

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
CONCORD, NEW HAMPSHIRE 03301

DATE OF CHANGE: 3/31/22

ADDENDUM #1 – RFP 2022-DOE-OAA-DAAL Coaches-03

DATE OF BID CLOSING: 4/8/22

TIME OF BID CLOSING: 4:00 PM

FOR: Data Analysis and Assessment Literacy Coaches Services

CLARIFICATIONS:

Question 1: Will the virtual training materials and resources be housed in the iLearn LMS that New Hampshire currently uses? If not, will the vendor be asked to set up a separate LMS?

Answer: NH does not use iLearn. The training materials would be housed on the Canvas Learning Management System, Vendor Website, and/or DOE Website.

Question 2: Do you have any guidance on the number of districts that might participate in the coaching? Will it be mandatory?

Answer: We do not have guidance on how many districts would participate. Districts are not required to participate.

Question 3: If the number of districts is larger and we proposed a cohort model, would there be space available for the cohorts to meet, or would this be provided by the vendor?

Answer: Provided by the vendor.

Question 4: Will the pre-determined stipend mentioned in Absolute Priority #3 be provided by NHDOE or by the vendor?

Answer: Provided by the vendor.

Question 5: The RFP outlines the requirements and expectations for the coaching roles. What is the state's expectation of the number of coaches to accommodate the large number of schools and school professionals receiving training and support? Does the state anticipate that a coach will be dedicated to a group of schools?

Answer: The vendor should have an appropriate number of coaches to serve the schools/districts that will participate.

Question 6: What tools are being utilized for progress monitoring? Is the state routinely collecting data?

Answer: The NHSAS Modularity and Interims. The state is able to immediately collect data on results.

Question 7: Absolute Priority #3: The Vendor must have in place a system for registering trainees, tracking teacher participation and achievement of learning outcomes, and **paying teachers a pre-determined stipend** for some designated training sessions if needed. Vendor will share participant data with NHDOE.

Should these stipends be included in the proposal budget?
Is there any amount or direction on the size of stipends based upon the hour or type of training?

Answer: Yes, stipends should be included in the proposal budget.
The range of \$25-30 per hour is average.

Question 8: Can we use conference room space at the NH DOE for trainings?

Answer: There is some space available for the trainings, but it is limited.

Question 9: Vendor Deliverables (page 7): "Providing one person who will be responsible for all activities required to fulfill said contract and who will be vested with the authority to make decisions and commitments on behalf of the contracted party during the contractual period"

To confirm, you want one primary project manager, but the delivery of services can and should include multiple trainers providing the required expertise to meet the scope of support - correct?

Answer: Yes

AGENCY CONTACT: Ellie Riel
E:Mail: Eleanor.M.Riel@doe.nh.gov

NOTE: ALL CHANGES TO BID SOLICITATION NOTED IN ADDENDUMS WILL SUPERSEDE PREVIOUSLY SUBMITTED DOCUMENTS AND MUST BE SUBMITTED WITH THE BID. ALL OTHER SPECIFICATIONS REMAIN UNCHANGED AND VALID.

BIDDER _____ ADDRESS _____

BY _____
(this document must be signed)

_____ TEL. NO. _____
(please type or print name)

Please visit: <https://das.nh.gov/purchasing/vendorresources.aspx> (click on "Bid and Proposals") for complete bid and addendums.