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State Responses to Vendor Inquiries on
BAE-RFP-2022-002 Adult Education – Strategic Planning Project

Section	Vendor Inquiry	State Response
General	Whether companies from Outside USA can apply for this? (like, from India or Canada) Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	There is no restriction on companies outside of the USA applying or providing services, however, they do need to meet the requirements of the RFP including the required documentation for contracting in Appendix G.
General	How many students annually do the Adult Education programs referenced in the RFP work with each year? This information will be important to assist us in constructing the fee structure.	Adult education programs serve approximately 4,000 students in the AEL program, 2,000 in the ADP program and an additional 1,000 through the HiSET Testing Program.
General	Do you have a budget for this work? Is there a budget and/or a range?	No, there is not a specific budget. The proposal should include a reasonable cost for the required elements.
General	What firm created the most recent strategic plan?	The Bureau of Adult Education does not have a previous strategic plan, however a similar multi-day planning session was held in the summer of 2019 with American Institutes for Research as the facilitator.
Section 2	Are those 21 AEL and ADP programs the same programs? i.e., do your funded programs do both?	There are some centers that only offer AEL programs, some that only offer ADP programs and some that offer both. There is a total of 37 centers.
Section 3A	Whether we need to come over there for meetings? Do you require in-person meetings?	Section 3A requires the facilitation of a multi-day, in-person workshop. Planning meetings may be conducted remotely.
Section 3A	Has a list of stakeholders for the multi-day	No. The proposal should include

	workshop already been identified? If so, how many individuals are expected to participate?	all costs for providing a multi-day, in-person workshop for up to 25 people, with the exception noted in Section 5F.
Section 3A	Beyond the stakeholder engagement data collected, are there quantitative data the vendor is expected to analyze as part of this work? (i.e. existing data collected on Adult Ed participants, etc.) If so, please describe the data.	Yes, the State will provide annual data collected through the National Reporting System as well as quarterly data reports. Other data that is determine useful for the purposes of the strategic plan will be provided upon the successful Vendor's request.
Section 4A	Can we submit the proposals via email?	Yes.
Section 8.C	Given that G & C approval would likely not be until May, there is an extension clause in Section 8.C, is it viable to extend the project completion date past September 30, 2022?	The State has the option to extend the contract past September 30, 2022 and may do so if, in consultation with the Vendor, additional time will be needed.