



Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Web Site: www.purchasing.ri.gov

9 March 2012

Addendum #1

Letter of Interest # 7449502

Observation Training Videos

Submission deadline: 19 March 2012 @ 2:00 PM (EDT)

- All vendor questions, submitted in accordance with the terms and conditions of this solicitation, are posted, and answered, in this addendum.
- No further questions shall be entertained.
- Interested parties are advised to monitor this website, on a regular basis, for information relating to this solicitation.

A handwritten signature in black ink, appearing to read 'Jerome D. Moynihan', is located below the list of bullet points.

Jerome D. Moynihan, C.P.M., CPPO
Assistant Director for Special Projects

VENDOR A:

The scope of work and the deliverables indicated in this RFP seem to suggest the need for both a video production company that is experienced in filming in a classroom and editing the content into effective professional development training videos and also the need for an educational consulting company that is experienced in developing training, tracking and assessments for teachers and administrators.

It appears that these two types of vendors need to work together to provide the deliverables indicated- is that a correct assumption? **If two vendors are selected, they would need to work together closely and still meet the deadline of June 2012. It is also possible that the vendor would provide a library of videos that was produced elsewhere.**

In order to create a proposal that will encompass the goals of RIDE, it would be necessary to provide more specific information that would include-

1. the number of days of filming in the classroom. **The vendor proposal should include recommendations about this if it is part of the proposal.**
2. the number and locations of the schools to be filmed. **The vendor proposal should include recommendations about this if it is part of the proposal.**
3. the number of finished videos anticipated for each of the years. **The vendor proposal should include recommendations about this if it is part of the proposal. A sufficient number of videos must be included to support an extensive training program that uses video to calibrate evaluators.**
4. the length of the finished videos anticipated. **The vendor proposal should include recommendations about this if it is part of the proposal.**
5. delivery format required for the videos- i.e. web format, DVD format (the RFP seems to indicate tape- does this mean VHS will be the required delivery mode? **Video will need to be available via a web format so it can be incorporated into on-line modules.**
6. Is the delivery timeline correct- award the job April 15, 2012 and create training and complete all filming, editing to deliver finished shows by June, 2012. **Yes. Official work would begin upon issuance of the state purchase order, which we anticipate being on or about April 15, 2012.**
7. The total cost of the budget listed is \$1.25 million. Is that budget to include both video work and education consultant work? **Yes.**
8. Is there an education consulting company already contracted to provide the educational components of this project? **No, but it's unclear what components are specifically referenced by this question.**
9. Is there any possibility of speaking to a RIDE representative to really clarify the language of the RFP? **No. This is the only method to ask questions.**

VENDOR B:

Observation Training Videos LOI #7449502 Questions Submitted 3/5/2012			
Question #	Page(s) #	Section	Question(s)
1	2 RIVIP Certificatio n Form	2.4.2 (a) Apprenticeship	May Offerors assume that this LOI and work contained herein does not qualify as a public works contract and as such is not subject to apprenticeship requirements? Yes.
2	-	General Question	What kind of intellectual property arrangement does the State anticipate regarding anything developed under a resulting contract? This will be determined during the contract development process with the selected vendor. If the vendor has specific requirements, they should be reflected in the proposal.
3	2	General Question	Please confirm that the General Conditions of Purchase, at the following link: http://www.purchasing.ri.gov/RIVIP/publicdocuments/RULES2011/ATTA.pdf , are the same as the General Terms and Conditions Governing State Contracts referenced in the LOI documents; if not can you please provide the referenced contract terms? Yes.
4	4	Scope of the Work	Can the Department please provide additional clarification regarding integration with EPSS? Access to training materials and modules for evaluators should be available through the EPSS platform to avoid the need to log in to multiple systems. Details about how to accomplish this need will be determined as part of the contract process.
5	4	Scope of the Work	Can the Department please provide additional clarification regarding the types of data required for reporting? The Department is interested in reports that provide evaluator accuracy information and completion information primarily. RIDE will work with the selected vendor to determine a final list of data reports needed for the state and for district information.
6	4	Scope of the Work	Does the Department expect both individual reports as well as aggregate reports? The Department or a district may need to know if a particular individual has completed training or has ultimately "passed". Individual reports and aggregate reports would both be important for districts and states.
7	4	Scope of the Work	Can the Department provide example reports expected to be generated from the system? No. This would be part of the work conducted with the vendor.
8	4	Scope of the Work	Does the Department envision Single Sign-on (SSO) as part of the integration solution with EPSS, or will login information be kept separate? EPSS will be part of the SSO.
9	4	Scope of the Work: Task 3	How many teachers does the Department expect will access the orientation modules in the first year of the contract and in each year thereafter? This is to be determined.

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LOI #7449502
Questions Submitted 3/5/2012**

Question #	Page(s) #	Section	Question(s)
10	4	Scope of the Work: Task 3	Does the Department expect all evaluators to be trained together and at the same time initially or will training of evaluators be rolled out over a period of time? If over a period of time, please describe the Department's plans. Face to face training of evaluators will take place primarily in July and August.
11	4	Scope of the Work: Task 3	Does the Department have an expectation regarding the dates on which initial training will begin and end? See above.
12	4	Scope of the Work: Task 3	How many teachers would be using a subset of calibrated video-tapes and orientation materials in 2012, 2013, and 2014? This is to be determined.
13	4	Scope of the Work: Task 3	Can the Department describe its plans for the mode of delivery for initial training (e.g., all online; all in-person; a whole group kick-off meeting, preceded or followed by online; etc.)? Training will occur in person, though on-line training may be possible for observation components. RIDE would consider a mix of the modes of training.
14	5	Project Schedule	Can the Department please clarify what is meant by "calibration assessment?" Evaluators should be tested on their ability to observe practice and score it accurately.
15	5	Project Schedule	Can the Department describe any prerequisites to taking a "calibration assessment?" Pre-requisites would be established with the vendor, though training would be required.
16	5	Project Schedule	How many evaluators will be taking a "calibration assessment" in the first year of the contract and in each year thereafter? All RI evaluators must take the assessment in Year 1. This could be about 700 people or more.
17	5	Scope of the Work: Task 4	Will the Department please provide the annual number of evaluators requiring initial training and certification in 2012, 2013, and 2014? For 2012, we are projecting between 800-1000 individuals. We are not able to predict future years at this point. As districts add more complementary evaluators to the process, numbers could increase.
18	5	Scope of the Work: Task 4	How many evaluators are expected to be recalibrated in the first year of the contract and in each year thereafter? All initial trainees from the first year would need to become part of a recalibration plan. This plan would be determined as part of the contract with the vendor.
19	5	Scope of the Work: Task 4	Will the Department please provide the annual number of evaluators requiring complete certification in 2013 and 2014? We do not have these numbers at this time.
20	5	Scope of the Work	Please provide the number of teachers in Rhode Island schools. There are approximately 11,000 working teachers in RI.

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