

Questions and Answers Summary

RFP 21-003: Professional Development for Impartial Hearing Officers

Programmatic Questions

1. Is a government entity eligible to bid for the contract?

Yes, a government entity can bid for the contract.

2. Would the State consider awarding only the judicial training portion to a contractor or alternatively consider matching our entity as a subcontractor to a contractor to perform all or part of the judicial training?

No, only one contract is awarded pursuant to this RFP. SED does not have a mechanism for matching contractors and subcontractors and is requesting proposals that include all services.

3. What if any criteria are used to assess the level of relevant Education Law experience for the Project director?

The Project Director must hold the following qualifications:

- a. Is an individual admitted to the practice of law who is in good standing.
 - b. Possesses knowledge of New York State Education laws and regulations; IDEA and the due process proceedings related thereto; and familiarity with judicial/legal misconduct and incompetence, including the New York Code of Professional Responsibility and the New York State Manual for Administrative Law Judges and Hearing Officers.
4. Who determines the actual teaching content for each training and professional development course?

The content is developed in consultation between the contractor and SED.

5. Does the State Office need to review and approve in advance the proposed training and all professional development courses?

Yes, the State Office needs to review and approve in advance the proposed training and all professional development courses.

6. How are the training and course evaluations proposed to be used?

The course evaluations are used to measure the effectiveness of the professional development program and to assess the contractor performance. The course evaluations are also used to plan for future trainings.

7. How if at all is subcontractor performance reviewed?

The post-training evaluations also used to assess subcontractor performance.

M/WBE Questions

8. Can MWBE Firms interested in this RFP be introduced to Prime Bidders that are looking to meet this contract's 30% goal?

SED does not have a mechanism for introducing MWBE firms to all potential prime bidders prior to the receipt of proposals. However, MWBE firms who are interested in serving as a subcontractor may submit their information to mwbe@nysed.gov, so that it will be available for any bidders looking for an MWBE partner.

9. If a MWBE has significant experience with Professional Development in general for the workforce can they be considered for this opportunity?

Bidders must possess the specific experience needed for this project. As stated on page 1 of the RFP, it is expected that bidders have experience providing technical assistance on dispute resolution in special education. The staff assigned to the project must also have the experience and qualifications described in the Mandatory Requirements section of the RFP.