

**Questions Regarding
NEW YORK STATE EDUCATION DEPARTMENT
RFP #23-015 NYSESLAT**

PROGRAM

1. Please provide page counts for all printed deliverables and expected quantities to ensure accurate printing estimates.

Answer: Please see the updated Attachment D: Operational Test Materials to be Printed, Duplicated, and Shipped by the Contractor, in which we have added this information for the operational test materials. The page counts and quantities provided represent this year's information.

Per page 29 of the RFP, "The contractor will collaborate with NYSED in developing a sampling plan for the annual field testing" (additional specifications for SAFTs are provided on pages 29-31). Because of the variability in potential sampling plans that may be proposed, it is not possible to provide an estimation of printed quantities of each SAFT material. The page counts for the most recent SAFT materials are provided below.

SAFT Page Count	
Material	Actual Page Count
K SPEAKING TEST BOOK FORM 1	14
NY203649-001_SP23_NYSLRWG1Fm04	28
NY203650-001_SP23_NYSLRWG1Fm05	28
NY203651-001_SP23_NYSLRWG1Fm06	28
NY203652-001_SP23_NYSLRWG1Fm07	28
NY203653-001_SP23_NYSLRWG1Fm08	28
NY203654-001_SP23_NYSLRWG1Fm09	28
NY1145987_SP23_NYSSpeakG1Fm01	20
NY1145988_SP23_NYSSpeakG1Fm02	20
NY1145989_SP23_NYSSpeakG1Fm03	20
NY1146008_SP23_NYSSpeakDFAG1Fm01	24
NY1146009_SP23_NYSSpeakDFAG1Fm02	24
NY1146010_SP23_NYSSpeakDFAG1Fm03	24
NY1146021_SP23_NYSLRWG1DFAFm04	24
NY1146022_SP23_NYSLRWG1DFAFm05	24
NY1146023_SP23_NYSLRWG1DFAFm06	24
NY1146024_SP23_NYSLRWG1DFAFm07	24
NY1146025_SP23_NYSLRWG1DFAFm08	24
NY1146026_SP23_NYSLRWG1DFAFm09	24
GR 2 SPEAKING TEST BOOK FORM 1	14

GR 3-4 SPEAKING TEST BOOK FORM 1	14
GR 5-6 SPEAKING TEST BOOK FORM 1	15
GR 7-8 SPEAKING TEST BOOK FORM 1	16
GR 9-12 SPEAKING TEST BOOK FORM 1	14
K SPEAKING DFA FORM 1	24
GR 1 SPEAKING DFA FORM 1	24
GR 2 SPEAKING DFA FORM 1	24
GR 3-4 SPEAKING DFA FORM 1	24
GR 5-6 SPEAKING DFA FORM 1	24
GR 7-8 SPEAKING DFA FORM 1	24
GR 9-12 SPEAKING DFA FORM 1	24
TEST COORD INSTRUCTIONS- SPEAKING + LRW	26

2. Will the state relax the requirement for the sample method for the rescore audit as long as the vendor can use an appropriate method for peer review? (Page/ Section 38)

Answer: It is unclear what is meant by “relax the requirements for the sample method.” Bidders should propose an audit methodology that meets the requirements outlined in the RFP (e.g., 10% of student responses for each grade band).

3. Contractor assumes that if the contractor does not have an individual within their organization that has the formal title and role of “Chief Administrative Officer,” that the individual with oversight over the preparation of the proposal submission and with authorized signatory authority within our organization may sign the required Submission Documents. If this is not correct, please explain. (Page/Section 76)

Answer: The proposal can be signed by any individual who is authorized by the organization to sign proposal documents, and who has the appropriate authority to sign legal certifications and make a binding offer on behalf of the organization.

4. Will the state consider options within a proposal to allow the Writing Test Booklet to be separate from the Listening and Reading Test Booklet for Operational testing? (Page/Section 18)

Answer: No, the writing cannot be separated. New York uses an integrated test design for listening, reading and writing.

5. Program–Page 22, Current NYSESLAT Operational Test Design: Kindergarten (Reading Test Design Table): The table below presents actual operational counts of items by item type from previous administrations in contrast to the number of items presented in the RFP. Additionally, it should be noted that Sentence Reading was previously broken down into two item types: Sentence Reading 1 and Sentence Reading 2. Please advise if the table in the RFP presents the correct number of items and item types, or if revisions are required.

Item Type	RFP Count	OP Counts (2021&22)	Comments
Letter-Sound Recognition	3	2	
Sound-Letter Match	3	2	
Alphabet Recognition	1	1	
Word Reading 1	4-5	3	
Word Reading 2	4-5	4	
Sentence Reading	2	3	Sentence Reading should be noted as Sentence Reading 1, based upon current design
Sentence Reading 2	-	3	RFP did not include Sentence Reading 2
Total	18	18	

Answer: It appears that some information was inadvertently omitted from the Current NYSESLAT Operational Test Design: Kindergarten (Reading Test Design Table). The chart below is the updated NYSESLAT Operational Test Design: Kindergarten (Reading Test Design Table).

