

## Strategic Initiatives Related to Educator Talent and School Turnaround

### ADDENDUM #2 – Questions and Answers

1. How many aspiring and advancing leaders are expected to participate annually in the CT Leadership Academy?

**Answer: This is dependent on how the proposer designs their model.**

2. Does the CSDE want the deliverable for the Professional Learning Frameworks system to be fully executed or is the department wanting a plan and prototype of a system, without complete execution?

**Answer: Refer to the specific language stated in the RFP, page 6 “Scope of Services” section, Item “B”.**

3. Does the CSDE want the deliverable for the coaching models to be fully executed or is the department wanting a plan and prototype of a system, with execution expected at the LEA level?

**Answer: Refer to the specific language stated in the RFP, page 6, “Scope of Services” section, Item “C”.**

4. How many people at the CSDE are assigned to the Turnaround Office and how many SEA staff are “on the ground” to serve these turnaround districts?

**Answer: The agency (CSDE) will direct appropriate resources as necessary.**

5. Scope of work: How many schools, districts, administrators, etc. would the vendor be expected to serve? (This question can be applied/differentiated for each of these groups and for each of the sections in the RFP.)

**Answer: This is dependent on how the proposer designs their model.**

6. Is the Leadership Academy to be all-encompassing, or may there be separate (if still related) academies for each group: teachers, assistant principals, principals, superintendents?

**Answer: Refer to the specific language stated in the RFP, page 6-7, “Product and/or Services Specifications” section, Item “A”.**

7. Is there any expectation that the Leadership Academy would function as a state-wide group (i.e., all participants meet at the same place at the same times), or as regional or school or district groups?

**Answer: This is dependent on how the proposer designs their model.**

8. How strict is the term of the contract? A one-year period to both plan and implement a quality program is a challenge.

**Answer: Proposal should include all necessary components so that all work required by RFP is completed by August 30, 2013.**

9. When will results of the new Educator Evaluation and Support System be available? Also, since SY'13 is a pilot year, what are the expectations for the programs to be adaptable to the inevitable changes that will be made in the evaluation system?

**Answer: Results of Educator Evaluation and Support System will not be available before the submission deadline for this RFP. As such, proposals should address potential adaptability.**

10. What is the expectation for hours per month, year, etc. that coaches will spend working with coaches?

**Answer: This is dependent on how the proposer designs their model.**

11. Is the state implying that it is going to create new job categories (instructional coach, administrator coach, etc.) – which would be very expensive if implemented on even a moderate scale – or is the state intending that the coaching will be done by people who will continue to be employed full time as teachers or administrators?

**Answer: This is dependent on how the proposer designs their model.**

12. What level of services is desired for the turnaround office itself? What is the current capacity of the turnaround office and what level of capacity will the vendor be expected to provide for that office?

**Answer: Refer to the specific language stated in the RFP, page 8, “Product and/or Services Specifications” section, Item “F”.**

13. What level of services is desired for the 25 schools in the Commissioner’s Network? What turnaround model is being considered for these schools? Will all schools need the same level of services?

**Answer: The level of services should be aligned with the “Product and/or Services Specifications” section, Item “F” and in alignment with the proposer’s model.**

14. What level of services is desired for the schools in 30 Alliance Districts? What is the total number of schools to be served in those districts?

**Answer: The level of services should be aligned with the “Product and/or Services Specifications” section, Item “F” and in alignment with the proposer’s model.**

15. What is the nature of the various ad hoc tasks that are central to the work of the Turnaround Office?

**Answer: They would be the other related duties necessary for your proposal to be fulfilled.**

16. Will the state consider an extension on the due date of the proposal?

**Answer: No**

17. In D, do you envision recruiting sitting principals or recently retired principals to serve as coaches of sitting principals?

**Answer: This is dependent on how the proposer designs their model.**

18. In E, do you envision recruiting retired superintendents to serve as coaches for current superintendents/central office staff?

**Answer: This is dependent on how the proposer designs their model.**

19. Is this a cost-based contract?

**Answer: Refer to the "Selection Criteria" section page 13 of the RFP.**

20. Will different vendors/programs be responsible for different stages of the human capital pipeline (i.e., a vendor addressing principal development, another addressing superintendent development)?

**Answer: Based on the language provided in the "Scope of Services" section, all proposals are expected to be for any one, or subset of, the seven identified items in that section (A through G). Proposals should not be based on individual components as identified in the "Product and/or Specifications" section that follows. That section is intended to give guidance as to the components that should be included in proposals for each of the seven identified areas.**

21. What is the available budget for the work and are there plans for how that budget will be apportioned among pieces of the work?

**Answer: The agency (CSDE) will direct appropriate resources as necessary.**

22. What is the timeline for completion of individual pieces of the work? The stated length of the contract is one year, but are there preferred earlier deadlines for specific pieces?

**Answer: This is dependent on how the proposer designs their model but proposal should include all necessary components to ensure all work required by RFP is completed by August 30, 2013.**

23. In reference to page 15 in the section labeled "Bidder Submission," can respondents submit bids for portions of the work within items on the list? Or do each of those items need to be addressed as a whole? For instance, for "Design and implement a coaching model that provides job embedded support for principals and assistant principals based on the results of the new Educator Evaluation and Support System," could a proposal include some but not all of the detail specified in the Product and/or Services Specifications?

