



**STATE OF DELAWARE
Department of Education
Office of Early Learning**

DATE: April 29, 2019

ISSUED BY: Kimberly Klein
Director, Finance Office
302-735-4041

SUBJECT: **AWARD NOTICE**
**Preschool Development Grant Birth Through Five Needs Assessment and
Strategic Plan – CONTRACT NO. 2019-16**

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KEY CONTRACT INFORMATION

1. CONTRACT PERIOD

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The term of this contract shall be for one year beginning May 1, 2019 through April 30, 2020 with up to four possible extensions, for a period of one year for each extension.

2. VENDOR INFORMATION

Vendor	Address	City	State	Zip	Contact Name	Phone
ICF	7125 Thomas Edison Drive	Columbia	MD	21046	Marva Babin	443 718 4888
Ernst & Young LLP	50 Rowes Wharf	Boston	MA	02110	Adam Goodwin	617 478 6365
IDEO	Pier 28 Annex	San Francisco	CA	94105	Rebecca Lee	732 977 5385
UPD Consulting	2526 St. Paul Street	Baltimore	MD	21218	Douglass Austin	410 627 8778
School Readiness Consulting	912 Thayer Ave, Suite 209	Silver Spring	MD	20910	Lindsey Allard Agnamba	877 447 0327 ext. 700

3. PRICING

A scope of work and price will be negotiated and a contract will be executed for that specific work period. The contract template that will be used was included in the original RFP package as "Attachment 8." In addition, any exemptions that were included in "Attachment 3" will be discussed and negotiated at that point.

4. BILLING & PAYMENT(S)

The monthly invoice and required backup documentation **must** be emailed by the 10th of each month to:

- o Early.Learning@doe.k12.de.us, your invoice and required backup documentation will then be reviewed and processed within 30 days of receipt, pending any missing or unclear information.

5. PURCHASE ORDERS

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number 2019-16 on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

6. REQUIREMENTS

Award Notice
Contract No. **2019-16**

For a complete list of contract requirements/specifications please refer to the original bid solicitation document(s). Any contract specific documentation will be accessible through the hyperlink(s) provided on this contract's details page.