

Agency Responses to Vendor Inquiries for RFP 2023-01-NHED-BAA

1. Do the 3 references in Section 8 need to provide a written piece up front as part of the proposal or do they simply need to be able to attest to vendor abilities if/when called upon?

The Vendor shall provide, at a minimum, the names and qualifications of three references as part of the proposal. The vendor may provide additional attestations from the references at their discretion.

2. Is the legacy BI system still running and viewable? If yes, could interested respondents please provide guest access or alternatively a short demonstration video to assess more precisely what is required to reproduce and improve upon the legacy system?

The legacy system is not running and therefore is not viewable.

3. Can we have access to an anonymized sample of datasets currently being used and/or ones used in the past that would need to be maintained?

There is not an anonymized sample available to share for this project.

4. Can NHED please itemize more specifically the core requirements for the replacement platform to achieve “similar services” as the Performance Plus system. E.g., are there specific technical requirements and compatibility considerations for the new software?

The core requirements for the platform include the following:

- *Data platform that can display student assessment information for a variety of different assessments at a student-specific level.*
- *Viewable reports by sub-group, classroom, school, district, and State*
- *Different levels of secure user access and permissions (i.e. teacher, superintendent, state user, etc.)*
- *Allowability of local assessment data uploads and associated viewable reports*

5. Does the NHED have any existing systems or technologies that the new system needs to integrate with or complement?

The new system will need to have the capability to receive assessment data from the Agencies data warehouse.

6. Are there any constraints or preferences regarding the technology stack or deployment options?



No

7. How are third-party local assessment data from schools and third-party vendors digested today?

Local assessment data is currently digested through platforms provided individually by each third-party vendor.

8. How often are project meetings expected, and what is the preferred format (remote or in-person)?

Project meetings will be determined by the scope of the proposal. There is no preferred format.

9. What are the requirements for training end-users (school districts, administrators, teachers) to effectively use the data system?

The proposal should include initial training, by the vendor, for key individuals at the local and state level. Subsequent training will be conducted by state staff on an on-going basis after the first year roll-out.

10. Is there a need for user documentation or training materials to be provided by the vendor?

Yes

11. How does NHED manage user access rights today (e.g., central access administrator, automated single sign-on, etc.)?

There is a single sign-on system, myNHDOE, that currently exists for user permissions and data access.

12. Besides state assessment data, are there other specific data sources or types of data (e.g. attendance data) that the portal should integrate or display?

This is not a requirement of this system.

13. Can you provide additional details regarding expectations for professional references (e.g., timespan of reference)?

There are no additional expectations of references beyond the ability to speak to the professional qualifications of the vendor.

14. Is the Pricing Proposal the ONLY section that should be separated or should references and attachments also be separated?

The Pricing Proposal is the only section that must be separated.

15. What is the preferred method of saving and submitting Form P-37?



The Form P-37 does not need to be submitted until contract negotiations begin.

16. Which blocks (of the P-37) should be completed by the vendor?

The P-37 is negotiated during contract negotiations. It does not need to be filled out with the proposal.

17. What is the expected number of distinct sites and users for the system?

New Hampshire has approximately 487 schools and/or programs with related assessment data, organized under a set of school districts. Each school could have anywhere between 10 and 200 users of the system, depending on the size of the school.

18. Please provide more details on your vision of a secure log-in.

Each user must have their own distinct log-in and access only to the student data they are allowed to have access to by state and federal law.

19. Who will be responsible for ensuring that users have access (i.e. approval of accounts, password reset, etc.)?

There should be state-level permissions allowing Agency staff to provide access, as well as district-level users that can provide access to staff within a school district.

20. What specific types of data will be included in the state assessment reports?

Scale scores, proficiency levels, sub-scores, and sub-category performance information will be included in state assessment reports.

21. Are there any additional data points or metrics that need to be considered?

The ability to also display student growth metrics.

22. What level of ongoing technical support will be required?

This will be dependent upon the solution proposed.

23. Are there specific SLA and hours of support required for this contract?

No

24. What is the budget range or constraints for this project?

A budget has not been set for this project.

25. Are there any licensing fees or other costs we should consider when submitting our price?

No

26. What is the expected project timeline?

The data portal should be in place for a roll-out in the spring of 2024 for a full implementation in school year 2024-2025.