**Answer: Based on the language provided in the "Scope of Services" section, all proposals are expected to be for any one, or subset of, the seven identified items in that section (A through G). Proposals should not be based on individual components as identified in the "Product and/or Specifications" section that follows. That section is intended to give guidance as to the components that should be included in proposals for each of the seven identified areas.**

24. Is CSDE interested in overall project management services that would coordinate the work across partners and vendors who respond?

**Answer: Based on the language provided in the "Scope of Services" section, all proposals are expected to be for any one, or subset of, the seven identified items in that section (A through G). Proposals should not be based on individual components as identified in the "Product**

**and/or Specifications” section that follows. That section is intended to give guidance as to the components that should be included in proposals for each of the seven identified areas.**

25. The State Department of Education's website provides a list of Alliance Districts; however we have not been able to locate a list of Commissioner's Network schools. Is there such a list available. If not, can you clarify whether or not schools and districts might be participating in both the Commissioner's Network and Alliance Districts? We are interested in understanding any potential overlap between these two groupings of schools/districts.

**Answer: The Connecticut State Board of Education approved Commissioner’s Network turnaround plans submitted by the school district offices of Bridgeport’s Curiale School, Hartford’s Core Knowledge Academy at Milner School, New Haven’s High School in the Community, and Norwich’s Stanton School at a special meeting held Thursday, August 9, 2012. Additional Commissioner’s Network Schools will be identified in the coming months. Many of these schools will be located within Alliance Districts.**

26. How many references are required? Do you need names and contact information, or additional information?

**Answer: References should include name, title, name of company, company address and telephone number. No minimum or maximum number of references is required. It is up to the proposer to determine the adequacy of those that are supplied.**

27. In regards to the requirements for "appropriate insurance/bonding" - does the State Department of Education requiring bonding?

**Answer: No Bonding is required - Insurance Requirements Below:**

**Before commencing Performance, the Contractor shall obtain and maintain at its own cost and expense for the duration of the Contract, the following insurance:**

**Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Contractual Liability and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit.**

**Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury. Coverage extends to owned, hired and non-owned automobiles. If the vendor/contractor does not own an automobile, but one is used in the execution of the contract, then only hired and non-owned coverage is required. If a vehicle is not used in the execution of the contract then automobile coverage is not required.**

**Workers’ Compensation and Employers Liability: Statutory coverage in compliance with the Compensation laws of the State of Connecticut. Coverage shall include Employer’s Liability with minimum limits of \$100,000 each accident, \$500,000 Disease – Policy limit, \$100,000 each employee.**

#### **Insurance Provisions**

**The State of Connecticut/Department of Education shall be named as Additional Insured on all liability policies.**

**Contractor shall assume any and all deductibles in the described insurance policies.**

**The contractor's insurer shall have no right of recovery or subrogation against the State and the described insurance shall be primary coverage.**

**All insurance coverage shall be provided by a Connecticut admitted insurance carrier with an A.M. Best rating of A- VII or better.**

**Any failure to comply with the claim reporting provisions of the policy shall not affect coverage provided to the State.**

**Each required insurance policy shall not be suspended, voided, cancelled or reduced except after 30 days prior written notice by certified mail has been given to the State**

**The Contractor shall agree to a Waiver of Subrogation for each required policy providing coverage for the life of the contract and waives all rights of recovery or subrogation against UConn.**

**For any claims related to the project, the Contractor's insurance shall be primary.**

28. In addition to submitting a response to supports requested in the Turnaround Office, is it permissible to submit a response for a sub-section (specifically # 5. Work with SDE Turnaround Team as liaison to Commissioner's Network and Alliance District stakeholders and advise SDE leadership regarding these initiatives) of the *Policy Services and Stakeholder Liaison: Communication, Coordination and Overall Strategy* section?

**Answer: Based on the language provided in the "Scope of Services" section, all proposals are expected to be for any one, or subset of, the seven identified items in that section (A through G). Proposals should not be based on individual components as identified in the "Product and/or Specifications" section that follows. That section is intended to give guidance as to the components that should be included in proposals for each of the seven identified areas.**

29. Given that the RFP indicates that the state intends for the contract to be in effect from August 31, 2012 to August 30, 2013:
- a. Should proposed pricing cover this 12-month period?

**Answer: Proposals should include pricing required to complete all necessary work prior to August 30, 2013.**

- b. By what date to you anticipate that proposals be scored, selected and under contract?

**Answer: Scoring, vendor selection and issuance of contracts will be completed as soon as practicable.**

30. Considering the closeness of the date of proposal submission to the potential start date of the contract, is it acceptable to focus a proposal on planning and design for the period of 8/31/12 – 8/30/13, or is it expected that each proposal should include an equal balance between design and implementation for the year?

**Answer: Proposals should include pricing required to complete all necessary work prior to August 30, 2013. Acceptable proposals should address the request based on the specific**

**language in the RFP. Refer to the “Scope of Services” section to identify what is expected from each proposal.**

31. Will the state consider awarding contract to several individuals or multiple contactors for this RFP?

**Answer: See section IV of RFP under Proposal Requirements:**

**IV. Contract Award**

The State reserves the right to award this Contract in a manner deemed to be in the best interest of the State and may include, but not be limited to:

A. by item, group of items, or in its entirety

B. geographic location to adequately service the entire State of Connecticut in the best possible manner

**C. Multiple Vendor Awards**

32. Has the CSDE already developed a system or process to determine whether the home districts of Commissioner’s Network schools are deemed high-capacity or low-capacity.

**Answer: The CSDE’s evaluation of the capacity of the home districts of low-performing schools will be based on multiple factors. This process is ongoing.**