

Question and Answers for RFP# 24-010 Rescore 3-8 Exams

Program

1. Is a requirement to have a physical scoring site or sites or can the work be done remotely with all the proper security?

A: There is no requirement to have a physical scoring site. Bidders should propose a solution to complete the work and meet all security requirements in the RFP.

2. Is it possible to bid for a portion of the work; that is, for example, could we bid to audit/rescore just the science tests?

A: No, each vendor should submit a proposal for all activities required in the RFP.

3. To ensure cost comparability between bids, can NYSED define the number of Science items, per test, to be rescored? The RFP defines a range of 10 –15.

A: Due to the organization of the science tests (i.e., items are developed in clusters), the total number of questions for each test will vary. This is because there will be variation in the number of questions that make up each cluster. Bidders should use the range provided in the RFP to estimate costs.

4. Please confirm that the Sampling line item on the Bid Form Cost Proposal, which is included for Years 2-5 for each subject (ELA/math/science) is missing from the Year 1 cost table (for each subject) such that there should be a line added to the cost sheets (for each subject) stating: "Select a statewide, representative sample of schools testing via computer, in collaboration with NYSED . . . two months prior (March 2024) to test administration."

A: This line item was inadvertently omitted from the Bid Form Cost Proposal. An updated version of that document has been posted. Please use this version in submitting the bid.

5. What is the anticipated cost of this venture?

A: This contract will be awarded based on a best value procurement. Bidders are encouraged to submit bids that are cost effective. There is no predetermined dollar amount for the contract.

6. If this is not a new venture, what was the previous costs for these services?

A: The value of the previous 5-year contract was \$3,958,399.00. The prior contract did not include services related to science and required audit of paper based as well as computer-based responses.

7. What is the anticipated award date for this contract? The RFP indicates that the rescoring audit will be conducted once for each school year 2024-25, 2025-26, and 2026–27, and that the award is for a term of five years (March 1, 2024 to February 28, 2029).

A: An award decision will be made after proposals have been scored and necessary approvals have been obtained. This is expected to be in late fall/winter 2023. The anticipated start date for this contract is March 1, 2024. The contract will be for a five-year term and cover audits for five school years: from 2023-24 through 2027-28.

- a) Can you please clarify the contract terms, and, if the term is for five years, can you elaborate on the Scope of Work that is required after the 2027 audit?

A: The term of this contract is for 5 years, March 1, 2024-February 28, 2029. The scope of work for the subsequent school years is the same as the first three years and detailed in the Cost Proposal document.

NYSED acknowledges that the introduction of the RFP only lists three school years (2024-25, 2025-26, and 2026–27). This was an inadvertent omission, and the contract is for five years as stated elsewhere. The correct school years are 2023-24, 2024-25, 2025-26, 2026-27, and 2027-28.

- b) Can you please clarify the scope for the 2023-24 school year? If the contract begins March 1, 2024, is the awarded vendor expected to conduct the first audit following the Spring 2024 test window?

A: The awarded vendor will conduct the first audit following the Spring 2024 test window. This work will take place consistent with the “Timeline for Required Services” on page 7 of the RFP.

Fiscal

8. Are vendors able to acquire state certifications directly following being awarded this contract?

A. The certifications listed in RFP Section 4. Assurances and on the Submission Documents Package checklist as items 1-13 should be submitted by the bidder with the bid. The additional certifications on items 14-19 can be submitted

following award. However, it is strongly suggested that bidders provide all documentation upfront to minimize delays following award.

9. The RFP and Excel cost forms indicate that we must submit a Years 1-5 Cost Proposal and a 5-Year Budget Summary, but the instructions in the **Submission Documents** indicate we must submit a Bid Form Cost Proposal –Schedule of Deliverables: Years 1-2 and Two-Year Budget Summary.

Can you please clarify how many years' worth of costs you require?

A. The reference on the checklist to a two-year budget was an error. As noted in the RFP, the contract is for five years, and bidders should complete the posted five-year cost proposal.

M/WBE

10. Can NYSED confirm that a bidder can submit a combination of the two percentage requirements to equal the total 30%? For example, could a bidder comply with the M/WBE requirement with a proposal including 30% WBE and 0% MBE over the term of the contract? Or 20% WBE and 10% MBE? Or would a bidder be required to request a partial waiver of the participation goals if it did not meet the breakout of 17% MBE and 13% WBE, even if it did meet the overall goal of 30% MWBE participation?

A. If a bidder proposes 30% WBE and 0% MBE then they would need to apply for a partial waiver for the MBE portion.

11. Can NYSED confirm that bidders do not need to submit the Certification of Good Faith Efforts (Form M/WBE 105) as long as the overall goal of 30% of the total contract amount is met?

A. The Good Faith Efforts Form is not needed if the 30% goal is met.

12. May respondents secure the participation of a M/WBE to provide payroll and human resources services to raters that participate in the rescoring audit?

A. Yes.