27. Will there be a transition phase?

The legacy data portal has already sunset, so there will not be a transition phase prior to full implementation.

28. What is the target date for users to begin logging in?

Spring 2024

29. What is the estimated number of user licenses required?

See answer to question 17.

30. Are all licenses used on the same domain?

That may depend upon the solution proposed

31. How will the price proposals be handled in relation to the preliminary technical review?

Price proposals will not be considered until after the technical review has been completed.

32. Will they (price proposals) only be evaluated if the technical proposals meet the 65 Points threshold?

Yes

33. Is the NHED currently working with a vendor for this solution?

No

34. If yes, please provide the name of the vendor.

Not applicable

35. Please provide more details on the demo for Vendor Demonstration at the Department of Education.

If selected, vendors will be invited to provide a demonstration of their product or potential solution. More details will be provided to selected vendors at that stage.

36. Is the Vendor Demo for any project of similar nature or specific to NHED.

The Vendor Demo should provide a demonstration of the vendor's ability to meet the requirements of the RFP.

37. If specific to NHED, will some sample data be provided?

The Vendor Demo does not need to use sample NH data.

38. Are there any page limitations or font size requirements for the response submission of the Technical Proposal?

No



39. Are you currently storing the data on SharePoint, MS Teams, a data warehouse, or another platform?

The data is currently stored in a data warehouse managed by the State Agency.

40. Will there be a requirement to store PII?

The Vendor will be required to report and display information (through a secure portal) that may include PII, such as student name and date of birth.

41. If there is PII data, where is that data currently being stored?

The data is stored in the State Agency data warehouse.

42. Can you provide a rubric for how points in the categories will be distributed?

No

43. What are the different data types and formats of the state or local assessment data that will be integrated into the data portal?

The data includes limited student demographic information, assessment ID, assessment scores, and a variety of assessment sub-scores.

44. How do you rate the quality of the state or local assessment data?

The State does not rank or rate the quality of the data.

45. Do any of the existing data systems reside in a cloud environment (Azure, AWS, GCP, etc.), or are they all on-premise?

The data systems are contained on servers controlled by the State

46. Are there any secondary or supplementary data sources that might be relevant?

Local school districts may have additional data sources that are local and specific to the district

47. Can you provide the data volume sizes for existing databases uncompressed as compression ratios and algorithms vary across technologies?

The approximate size of the current backup data file is 480 GB, however the expectation is that there will be additional files beyond this current backup, so the size will likely be larger.

48. What is the expected source-wise data growth rate in terms of % on a yearly basis?

The data stays relatively consistent from year to year

49. Is there a need to load historical data to the portal/platform? if so please mention the period for which the history data load needs to be considered.

Historical data may be requested to be loaded on to the platform, with at least five years of historical data included.

50. What is the current technology stack used by the State?

Microsoft SQL Server and .Net

51. Is there any cloud infrastructure in place? Does the State have a preference for a cloud architecture to host the data portal/platform?

No

52. Could you please share the types of reports the Agency utilizes for analysis and provide their specifics if available?

Data reports will be customized based upon the resulting platform that is used and the contract that is negotiated.

53. Does there exist any established reporting mechanism for conducting analysis, such as the use of Excel charts or other similar tools?

Reports will need to be generated within the data platform.

54. Is it the State's anticipation that pre-established reporting templates will be included as part of the Data Portal?

The State will negotiate with the vendor the types of reports that will be generated by the data platform. Reporting templates should be included with any proposal or demonstrating by vendor.

55. Is it the State's expectation that the Data Portal will incorporate self-service reporting models to facilitate ad-hoc or customized reporting?

Yes

56. Does the State's existing data systems include any pre-existing APIs to enable *integration with other educational systems or third-party applications*?

No

- 57.** Is the State seeking a commercially available off-the-shelf (COTS) product/solution or a custom-built solution?

The vendor should be prepared to offer one or the other solution, based upon vendors qualifications, as a response to the RFP.

- 58.** Does the State possess the necessary documentation outlining the current systems and business processes?

The State has business rules documenting data collection and data validation processes and procedures.

- 59.** How many environments are present in the current system?

There are two environments, test and production

- 60.** Is the State using any version-controlling tool in the current system?

