

REQUEST FOR PROPOSALS

RFP #SPED-2018-11

iSocial: Pyramid Model Framework Infusion/Implementation in New Hampshire Institutions of Higher Education Teacher Preparation Programs

The deadline for receipt of inquiries was 4:00pm, Friday, November 2, 2018. The Department of Education (**Department**) will address inquiries received by the deadline, in writing. If they are determined to be vital to the competitive bidding process, a written response will be sent no later than five (5) working days after the deadline to all who submitted inquiries.

The following questions were received by the deadline of Friday, November 2, 2018

- Q. When approximately will the contract/grant be awarded? We realize this is dependent on the governor/executive council action; is there a likely timeframe (so we can plan resources)?
- A. Based on typical timelines, we expect the contract to begin approximately four to six months after the applicant is selected.
- Q. The iSocial Pyramid Model of training teachers, students, families and communities about social/emotional positive social/emotional intervention and support has relevance to trainers in the child welfare worker and foster parent training programs provided by NH DHHS and managed by GSC. May GSC invite those trainers to participate in faculty trainings on the iSocial Pyramid Model curriculum if there is no additional cost to either NH DOE or to NH DHHS?
- A. It is anticipated that all trainings will prioritize iSocial participants and will then be opened to others interested in participating based on availability.
- Q. What is Exhibit B mentioned in Attachment A: P-37 Contract on page 2, Section 5? If it is not included in the current package, could you please provide it?
- A. Exhibit B is developed by the NHDOE to accompany the Governor & Council letter. Exhibit B outlines the budget, as submitted by the bidder, for the project.
- Q. Is there a form for the comprehensive budget for each year of the contract that is mentioned in RFP Section 7.1 (g)?
- A. No. It is incumbent upon the applicant to create a budget that reflects the expenses and activities of the project.
- Q. Would a collaborative proposal from more than one IHE or from the PTAN IHE Task Force be acceptable?
- A. Yes. A collaborative proposal will be considered. The applicant must demonstrate that they are able to meet the Service to be Provided (Section 1.0) and Minimum Requirements (Section 4.0) outlined in the RFP.
- Q. Do we need to budget for the travel expenses and conference registration fees to attend annual NTI conferences from the \$30,000 available through the two-year contract, or, will conference fees and expenses be paid from other state resources?
- A. The selected applicant may include travel expenses and conference fees in their budget. These expenses are not being paid from other State resources.

Q. Section 1.13 Support the dissemination project information by delivering sessions at state, region and/or national events as appropriate.

Can you please explain the expectations related to this item? We want to be sure we are able to achieve the commitment that is being asked of us.

A. The applicant would be expected to share project information specific to their work at state, regional and national events as appropriate.

Q. Section 7.1 c Three (3) letters of recommendation....

Can letters of recommendation come from current leaders of the iSocial State Leadership Team, or are they not allowed to write letters?

A. Yes as long as they are not Reviewers of this RFP.

Q. Section 7.1 e Any products that may demonstrate the applicant's level of expertise

Can you give examples of what you are looking for here? Is it advisable to submit products or will the other supporting information be enough?

A. It is at the discretion of the applicant to determine what materials or products are relevant to their application.

Q. 7.6 An original and four (4) identical copies of a formal proposal shall be submitted by 4:00 pm.

Am I correct in assuming that these may be mailed or hand-delivered to the DOE; we may not submit electronic copies?

A. Correct, as per the RFP an original and four (4) identical copies need to be mailed and/or hand-delivered to the NHDOE.