

Questions and Answers

College and Career Readiness Advisement Supports - 4/15/2019 7:33:00 AM

Number: 2019-18

Questions and Answers:

Q: Scope of Service

Posted On: 4/17/2019 8:54:15 AM

In reading through the RFP, it is our understanding that the Delaware DOE is seeking only "in-person services;" however, we would like to clarify if a Software-as-a-Service (SaaS) solution focused on college, career and life readiness, supplemented with professional development services for advisors and other staff, would be within the scope of this RFP?

A: Any submissions would need to reflect the specific requirements for students identified in the RFP. The state of Delaware has an existing contract with Major Clarity to provide general support for college and Career exploration.

Answered On: 5/2/2019 9:27:32 AM

Q: Student Enrollment Count

Posted On: 4/18/2019 10:27:38 PM

What is the approximate number of students expected to participate in the program?

A: Approximately 7,000 over 7 years if awarded the GEAR UP grant, we do not have an estimate if alternate funds are used.

Answered On: 5/2/2019 9:26:42 AM

Q: Servicing three counties

Posted On: 4/22/2019 8:24:10 AM

The RFP states that the vendor will be responsible for servicing the state of Delaware which includes New Castle, Kent and Sussex Counties. Will the vendor need a designated space location or go to each designated school as assigned?

A: Vendors providing direct student services do not need to have a designated location in each county. The vendor should be able to demonstrate how they will adequately meet the needs of schools in each county.

Answered On: 5/2/2019 9:56:00 AM

Q: Supplies

Posted On: 4/25/2019 4:01:39 PM

Will material for SAT test prep, test, & scoring be paid for by the state or should all supplies/material be included with the bid for service?

A: SAT is the state accountability test for Delaware and all juniors are required to take it during SAT School Day at no cost. Additionally, College Board provides a partnership through Khan Academy to provide personalized SAT prep based on PSAT performance. The state is not providing additional materials beyond these two services.

Answered On: 5/2/2019 9:28:02 AM

| | |
|--|-----------------------------------|
| Q: Outcomes Measurement | Posted On: 4/25/2019 4:26:05 PM |
| What are the metrics that will be measured to determine the success of the Gear Up project? | |
| A: This information can be found at: | Answered On: 5/2/2019 10:26:58 AM |
| http://www.k12.wa.us/RFP/default.aspx | |
| Q: Section II, Paragraph 1, page 2 | Posted On: 4/25/2019 5:49:26 PM |
| Is this RFP related to Delaware's New Skills for Youth Initiative? | |
| A: The programming provided for students will support the Delaware Pathways work by helping students to be more aware of the role of Pathways in supporting career exploration. | Answered On: 5/2/2019 9:38:11 AM |
| Q: Section II, Paragraph 1, Page 2 | Posted On: 4/25/2019 5:50:47 PM |
| Is this the first time this specific scope of services have been requested through an RFP process? | |
| A: Yes. | Answered On: 5/2/2019 9:38:36 AM |
| Q: Section II, Paragraph 1, Page 2 | Posted On: 4/25/2019 5:52:00 PM |
| Would you please provide the name(s) of vendors currently, or previously, delivering these services? | |
| A: We do not currently have vendors providing the services requested. | Answered On: 5/2/2019 9:39:07 AM |
| Q: Section II, Paragraph 1, Page 2 | Posted On: 4/25/2019 5:53:31 PM |
| Is there an established budget distributed annually for each of the 4 service areas? If so, could you provide an estimated range? | |
| A: There is not an established budget per service area. The GEAR UP grant will be a total of \$14 million over 7 years for all services including but not limited to those in the RFP. | Answered On: 5/2/2019 9:39:30 AM |
| Q: Section II, Paragraph 1, Page 2 | Posted On: 4/25/2019 5:54:32 PM |
| What funding source is being used for the College and Career Readiness Advisement Supports? | |
| A: If awarded the GEAR UP grant, the grant will provide the funding for all services identified in the RFP. If the grant is not awarded to Delaware, state College Access Funds will be used to provide services. | Answered On: 5/2/2019 9:40:36 AM |