Yes

- 61.** Does the State expect the vendor to deploy any on-site resources to complete any tasks in the project?

This may be necessary based upon the proposal and necessary requirements.

- 62.** Can we utilize a hybrid resource model (on-site, remote, off-shore) to accomplish the project?

Resources must be provided domestically, but can be through a combination of on-site and remote options.

- 63.** Is there any preference for a development framework such as Agile/Scrum?

The Agency uses JIRA and a Scrum development framework

- 64.** Is it the State's expectation that the Data Portal will adhere to WCAG accessibility standards and be compliant with the Americans with Disabilities Act (ADA)?

This should be presented with the proposal.

65. Could the State kindly consider granting an extension for the due date?

No

66. Could the State please clarify if is it mandatory to complete and provide Appendix A – Form P-37 and Standard Contract Terms alongside the proposal response?

This will be negotiated with the vendor upon selection.

67. Could the State please provide clarification regarding the permissibility of engaging a subcontractor in this project?

Sub-contracting may be allowable and negotiated as part of the contract

68. Does the State accept remote resources to work on the project?

This would be provided based upon the needs of the project.

69. Does the State prefer on-site resources to execute the project?

This will be negotiated with the vendor upon selection.

70. Could the State please clarify if is it allowed to use digital signatures?

Yes

71. Does the State require wet ink signatures?

Depending upon the requirements of the contract, digital or wet ink signatures may be required.

72. Is there an overall page limit for proposals?

No

73. Could the State please clarify if is it required to provide the Good Standing Certificate alongside the proposal response?

It is not required with the proposal.



74. Is there any incumbent associated with this project? If so, please disclose the name.

The previous data portal was provided by Power School. That contract has now ended.

75. Is it required to provide the Certificate of Insurance alongside the proposal response?

No

76. If the resources we provide at the time of proposal submission are not available at the time of a potential contract award could we replace them with equally qualified resources?

The proposal must be a demonstration of the actual resources that a vendor can provide at the time of contract.

77. Is it allowed to provide commercial references?

Three references are required as part of the proposal

78. If we are using a subcontractor, can we provide the subcontractor references?

See question 77.

79. Could the State please clarify if it is allowed to fill the forms electronically?

Forms may be filled electronically.

80. Could the State please clarify if there is a mandatory set-aside goal for this project?

There is not.

81. Does the State have a mandatory participation goal for DVBE/SBE/MBE/LBE/MWBE?

No

82. If we are using a subcontractor, can the subcontractor meet the DVBE/SBE/MBE/LBE/MWBE participation?

See question 82

83. Will the State have preferences for a vendor that is certified as DVBE/SBE/MBE/LBE/MWBE?

The state will score proposals based upon the criteria described in the RFP

84. How many vendors is the State looking to award?

A single vendor will be selected

85. What is the suggested font size and type for the proposal?

There is no suggested font size or type

86. Is it allowed to use a subcontractor for 100% of the completion of this project?

This would be negotiated with the selected vendor.

87. Could the State please clarify if the pricing is required to be provided separately from the proposal response?

Please see the price proposal requirements in the RFP.

88. Could the State please clarify if is it required to provide resumes of our proposed key personnel? If yes, is there a page limit for resumes?

Please see the requirements for submission in the RFP.

89. Could the State please clarify if there is a specific format for the pricing?

There is not a specific format for the pricing.

90. What is the estimated budget for this entire project?

The state has not released an estimated budget for this project.

91. Could the State please clarify if is it mandatory to have education experience for this project?

It is not mandatory to have education experience for this project.

92. Do you expect this to be a product offering (COTS), or can it be a solution that we build specifically for you?

The project could be accomplished through either method.

93. What are your current pain points with the existing system?

The State needs a secure, user-friendly data portal that includes assessment data from a wide variety of sources in a single place.

94. Is the incumbent vendor eligible to participate in this bid process?

Yes

95. Can you please provide estimates of the size of the data and/or the number of records associated with each data source?

The primary state assessment data file will have between 4 and 8 million records associated with it, per year. Additional assessment data files are smaller (due to smaller population sizes associated with each of the other assessment types).

96. Will the data be provided in a final clean format, or will the vendor be responsible for the data cleaning/file formatting?

