



## RFP 180000063

# Call for Applications for the Alaska State System of Support Coaching Program

### Amendment 02

### Questions and Answers from the first Pre-Proposal Teleconference

This is not an order

This amendment is for informational purposes only and need not be returned to the state

**Posting Date:** April 24, 2018

**Procurement Officer:** Robert Roys

#### WebEx Information

##### [Streaming Link:](#)

<https://stateofalaska.webex.com/stateofalaska/ldr.php?RCID=c9ddaf41a83e77967e4395f95018ad5a>

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#### Question 10

Will SSOS Coaches be directly administered by the department? Answer: Coaches work collaboratively with a Program Manager at the department.

#### Question 11:

Who will be the administrator at the department and what will they do? Answer: DEED has not assigned the SSOS CP Program Manager duties. DEED may assign the support and coordination of coaching among more than one individual at the department.

**Question 12:**

What information is shared between coaches, the department, districts, and district staff? Answer: Program administrators work to facilitate communication between DEED, District leadership, school principals, and coaches. Coaches take the lead in establishing working relationships with school staff and report progress to other stakeholders through documents such as the Plan of Service, monthly Site Visit Reports, the standing school improvement plan, and briefings during the year. The best indicator of the communication expectations for coaches are found in the Coach Handbook 2017-2018. Specifically, see pages 26-35.

**Question 13:**

How is that information shared? Answer: Please refer to the Coach Handbook 2017-2018.

**Question 14:**

What other support is the department providing to the districts served by the SSOS CP? Answer: The schools and districts to which coaches are assigned also receive financial support through a variety of school improvement grants, are required to engage in a school improvement planning process, have priority in participating in professional development and training provided by DEED and partners.

**Question 15:**

Are there any other expectations for SSOS Coaches that are not currently outlined in RFP 180000063? Answer: RFP 18000063 requires a simplified submission from offerors. After offerors are identified for award there are requirements for having a state contract that will need to be met, these are outlined in the answer to Question 04, beyond that all expectations are outlined in the RFP and its attachments.

**Question 16:**

Who and how will the coaches be supervised or oversight provided? Answer: Answered in Questions 10 and 11.

**Question 17:**

What are the reporting expectations? Answer: Please see the 2017-2018 Coach Handbook which is attached to the RFP.

**Question 18:**

Will the duties substantially change from this year to next, assuming the same delivery models? Answer: The 2017-2018 Coach Handbook is the basis for expectations for coaches in the 2018-2019 school year. DEED does expect changes in response to the requirements of the Every Student Succeeds Act. What those changes will be will be known later in 2018 or early 2019. Coach assignments may change mid during the 2018-2019 school year based upon new ESSA requirements. (See Question 05).

**Question 19:**

The RFP states that training will be provided on established tools and protocols. Is that the type of training that will be provided under this RFP? Answer: It is expected that six days of training spread across three meetings will be included in the contract for next year. There are some training opportunities that are provided for coaches new to the program such as Cognitive Coaching Foundation training.

**Question 20:**

Why do questions have to go to the Procurement Officer? Answer: Questions come to the Department Procurement Officer as that person is tasked with handling formal procurements. RFP 1800000063 is a formal procurement. No other person at DEED has the delegation, authority, or certification required to conduct formal procurements.

**Question 21:**

Why does DEED need a procurement officer? Answer: The procurement laws, rules and regulations, and processes are complex requiring a level of knowledge and experience that requires specialization. See <http://doa.alaska.gov/dgs/pdf/State%20Procurement%20Code.pdf>, <http://doa.alaska.gov/dgs/pdf/Purchasing%20Regulations.pdf>, <http://doa.alaska.gov/dof/manuals/aam/resource/81.pdf>, and <http://doa.alaska.gov/dof/manuals/aam/resource/82.pdf>.

**Question 22:**

Who writes the answers to these questions? Answer: Answers about the procurement issues or that can be answered by pointing out the relevant portion of the RFP are written by the Procurement Officer. Other questions are answered by staff with the relevant knowledge and experience with consultation by the procurement Officer.

**Question 23:**

Will there be training available for specific practices (e.g. AIMSweb, MAP, PEAKS), or leadership and relationships? Answer: Yes, see the Coach Handbook. The training provided, as detailed in Question 19, can deal with all of those issues.

**Question 24:**

When will we know how many coaches will be funded by the state? Answer: the number of coaches is dependent upon legislative appropriation and district need. At this time we do not know how many we will need or have funding available to contract with.