Current Operational NYSESLAT Kindergarten Reading Test Design		
Item Type	Response Type	Number of Items
Letter-Sound Recognition	MC3	2
Sound-Letter Match	MC3	2
Alphabet Recognition	MC3	1
Word Reading 1	MC3	3
Word Reading 2	MC3	4
Sentence Reading 1	MC3	3
Sentence Reading 2	MC3	3
	Total Reading	18
	Total Reading Points	18

6. Program– Page 31, Field Test scoring (third paragraph): it is stated that the number of participants for each grade band requires a minimum of 9 committee members. Based upon 7 grade band levels (K, 1, 2, 3-4, 5-6, 7-8, 9-12), this would equal a minimum of 63 participants. The chart on Page 25 of the RFP indicates a total of 56-60 participants. Please clarify if NYSED would like to combine two of the lower grade levels into one committee, for example, Kindergarten and Grade 1, or there is some other method of determining the total number of participants required.

Answer: NYSED will work with the contractor to determine the appropriate combination of grade levels for each committee. The total number of participants shown in the chart on page 25 (i.e., 56-60) is accurate.

7. Program –RFP Page 36, Training for Local Scoring of the Operational Tests: It appears that the following description is missing some specifications: “The contractor will be responsible for developing training materials for use with the webinar turnkey training” Please provide additional specifications, if appropriate.

Answer: The webinar should occur in January 2024 and should be recorded for subsequent viewing. Emphasis in the training should be on those elements that have been revised from previous years. The training must include information on the design and implementation of the NYSESLAT, use of the generic rubrics, and scoring the constructed-response items for Writing and Speaking. The training should use items from the test samplers and sample student responses obtained through field testing. Prior training materials are available at <http://www.nysed.gov/state-assessment/nyseslat-training-materials> for review.

8. Program – RFP Page 42, Printing, Duplication, and Shipping of Operational Tests (first and second paragraphs): “...Materials to be printed and shipped include all operational test booklets, including those in braille and large type, as requested by schools; teacher directions; printed copies of dictation for listening passages; scoring guides for local scoring that must include rubrics; annotated scoring exemplars; practice sets; and any other test-related materials necessary for valid test administration... The contractor is required to provide schools with audio files needed for the listening components of the test. NYSED prefers an online hosting solution that allows schools secure access and playback of the audio files without requiring them to be downloaded.”

- a. Is the contractor responsible for creating Listening CDs to be made available to schools if requested, or is the Listening Test to be administered via Streaming Audio in its entirety?

Answer: As stated in the RFP, “The contractor is required to provide schools with audio files needed for the listening components of the test. NYSED prefers an online hosting solution that allows schools secure access and playback of the audio files without requiring them to be downloaded.” The contractor is not required to accomplish the provision of audio files via CD.

- b. If CDs are required, what quantity should be produced?

Answer: CDs are not required.

9. Program—RFP Page 42, Printing, Duplication, and Shipping of Operational Tests (seventh paragraph): “NYSESLAT materials will be shipped to approximately 4,300 schools by the contractor in three shipments. The first shipment will include those materials needed to administer the individually administered Speaking session, including student test books, teacher directions, and scoring materials.”

- a. Historically, the Speaking Scoring materials included the speaking exemplars as a CD. There is no mention of this CD in the materials to be produced and shipped. Is it the intention of the NYSED to have CDs created of the Speaking Exemplars?

Answer: No, it is not NYSED’s intention to have the contractor create CDs of the Speaking Exemplars. Bidders are free to propose how the Speaking Exemplars will be provided to local scoring locations as required by this RFP.

- b. If yes, what are the quantities?

Answer: N/A

- c. If no, does the NYSED intend for the Speaking Exemplars to be made available to the local scoring locations using the same audio streaming method used for the Listening Test?

Answer: Bidders are free to propose how the Speaking Exemplars will be provided to local scoring locations as required by this RFP.

10. Program –Section 5.) Submission Documents: It appears that pages 30 and 31 are not included in this section. Are there documents that are omitted in this section or is this a page numbering matter?

Answer: There is an issue with the page numbering. No actual pages are missing from the packet.

FISCAL

11. Fiscal – Cost Proposal, Year 1, Row 7, Column C: This cell is not formatted to display in \$x.xx format. Based on the current formatting, the cell value is not captured in row 38, column C (TOTAL YEAR ONE).

Answer: The noted issue involved the Excel formatting settings, and it did not impact the total. Row 7 was captured in the row 38 total. However, the formatting has been adjusted on the updated documents, so all numbers will look the same.

12. Fiscal – Cost Proposal, Year 1, Row 36, Column C: This cell is protected and will not allow an entry.

Answer: This issue has been addressed in the updated Cost Proposal. Please use this version in submitting the bid.

13. Fiscal – Cost Proposal, Subcontracting, Rows 9 and 10, Columns E and F: Entries in these cells are not presented in the same format as the balance of entries in Columns E and F.

Answer: The noted issue involved the Excel formatting settings, and it did not impact the total. However, the formatting has been adjusted on the updated documents, so all numbers will look the same.