All data is cleaned by the State agency and housed in the data warehouse managed by the State. It will be provided to the vendor in a clean format with any necessary formatting applied.

97. Do you have any preferences in terms of technology?

No

98. How many users will be interacting with the system? Can you specify their roles?

There are almost 500 schools in the state, with staffing between 15 and 200 individuals per school. Roles will include teacher, principal, district coordinator, superintendent, and state user.

99. Please provide the expected number of concurrent users accessing the portal.

The state does not have an expected number at this time.

100. Do you expect any of the portal functionality or features to be accessed by the public?

No

101. What are all the reporting formats that you would like to see?

Student data must be reported out at a sub-group, classroom, school, district, and state level.

102. Is the project funded? Do you have any not-to-exceed budget for this project?

The project is funded. There is no set budget at this time.

103. Do we need to allocate full-time onsite resources to your office to accomplish the project?

That depends upon the solution provided.

104. From the project kick-off, when do you expect the portal to go live? Please specify in months.

Within 6-8 months

105. What is the anticipated project start date and end date?

The project will begin in early Spring 2024 and be ready for deployment during the 2024-2025 school year.

106. What is the expected funding source and amount?

The source of funding has not been determined yet but may be a combination of General Funds and Federal Funds. There is no estimated total budget amount.

107. Should the vendor create a Price Proposal or will the Agency be providing one?

The Vendor should submit a Price Proposal, separate from the Technical Proposal, as noted in the RFP.

108. When will the State Assessment Data Portal Platform be available for use by the districts? Spring 2024 or the following fall 2024 for the 2024-2025 school year?

The data platform should be available for use by districts in the Fall of 2024.

- 109.** As noted on page 1, the resulting contract will be for the term of 5 years from the date of approval of the Governor and Executive Council. What is the anticipated date of the beginning of the contact term?

The anticipated date for the beginning of the contract term is Spring 2024.

- 110.** Does the State accept the following exception to Section 10 of Form P-37?
- 10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.
- 10.3 All pre-existing intellectual property and proprietary information belonging to the Contractor that may be used in the performance of work under this Agreement will remain the exclusive property of the Contractor.
- 10.4 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91-A and/or other applicable law. Disclosure requires prior written approval of the State.

All exceptions to the P-37 are negotiated between the State and the Vendor upon selection of successful bid and are made during the contract negotiations.

- 111.** Does the State accept the following exception in Section 4 of Form P-37?
- In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. If, however, funding or appropriation for this Agreement is reduced, modified, or terminated, payment may not be withheld for work that has already been performed prior to notification to Contractor of such reduction, modification, or termination.

All exceptions to the P-37 are negotiated between the State and the Vendor upon selection of successful bid and are made during the contract negotiations.

- 112.** Will integration between the Student Assessment Data Portal Platform and any other statewide assessment portal need to occur. If so, can you please provide details regarding the technical mechanics of the desired integration?

The data for the Platform is stored in the data warehouse and will be made available to the vendor upon selection. There is no other state assessment portal planned for integration with this portal at this time.

- 113.** Can you please define the "reporting category" and "standard cluster" in the context of this RFP?

Reporting Category and Standard Cluster are different terms for sub-score reporting on different state assessment systems.

- 114.** Can you provide any additional information or resources to understand the assessment data available for use in the tool, including the data elements available? For example, are separate scores available for an assessment, reporting categories within those assessments, and standard clusters within those reporting categories? Are scale scores or other scores available for the overall assessment, a reporting category, and a standards cluster, and is there a categorization of each result, such as a performance level or other categorical indicator?

It depends upon the specific assessment data file. There is a scale score available for each assessment, and then a set of sub-scores available for each sub-category that is available to be reported out on. For each of the sub-scores and the overall scale score, there are categorical indicators as well that will need to be reported. Some categorical indicators are similar (e.g. approaching proficient versus nearing proficient).

- 115.** Is there an expectation for how many years of data would initially be included? Is the expectation that the data would be updated annually or with a different frequency?

There is an expectation that up to 5 years may be initially included. Moving forward, data would be updated annually for each assessment type, based upon the time the State receives the data file from the assessment vendor and processes the data into the data warehouse using state business rules.

- 116.** Does the system must display state growth measures, or will the Department of Education accept a similar or an alternate growth model?

