



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: The Honorable Members of the State Board of Education

FROM: Janet C. Barresi

DATE: December 18, 2014

SUBJECT: Oklahoma School Testing Program Contracts

This item is presented to the State Board of Education for review and possible action regarding two recommendations to the Office of Management and Enterprise Services (OMES) on bid award for components of the Oklahoma School Testing Program (OSTP).

OMES on behalf of the State Department of Education (SDE) published two separate requests for proposal (RFPs) for the services and products required to support the SDE in fulfilling the mandates of the OSTP:

1. Solicitation #2650000298 – For End-of-Instruction (EOI) assessments.
2. Solicitation #2650000299 – For science and social studies tests in Grades 5 and 8 and for the geography test in Grade 7.

The services and products to be provided include but are not limited to program and project management; online testing including the platform; online test management system; paper-and-pencil testing; test construction; test booklets including large-print and Braille versions; item and prompt development and review; item banking; standard setting; machine scoring; handscoring as required; test administration manuals and all ancillary materials; parent, student, teacher guides; interpretation manuals; training; printing; materials packaging and distribution; receipt control; data quality control; communications with districts and help desk activities; data analysis, equating, and psychometrics; and reporting.

RFP Development Process

Development of both RFPs involved multiple departments and state agencies in an iterative process of input and review. The Office of Assessments spearheaded the development with input gathered from SDE's Office of Accountability, the Office of Special Education, and the Office of Instruction/Instructional Technology, Legal Services, and Purchasing. The SDE worked in conjunction with OMES/Central Purchasing Division and OMES/Information Services Division (OMES/ISD) to determine the logistics and timeline for review and approval that were then put in place.

OMES issued the EOI RFP on October 6, 2014, with a response due date of November 6, 2014. The science and social studies RFP was issued on November 4, 2014, with a due date of December 9, 2014. For both, an administrative review period was provided in which vendors who believed the solicitation specifications to be unnecessarily restrictive or to limit competition could request a review by OMES. No requests were submitted. Vendors also had the opportunity to submit questions; responses were provided, posted online, and then incorporated by OMES as amendments to the RFPs.

Evaluation Process

As required by the RFPs, OMES determined that each proposal met all mandatory requirements before turning them over to SDE for evaluation process.

The composition of the review committees was reviewed and approved by SDE's Purchasing, Chief of Staff, and Legal Services. Prior to beginning the process, each of the reviewers signed a Conflict of Interest Statement certifying that neither they nor any immediate family member 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 that 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. Review committee members did not receive pricing information; rather a comparison of vendor pricing was conducted separately.

Evaluation Criteria

As specified in the RFPs, the evaluations are on a best value determination, i.e., the best value of products and services to the state. Proposals were evaluated by the review committee on the following criteria:

- pricing
- online system components
- quality of products
- quality of services
- program management and staffing resources
- experience and corporate capacity

This pricing component is based on Year 1/FY15 – Year 5/FY19 costs and includes services desired by the SDE. For the evaluation, pricing points were calculated using the following formula: [(Price of Lowest Cost Proposal) x (Maximum Points for Cost)] ÷ Cost of Each Higher Priced Proposal.

End-of-Instruction Assessments

Three proposals for the EOI assessments were received. The review committee for the EOI assessments consisted of the following staff:

- Office of Assessments (2 reviewers)
- Office of Accountability (1 reviewer)
- Office of Special Education (1 reviewer)
- Office of Instruction/Instructional Technology (1 reviewer)
- OMES/ISD (1 reviewer for online system components criteria)

Pricing

	Company A	Company B	Company C
FY15	\$4,578,179	\$6,431,332	\$4,465,480
FY16	\$6,949,129	\$10,072,660	\$5,722,957
FY17	\$7,308,302	\$9,283,396	\$5,722,957
FY18	\$7,317,567	\$9,424,536	\$5,722,957
FY19	\$6,206,113	\$9,278,768	\$5,722,957
Total	\$32,359,290	\$44,490,692	\$27,357,308

Evaluation Results

Overall summary evaluation scores are provided below.

Company A	Company B	Company C
953	831	937

Recommendation 1

It is therefore the recommendation of the State Department of Education that OMES award the contracts for services to support the EOI assessments to Company A.

Science and Social Studies Assessments

Two proposals for the science and social studies assessments were received. The review committee for the science and social studies assessments consisted of the following staff:

- Office of Assessments (2 reviewers)
- Office of Special Education (1 reviewer)
- Office of Instruction/Instructional Technology (1 reviewer)
- OMES/ISD (1 reviewer for online system components criteria)

	Company A	Company B
FY15	\$2,813,822	\$4,867,077
FY16	\$3,490,923	\$5,153,672
FY17	\$3,243,424	\$4,688,673
FY18	\$3,168,630	\$4,463,586
FY19	\$2,866,404	\$4,521,608
Total	\$15,583,203	\$23,694,616

Overall summary evaluation scores are provided below.

Company A	Company B
803	685

Recommendation 2

It is therefore the recommendation of the State Department of Education that OMES award the contract for services to support the assessments of Grades 5 and 8 science and social studies and Grade 7 geography to Company A.