contract. See OAC 260:115-7-32(d).

Evaluation Process

As required by the RFPs, OMES determined that each proposal met all mandatory requirements before turning them over to the OSDE for evaluation process. To guide the OSDE's review of submitted proposals, OMES facilitated the evaluation process. The composition of the review committees was selected based on their assessment knowledge, standards/content knowledge, and experience with assessment accommodations. Prior to beginning the



process, each of the reviewers signed a Conflict-of-Interest Statement certifying that neither they nor any of their immediate family had any conflict of interest with any vendor that submitted proposals. The reviewers also signed Nondisclosure Statements certifying that they would not disclose or release any confidential information prior to contract award and would report any contact they had with the vendors. SDE Purchasing provided training on the evaluation process to each of these reviewers, and the Office of Assessments provided them the evaluation tool. Review committee members then independently evaluated the proposals.

Vendors' Proposals

OMES received two bids in response to the RFP and subsequently provided each of them to the OSDE for evaluation. One bid responded to the CCRA assessments for Science and U.S. History, while the other bid responded to the CCRA Math and ELA assessments. In other words, there is only one vendor and one bid to consider relating to each component of the RFP.

Pricing

	U.S. History and Science Proposal	Math and ELA Proposal
Program and TAC Support, Year 1	\$2,558,866	\$2,856,018
Renewal Option – Year 2	\$2,778,651	\$2,804,492
Renewal Option – Year 3	\$2,627,564	\$2,866,128
Renewal Option – Year 4	\$2,684,236	\$2,928,360
Renewal Option – Year 5	\$2,743,369	\$2,980,060
Renewal Option – Year 6	\$2,726,504	\$3,042,923
Grand Total	\$ 16,119,190	\$ 17,477,981



Evaluation Results

Oklahoma law and the RFP provide that the evaluations are on a best value determination (best value of products and services to the state). Proposals were evaluated by the review committee on the following criteria:

- Program/Project Management
- Online System Requirements
- Supports for Districts
- Materials Handling/Scoring Processes
- Points

Overall summary evaluation scores are provided below. The maximum number of points possible was 431 for the math and ELA proposal and 543 for the U.S. History and science proposal.

U.S. History and Science Proposal (Maximum Points Possible 543)	Math and ELA Proposal (Maximum Points Possible 431)
471	374

SDE Recommendation

It is the recommendation of the SDE and review committee that OMES award the contracts for products and services set forth in the RFP to both the U.S. History and Science Proposal as well as the Math and ELA Proposal.

As such, State Board of Education action is requested.

