

## PRE-BID MEETING REGISTRAR

**CONTRACT NAME:** Education Insight Warehouse

**CONTRACT NO.:** DOE 2020-04    **BID DUE DATE:** October 22, 2019 at 2:00 PM

**DATE/TIME OF PRE-BID MEETING:** September 26, 2019 at 8:00AM    **PLACE:** Townsend Building, 3<sup>rd</sup> Floor Conference Room

	NAME	TITLE	COMPANY	PHONE NUMBER	EMAIL ADDRESS
1	PATRICK Miller	SALES Director	Spruce Tech	610- 241- 3002	pmiller e sprucetech.com
2	KAMAL KUMAR	CUST. ADV.	OTIS ED	917 622- 0386	KAMAL.KUMAR@ OTIS.ED.COM
3	Greg Bellance Jason Bellance	CEO	D.Amond Technologies	302- 656- 6050 x201	gbellance@ diamondtechnologies.com
4	Lisa		Dizp Group		
5	Sarah Skinner		Bright Bytes		
6	Jeff Byers		Mainstream Technologies		
7	Christopher Farias		Eastern Business Software		

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	NAME	TITLE	COMPANY	PHONE NUMBER	EMAIL ADDRESS
8	Brett Krebs		Mainstream Technologies		
9	Brian Rutter		Katey Semmel Data service center		
10	George Smith		K3 Solutions LLC		
11	Patsy Dather		Mainstream Technologies		
12	Ian Alexander		K3 Solutions LLC		
13	Lyn McCutlen		Bright Bytes		
14	John Anderson		Scantron		

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	NAME	TITLE	COMPANY	PHONE NUMBER	EMAIL ADDRESS
15	Elissa Seto		eScholar		
16	Edie Robbins		Datastrong		
17	Mike Rolfes		Mind over Machines		
18	Jason Young		Double Line		
19	Stavros Vrakas		Datastrong		
20	David Brunet		DLZP Group		
21	Kim Nall		Otis Ed		



# Education Insight Warehouse RFP Pre-Bid Meeting

September 26, 2019



# Overview

- The Delaware Department of Education (DDOE) is seeking proposals from qualified vendors (Vendor) to supply services to support the state's Education Insight Warehouse. The Education Insight Warehouse is the foundation of current and future DDOE data systems. The service provided under this agreement will help ensure timely completion of state and federal data reporting projects by providing technical support services not available within the Department



# Overview

- The Delaware Department of Education's Education Insight Warehouse, is a centralized location to house Delaware's educational data in a centralized longitudinal database. The data warehouse is being utilized to unify educational data across all districts in the State of Delaware school system. The collection of this data into our Educational Insight Warehouse allows for Delaware to meet state and federal reporting requirements.



# Overview

- Delaware has moved to become and Ed-Fi compliant state. Delaware's educational data is being pulled into the Ed-Fi 3.1 ODS. The Ed-Fi 3.1 ODS will be the main source of the data being housed in the Education Insight Warehouse for the Delaware Department of Education. Along with the Ed-Fi 3.1 ODS, there will be other data sources that will also be the source for the Warehouse. The Warehouse houses student level, staff level, assessment data, and other educational data that is needed for collection to allow the Delaware Department of Education to get a holistic view of the Delaware school system.



# Warehouse Administration and Management

- The Education Insight Warehouse is built on Microsoft SQL Server Infrastructure, using the tools provided with this software.



# Database Administration

- The Vendor will be responsible for providing technical assistant in development and maintenance of the Education Insight Warehouse. The Vendor will be responsible for supporting State staff with administration to include analysis and recommendations for configuration of the Warehouse. The Vendor will also be relied on to provide technical assistance in the development of additional domains and expansions. This will include assisting in the expansion of necessary areas of the Education Insight Warehouse to support requirements for future release to Delaware Department of Educations Education Insight Dashboard.



# Database Administration

- The Vendor will be required to help support the analysis of new data sets and assist in design of data that will be housed in the Warehouse domain additions, and expansions to accommodate the new data.
- The Vendor will design, develop and test new ETL packages or modifications of existing ones.
- The Vendor will provide technical assistance in the analysis of system performance management of the Education Insight Warehouse, to include management of routine operations of Warehouse software.
- The vendor provide annual maintenance for software tools used in the Education Insight Warehouse development.



# Knowledge Transfer

- Knowledge transfer is a continuous process designed to enable the State to properly support the development and extension of the Education Insight Warehouse in the future. The Vendor will be responsible for developing a knowledge transfer plan for the project team. Through training, workshops and mentoring relationships, the Vendor will be responsible for educating the project team in the methodology and task plan to be used on the project, the architecture and design of the solution, and the skills and techniques needed for ongoing maintenance of the system.



# Knowledge Transfer

- The State believes that knowledge transfer should be an integral part of the overall project plan that incorporates formal training, one-on-one coaching and directed work experience. The plan should identify the knowledge and skills team members need to acquire, the methods to be used to obtain these skills, and a mechanism for tracking progress.



# Important Dates

- RFP available – September 17, 2019
- Voluntary Pre-Bid – September 26, 2019
- Deadline for Questions – October 3, 2019
- Responses to Questions – October 9, 2019
- Deadline for Receipt of Proposals - October 22, 2019 at 2:00pm (Vendors are directed to clearly print “BID ENCLOSED” and “CONTRACT NO. DOE 2020-04” on the outside of the bid submission package)



# Complete Application Package

- Four paper copies with one marked “original” with original signatures and two electronic copies on a USB stick
  - Transmittal Letter
  - Vendor Technical Proposal
  - Vendor Cost Proposal
  - Non Collusion Agreement marked “original” and notarized (Attachment 2)
  - Exception Form (Attachment 3)
  - Confidentiality Form (Attachment 4)
  - Business References (Attachment 5)
  - If applicable, Subcontractor Information Form (Attachment 6)



# Questions