| | |
|--|----------------------------------|
| Q: Section II, Paragraph 2, Page 2 | Posted On: 4/25/2019 5:56:11 PM |
| Is there a specific geographic location (city or state) where the "shared office space" must be located? | |
| A: No. | Answered On: 5/2/2019 9:40:48 AM |
| Q: Section II, Paragraph 2, Page 2 | Posted On: 4/25/2019 5:57:36 PM |
| Can the "shared office space" be secured upon execution of a final contract? | |
| A: Yes. | Answered On: 5/2/2019 9:41:35 AM |
| Q: Section II, Paragraph 2, Page 2 | Posted On: 4/25/2019 5:59:29 PM |
| Will these, up to 20 contractors, also be a resource to help deliver the Scope of Services described in #2, #3, and #4? | |
| A: The contractors will be assigned to the schools to coordinate the overall program including the coordination of partners provided the services sections #2, #3 and # 4. They will not be expected to deliver the actual services though. | Answered On: 5/2/2019 9:41:24 AM |
| Q: Section IV, Paragraph B.12, Page 8 | Posted On: 4/25/2019 6:00:48 PM |
| Is there a suggested pricing format to present the various services? | |
| A: Per student or per school is requested with as much detail as possible regarding overall costs. | Answered On: 5/2/2019 9:41:54 AM |
| Q: Section V, Paragraph 4, Page 15 | Posted On: 4/25/2019 6:02:30 PM |
| This paragraph mentions "service subscription license costs" - what "subscription costs" is this in reference to? | |
| A: This is boilerplate language for the RFP. It will vary depending on the vendor cost structure. | Answered On: 5/2/2019 9:50:42 AM |
| Q: Range of grades to be served-clarification | Posted On: 4/26/2019 4:28:15 PM |
| Scope of Services states target grades are 9-12 but financial awareness snapshot states a target of 6-10. Can you clarify what grades are to be served? | |
| A: 7th-12th overall, but we are targeting the financial awareness services to 6-10th grade. | Answered On: 5/2/2019 9:49:26 AM |
| Q: Slide 6 of Pre-Bid Presentation | Posted On: 4/26/2019 4:31:45 PM |

Slide 6 of Pre-Bid Presentation states funding will come from either GEAR UP or state's College Access Fund-does this mean they will possibly fund existing programs from CAF, assuming that existing programs cannot be funded by GEAR UP?

A: GEAR UP grant awardees will not be notified until September 30, 2019. If the state of Delaware is awarded funding these services will be incorporated into the grant program and funding will be sourced from the GEAR UP grant. If the State of Delaware is not awarded GEAR UP, State College Access Funds will be used to implement programming for these services. This is separate from existing programming.

Answered On: 5/2/2019 9:50:04 AM

Q: Student recruitment Posted On: 4/26/2019 4:34:07 PM

What grades will be recruited at the time of implementation of GEAR UP? Will only 6th grade students be recruited at the start and be followed through grade 10, or will a cohort of each of the grades be served at the start?

A: The cohort will start in 7th grade and supports will follow the students through the 1st year of college. Two additional cohorts will be added, each starting in 7th grade and following through the 1st year of college.

Answered On: 5/2/2019 9:49:02 AM

Q: Number of students per school Posted On: 4/26/2019 4:35:49 PM

How many students per school will be recruited?

A: We will serve the entire 7th grade in participating schools so this will depend on the size of the school.

Answered On: 5/2/2019 9:48:02 AM

Q: reimbursement of travel Posted On: 4/26/2019 5:06:47 PM

In item 1 of the RFP it states that vendor will monitor and reimburse mileage and travel. Is the vendor reimbursing them out of their business or will they submit information and the state will reimburse? I'm assuming they are reimbursing other vendors for mileage and meetings. Is that true?

A: This will be incorporated into costs associated with the contract awarded the vendor for payment of the contractors. The vendor will not cover these costs from their business funds. All costs including salary and mileage for the contractors will be included in the contract to the awarded vendor.

Answered On: 5/2/2019 9:46:49 AM

Q: Providing office Space Posted On: 4/26/2019 5:16:39 PM

When providing access to shared office space, will the state reimburse for that shared space and all listed items or should that pricing be included in the RFP?

A: All costs associated with providing the required services should be included in the RFP price list including shared office space.

Answered On: 5/2/2019 9:47:06 AM

Q: Employees Posted On: 4/26/2019 6:02:52 PM

How many DOE employees do you anticipate being assigned or involved in the Gear Up program? Will they be managed by the vendor chosen as the Professional agency in number one?

A: Up to 20 contractors will be recruited to provide the services of the GEAR UP contract. They will not be DOE employees. The professional staffing agency in #1 will recruit, hire and manage the contractors.

Answered
On:

5/2/2019 9:47:46 AM

Q: Recruiting

Posted On:

4/26/2019 6:47:16 PM

Will the state reimburse the Vendor/agency in option number 1 for recruiting fees, advertising of jobs for contractors? When bidding on this portion of the RFP, should we include all fees, salaries, mileage, development, and offices to run and organize and launch the program?

A: Include all fees associated with delivering the services required in the RFP with as much detail as possible. Fees for the to-be-hired contractors will be set by DOE based on the program funds.

Answered
On:

5/2/2019 9:44:01 AM