The state uses Student Growth Percentiles (SGP's) and would like the capability to display SGP's, if possible.

- 117.** Do “growth measures” include those calculated for districts, schools, and teachers by assessment? If there are growth measures for additional entities, what are those entities? If growth measures include those calculated for teachers, does the Department of Education capture student-teacher linkage or roster data?

See question 116. SGP's are calculated for students and are used in both the NH SAS and the ACCESS assessment.

- 118.** Is it possible for the vendor to receive data from third-party vendors directly from the Department of Education?

Only if the third-party vendor has a contractual relationship with the Department for this purpose.

- 119.** Please provide the number of unique tested students by grade for state assessments and 3rd-party vendor assessments.

There are approximately 12,000 students required to test per grade. The state does not have information on the number of students taking third-party assessments.

- 120.** Can you clarify whether this (6.A.) refers to the vendor pulling data or the other educational systems/applications pulling data from the vendor's application?

This refers to the vendor having API's to pull data from other applications that may be in use by local school districts, such as an SIS or a formative assessment platform.

121. What is the budget for this project?

There is no set budget for this project.

122. For pricing purposes, can you please provide the assessment programs along with an estimate of the number of students (total or by grade) tested for each program?

New Hampshire uses NH SAS (approximately 12,000 students per grade, math and ELA are tested in grades 3-8, science is tested in grades 5, 8, and 11), SAT (approximately 11,000 Juniors tested), ACCESS (approximately 5,000 students tested) and DLM (approximately 600 students tested). The State does not have current numbers for local formative assessments.

123. Regarding the requirement to support non-state assessment data, are there other assessments other than the two mentioned on page 3 of the RFP (NWEA and iReady) the selected vendor should plan to support?

There are likely other local assessments that are used, provided by vendors other than the two mentioned above. This will need to be determined through a local needs survey.

124. How many LEAs does New Hampshire Department of Education support?

New Hampshire has approximately 487 schools, organized by district.

125. Is the expectation that the Student Information System data will be pulled from each LEA or a central data warehouse or equivalent?

Student information and related demographics will be pulled from a central data warehouse managed by the Department.

126. Is the expectation that the assessment data will be pulled from each LEA or a central data warehouse or equivalent?

State assessment data will be pulled from a central data warehouse managed by the Department.

127. Are there any other data sources that will need to be imported into the new solution?



Any local formative assessment data, to the extent that it is available, would be pulled directly from the LEA, or a solution for allowing LEA's to upload local formative assessment data will be provided.

128. Does the district data reside in a central PowerSchool database or does each district have their own PowerSchool database?

The state assessment data resides in a data warehouse controlled and managed by the Department.

129. How many districts and approximately how many students will be engaged with the portal?

There are 197 school districts, serving over 450 schools in the state. Various staff members at each school will need user permissions for the data portal. Student's will not access the data portal as there is a different portal already servicing students and their families.

130. What systems will require integration with the assessment data portal platform?

The data portal platform will need to be able to receive very large data files from the state, stored in the state's data warehouse.

131. What SIS is being used currently? Is there a master SIS across the state?

The state has a contract with Alma to provide a statewide SIS. It is not mandatory that schools and/or districts adopt this SIS, but they must use it to upload student data submissions to the state directly, starting in school year 2024-2025.

132. What API or data export does your current SIS currently offer? What API or data export is desired for the new platform?

The data portal platform will be a separate platform from the SIS and will receive data from the state's data warehouse. However, the vendor should be prepared to discuss a variety of potential API solutions for other platforms.

133. What state statutes and policies does the requirement in 2.B.d refer to?



The Vendor must follow all required state statutes and policies relative to student data privacy. This includes, but is not limited to, RSA 189:65-68, RSA 193:C, RSA 193:H, and any other student data privacy requirements contained within the final contract.

134. What is NHED’s interest in seeing other key indicators next to assessment information such as academics, attendance, behavior data?

The vendor may propose additional indicators as part of the system, however districts have SIS systems in place already that measure other key metrics that are not a part of this RFP.

135. What is the anticipated budget for this program?

The state has not set a budget for this program.

136. Who are the primary users of the State Assessment Data Portal Platform? What are their roles?

The primary users of the data portal platform is anticipated to be school support staff, school specialists, teachers, building administrators, district administrators, and superintendents.