|  |  |  |
| --- | --- | --- |
| Oklahoma Pinwheel Logo |  | Amendment of Solicitation |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date of Issuance:** | | | 1 Apr 2021 | | | **Solicitation No.** | | | | | | | 2650000385 | | | | | | | | |
| **Requisition No.** | | | 2650009680 | | | **Amendment No.** | | | | | | | | One (1) | | | | | | | | |
| Hour and date specified for receipt of offers is changed: | | | | | | | No | | | Yes, to: | | |  | | |  | | |  | CST | | |
| Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.  Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:  (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,  (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email. | | | | | | | | | | | | | | | | | | | | |
| **ISSUED FROM:** | | | | | | | | | | | | | | | | | | | | | |
|  | Cinnamon Alexander, CPO | | |  | 1.405.365.2581 | | | |  | | [Cinnamon.alexander@omes.ok.gov](mailto:Cinnamon.alexander@omes.ok.gov) | | | | | | |
|  | Contracting Officer | | |  | Phone Number | | |  | | | | E-Mail Address | | |
|  |  | | |  | | | | | | | | | | | | | | | | | |
|  | **RETURN TO:** | [OMESCPeBID@omes.ok.gov](mailto:OMESCPeBID@omes.ok.gov) | | | | | | | | | | | | | | |
|  |  | | |  | | | | | | | | | | | | | | | | | |
| **Description of Amendment:** | | | | | | | | | | | | | | | | | | | | | |
| a. This is to incorporate the following: | | | | | | | | | | | | | | | | | | | | | | |
| WIKI Questions have been answered and posted:   1. How many hours do you anticipate each in-person or virtual session (referenced in Attachment A section 2.1.2) to last? In-person sessions are two full days a month. Virtual sessions are three consecutive days a month for 4 hours each day. 2. **Do you anticipate requiring onsite administrative support during the in-person sessions or technical/producer support during the virtual sessions (referenced in Attachment A section 2.1.2)?** ​On-site support during the sessions will not be required. A producer for virtual sessions will not be required from the vendor.    1. **If so, where will the in-person training sessions be held?** N/A    2. **If that is to be determined, how should we estimate travel expenses?** N/A 3. **What technology (e.g., Zoom, WebEx) will be used for virtual training sessions (referenced in Attachment A section 2.1.2)?** ​Zoom will be utilized for the virtual training sessions.    1. **Do you need the contractor to supply that technology?** No, the vendor does not need to provide access to Zoom. 4. **Should we plan to provide monthly curriculum-specific professional development (mentioned in Attachment A section 2.3.1) to OSED facilitators?** ​Training can be conducted prior to the OSDE facilitators utilizing the curriculum instead of monthly facilitator training. Updates to the curriculum should be made available to the facilitators as they come available.    1. **Can that be done virtually?** Yes, facilitator training can be conducted virtually. 5. **When evaluating the responses using best value criteria listed in the Bidder Instructions, section 8.1B, do all criteria weigh equally? If not, please explain.** The criteria weights are provided in the Scoring Template document of the RFP. 6. **What data do you get at the district level and state level for standardized tests?** Student-specific data is not utilized in this training.    1. **Do you have a data collection site or software already? If so, what is it?** N/A    2. **Are you doing campus-based assessments?** N/A 7. **What measurements are already in place to identify leaders in the district?** ​Local superintendents select leaders from their districts.   **In relation to Attachment A and the Exhibit Two FAQ answer to question 9, the curriculum is to be designed specifically for this program. How much detail about the curriculum is expected in the bid submission or is a complete curriculum expected by the bid deadline?** The curriculum will need to be fully detailed by the time of the bid and available for delivery in June.   1. **Under Required Bid Structure, 8.1.E: “pricing shall be proposed as a single total firm, fixed cost and include all information concerning fees, other costs and any other information relevant to the total cost. There will be approximately 25 Curriculum Sets requested annually.” Exhibit Two FAQ also references “approximately 25 participants.” How many OSDE facilitators and/or team leads will we be training in the first year and after, and will they need additional curriculum sets?** Approximately 16 OSDE facilitators will be trained the first year and will need full curriculum sets. 2. **In Attachment A, under “Contract Term and Renewal Options,” the contract is set to begin Nov. 11, 2021, for one year and then five one-year options to renew. What is the agency’s time frame for training sessions for OSDE facilitators?** The OSDE will begin training facilitators on the curriculum beginning in the early fall of 2021. 3. **In relation to sequencing of the curriculum, would the principal training be planned for approximately the same time frame (in 3 above) as well? We ask because the beginning and ending dates impact the data available for use in professional development and end-of-year evaluation of school progress. Also, are these training dates set by the OSDE subject to change?** The cohort training dates are set by OSDE. New cohorts begin in September each year. 4. **What are the equity goals the curriculum should prepare district leaders to work toward that would comply with Attachment A Section 2.2.3.4? Should this part of the curriculum emphasize equity of learning opportunities, subgroup performance, increasing diversity in hiring teachers, fostering an inclusive school culture, etc.?** Equity should be embedded in the work throughout the curriculum. 5. **Will this project/scope of work replace or supplement an existing principal leadership program?** This work will replace the existing curriculum for the leadership cohort. 6. **Will vendor co-present at the 12 sessions with the curriculum-trained facilitators selected by OSDE? Or is a train the trainer model preferred?** The vendor will not co-present with the state facilitators. A train the trainer model with on-going vendor support is preferred. 7. **Are targeted participants currently serving as building leaders, or is the leadership program designed to build a pipeline of new leaders? Or a combination of the two?** The participants are a combination of the two, but most are building leaders. 8. **What is the annual budget?** The budget for this program has yet to be set. 9. **Is there a fee for participation in the leadership program?** Participants are provided a scholarship by the OSDE. 10. What is the length of each of the 12 sessions? In-person sessions are two full days a month. Virtual sessions are three consecutive days a month for 4 hours each day. 11. **Will the facilitators serve as coaches and provide support between sessions?** The facilitators provide support as needed to participants but do not act as coaches. 12. **Does the department have a platform identified for delivering/managing session content, or can vendor propose an LMS?** Vendor may propose an LMS. 13. **Will a new cohort participate each year? Will there continue to be support for prior year cohort(s)?** A new cohort is selected each fall. Participants from prior cohorts may be selected as facilitators. | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| b. All other terms and conditions remain unchanged. | | | | | |
|  | | |  |  |
| Supplier Company Name (**PRINT**) | | |  | Date |
|  |  |  |  |  |
| Authorized Representative Name (**PRINT**) |  | Title |  | Authorized Representative Signature |