

**Assessing and Evaluating the Statewide Delivery Model for
NH Career & Technical Education
RFP2019-BCD-2019-001
Questions and Answers**

Funds

Q: Could the Department of Education provide any information on the amount of funds available for the award, e.g., a range of possible funding amounts, or the upper limit? This would be helpful particularly in estimating the number of site visits that could be undertaken.

A: The Department of Education has chosen to leave the amount of possible funds unreported. Applicants can provide multiple cost budgets reflecting various numbers of site visits. It would not be a requirement to visit all CTE centers in the state, as many operate on similar models. A representative sample can be provided. In addition, it can be arranged for the consultant to attend one (or more) of the monthly meetings of all CTE site directors.

Q: The solicitation states, “The following formula will be used to assign points for cost.” There is no formula given in the solicitation. Please provide the formula or let offerors know the formula was intentionally omitted.

A: The line “The following formula will be used to assign points for cost” was inadvertently included in this RFP. Please disregard.

Q: Section 8.B, p. 10: The RFP states, “The Agency will require the successful bidder to execute a Not to Exceed Contract using the Standard Terms and Conditions of the State of New Hampshire which is attached as Appendix A...To the extent that a Proposer believes that exceptions to the standard form contract will be necessary for the Proposer to enter into the Agreement, the Proposer should note those issues during the Proposer Inquiry Period.”

A: Attachment A (P-37 Agreement/General Provisions) www.education.nh.gov/rfp/documents/p-37.docx

General / RFP

Q: The Criteria for Evaluation and Scoring section of the RFP indicates that up to 30 points will be awarded for the ‘Solution Proposed’. Is the intention that the prospective Contractor suggest potential solutions in the initial proposal? Relatedly, we also note that the Executive Summary section of the RFP indicates that the state-wide plan should include “a minimum of three scenarios to structure programs and education sites that will increase access and improve equity”; are these three scenarios to be presented as part of the key project deliverable (the state-wide plan), or should they be presented as components of the ‘Solution Proposed’ in the initial proposal?

A: The evaluation of the “solution proposed” will be based on the proposer’s ability to describe their innovation in looking at the issue from a unique perspective.

The minimum of three scenarios is expected as part of the final deliverable.

Q: Will proposers receive feedback on submitted proposals, including feedback specific to the standards and criteria listed in the RFP Section 6A?

A: Please see section 6E of the RFP.

Q: In Section 5, are names and contact information for references sufficient?

A: Yes

Q: Is there an incumbent or other partner that NH has worked with in a same or similar capacity on defining, assessing and/or evaluating the NH CTE delivery model?

A: No.

Q: If we wish to submit a hard copy of the proposal, what is the physical address to mail it to?

A: Email submission is preferred, however, hard copy may be submitted to:
Eric Frauwirth
NH Department of Education
Bureau of Career Development
21 S. Fruit St., Suite 20
Concord, NH 03301

Regardless of method, proposal must be received by 2:30pm on October 28, 2019

High Schools / CTE Centers / Delivery

Q: Are any of the 28 secondary regional CTE centers implemented with a similar model or should all 28 CTE centers be evaluated independently?

A: It would not be a requirement to visit all CTE centers in the state, as many operate on similar models. A representative sample can be provided. In addition, it can be arranged for the consultant to attend one (or more) of the monthly meetings of all CTE site directors.

Q: How many high schools presently send students to CTE centers and sub-centers?

A: This is a listing of the Career & Technical Centers as well as an embedded link to a list of the sending schools for each center. https://www.education.nh.gov/career/career/cate_links.htm#centers

Q: Are the CTE programs offered within high schools different areas of specialization than those offered at centers? Is there overlap?

A: Programs offered at comprehensive high schools are of similar specializations to those at centers, although not always in the same region of the state.

Q: What is the total number of high schools that make up a representative sampling of the CTE secondary schools? Sending schools?

A: Determining a representative sampling will occur in consultation with the selected consultant based on desired characteristics of the sample.

Q: Proportionately speaking, what is the current CTE enrollment in high schools vs. centers?

A: There are approximately 41,000 students enrolled in grades 10-12 (the grades currently permitted to attend CTE centers), of which, approximately 9,000 attend. The addition of grade 10 occurred in 2018.

Q: Will NHDOE provide the Contractor with access to data (such as student enrollment data, program participation data, and relevant student demographic data) as needed to support needs assessment and analysis?

A: Yes. Data which may not be publicly available will also be made available to the contractor as needed.

Q: Is there a document that includes specific information about the delivery model?

A: In the current delivery model, students participate in general education classes at their sending schools, and then travel to the CTE centers for part of each day (ranges from 90 minutes to 3 hours) to attend CTE-specific classes.

Perkins

Q: Please provide offerors with a copy of the current New Hampshire Career and Technical Education State Plan for use in preparing responses.

A: New Hampshire is currently working under a one-year transition plan (due to a change in Federal Law). <https://www.education.nh.gov/career/career/perkins-v.htm>

Q: Is there a vendor who is currently responsible for managing Perkins V accountability requirements, or is this function performed within NH DOE?

A: Perkins accountability is performed within NH DOE

Staff

Q: What percentage of NHDOE/Bureau of Career Development staff time will be dedicated to collaborating with the Contractor on this project?

A: Bureau staff will be available to collaborate with the contractor on a mutually agreed upon schedule.

Q: Will the Contractor have access to senior level NH education department staff to discuss any statewide policy concerns as it relates to developing a strategic plan for the state?

A: Yes.

Stakeholders

Q: Does the second bullet (page3)—“Facilitate stakeholder meetings”—refer the first bullet on page 2 (what ought to take place during the site visits to centers and high schools)?

A: Stakeholder meetings could occur in conjunction with site visits, or could be held at other times, either in-person, or virtually. DOE will assist in identifying space for meetings.

Q: Will BCD and DOE assist the chosen vendor in accessing key respondents in the high schools and CTE centers as well as other stakeholders?

A: Yes.

Q: Is there currently an established state-level CTE, Perkins, and/or similar advisory group in existence that provides support to NHDOE and would play a role as key stakeholder?

A: Yes, there is a legislated advisory committee for CTE which holds monthly public meetings. The contractor may attend meetings and/or meet with the committee separately.

Timeline

Q.: The RFP states that the contract would be for a year (and potentially renewable). It also states that the Contractor will develop a plan to submit to the Commissioner of Education by May 1, 2020, meaning that the site visits and other research would need to be completed by April 1 or thereabouts. Is there any flexibility with this timeline?

A: If an applicant is requesting flexibility with the timeline, that should be included in the proposal with a justification. The intent for the May 1 submission was to then allow the following five to six months for the consultant to work with the Department and local school districts on developing next steps.

Q: The contract negotiation is slated to begin on 11/11/19. Is this also the expected project start date? If not, please specify the expected project start date.

A: The project will begin upon completion of the negotiations and approval of Governor and Executive Council.