



## RFP - AGENCY SOLICITATION SPECIFICATIONS

### SECTION A. BACKGROUND

The Rhode Island Department of Administration Division of Purchases, on behalf of the State of Rhode Island, is issuing a request for proposals from potential vendors/consultants with respect to various aspects of the K-12 public schools reopening plan, higher education reopening plan, learning catch up services and non- LEA municipal learning programs.

#### *Priorities – Health and Recovery*

The proposed Fiscal Year 2022 budget focuses on two urgent and critical issues: protecting Rhode Islanders amid the most daunting public health crisis in a century and laying the foundation for an enduring recovery after the pandemic. The recovery is not only about gaining back the jobs Rhode Island has lost, but also working to alleviate the full scope of hardships inflicted upon our citizens, businesses, and cities and towns. The burdens of this crisis have fallen disproportionately on the most vulnerable citizens of our state: small business owners, students and teachers, those with mental and physical illnesses, minority communities, and the economically disadvantaged. The Administration's budgetary priorities reflect the belief that equity must be a guiding principle as the state drives forward.

#### *COVID-19 Pandemic Response*

Since the pandemic emerged in 2020, the State of Rhode Island continues to employ an aggressive and targeted response to address the wide array of impacts the pandemic has had on individuals, municipalities, school districts, institutions of higher education, small businesses, nonprofit organizations, and many others. Mitigating the effects of the pandemic requires a coordinated effort that controls the spread of the virus, addresses its impacts on individuals and businesses, and builds on the existing infrastructure to sustain the response as long as it is needed. The State must oversee the efficient use of all available resources - including multiple sources of federal funds - to accelerate and sustain the recovery. In addition to vaccinations, testing, contract tracing, alternative hospital sites and other support for Rhode Islanders, COVID-19-related spending has included funding for programs, including business inspections, communications, data, government readiness, health system support, legal, supplies, and tech enablement.

#### *COVID-19 Funding*

Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the State received \$1.25 billion through the Coronavirus Relief Fund. The State can use these funds for necessary expenses related to the pandemic that were incurred between March 1, 2020 and December 30, 2020 and were not accounted for in the state budget as of March 27, 2020. The State is also eligible for Federal Emergency Management Agency (FEMA) funding for certain expenses incurred because of the public health emergency. Also, the State is receiving at least \$300 million in additional federal funding that is allocated to various state agencies to provide grants and fund initiatives during this pandemic.

#### *RI Schools and Recovery*

There are 66 public Local Education Agencies (LEAs) or districts in Rhode Island. These include, but are not limited to:

- 32 regular school districts (single municipalities)
- 4 regional school districts (more than one municipality)
- 4 state-operated schools (statewide)
- 1 regional collaborative LEA
- 23 charters

The Rhode Island public elementary and secondary education system:

- provides education to approximately 143,000 students each year.
- has a cumulative annual budget of \$ 2.2 billion
- employs approximately 21,000 teachers, administrators and staff.

The Rhode Island Department of Education (RIDE), Rhode Island Department of Health (RIDOH), and the public Local Education Agencies (LEAs) – which include public school districts, charter schools/collaboratives, and state-run schools – worked hard to ensure delivering on the promise of a high-quality education in the 2020-2021 school year.

RIDE provided the LEAs with planning guidance and asked that each prepare for a full range of scenarios – from full in-person to distance learning. RIDE developed reopening metrics to determine which scenario could be most safely implemented and stood up an Education Operations Center to support school communities in real time as issues arise.

Moving to the recovery phase of the pandemic, assistance is needed to consolidate oversight and coordination of School related recovery activities.

## SECTION B: SCOPE OF WORK AND REQUIREMENTS

### *RI Schools*

This RFP is for consulting services related to the reopening of RI schools for full in person learning. Components of the project for which proposals are being sought include:

- i. COVID testing planning, organization and communication as a part of statewide full in-person public school reopening including, but not limited to, underserved students;
- ii. advice to State of Rhode Island government from the Governor through and including the Rhode Island Department of Education and the Rhode Island Department of Health with respect to school reopening activities organization and communication;
- iii. advice, consultation and project management support with respect to expenditure and prioritization of American Rescue Plan and other relevant federal funds to address learning loss, catch up and accelerated learning;
- iv. planning, program development and implementation of municipal learning programs of Cities and Towns in the State including municipal programs not directly administered by LEAs and/or traditional school committees to address lost learning and catch up and long-term learning programs;
- v. program design, analysis and evaluation backed with empirical data for municipal programs, summer catch up programs and state school reopening;
- vi. equity review and initiatives;
- vii. development of metrics and accountability of outcomes relevant to program implementation and organization;
- viii. higher education needs assessment relative to in person reopening of state colleges and universities, and
- ix. act as lead project manager for setting up pool testing for public schools, K through 12, Rhode Island Office of Higher Education, public colleges and universities as well as coordination of communication regarding same.

## SECTION C: PROPOSAL

### 1. Technical Proposal

Narrative and format: Vendors must submit a technical proposal which addresses each of the following elements and is limited to twenty-five (25) pages (this includes any appendices and as appropriate, resumes of key staff that will provide services covered by this request):

- A. **Staff Qualifications** – Provide staff resumes/CV and describe qualifications and experience of key staff who will be involved in this project, specifically highlighting their experience in (1) health care consulting (2) education consulting, (3) planning and logistics of complicated projects.
- B. **Capability, Capacity, and Qualifications of the Vendor** - Please provide a detailed description of the Vendor’s experience as a project coordinator in multiple states across the United States, including augmentation of existing services listing public education experience. List a minimum of three (3) relevant client references, to include client names, addresses, contact names with emails and phone numbers, dates of service and type(s) of service(s) provided.
- C. **Work Plan** - Please describe in detail, the framework within which requested consulting services will be performed. The elements listed in the Scope of Services should be included.
- D. **Approach/Methodology** –Describe the methodology to be used. Highlight the planning, program development and implementation of municipal learning programs of Cities and Towns in the State, including municipal programs not directly administered by LEAs and/or traditional school committees to address lost learning and catch up and long-term learning programs; program design, analysis and evaluation backed with empirical data for municipal programs, summer catch up programs and state school reopening.

### 2. Cost Proposal

Budget and Budget Narrative:

Provide a detailed cost proposal for the required services which includes hourly rates and estimated time allotment by month, for one year. Provide an estimate of the total contract value.

### 3. ISBE Proposal

See Appendix A on the “Overview” tab in Ocean State Procures™ for information and the MBE, WBE and/or Disability Business Enterprise Participation Plan form(s). Vendors are required to complete, sign and submit these forms with their overall proposal. Please complete separate forms

for each MBE, WBE, and/or Disability Business Enterprise subcontractor to be utilized on the solicitation.

**SECTION D: EVALUATION AND SELECTION - SOLICITATION SPECIFIC**

Technical proposals must receive a minimum of 50 out of a maximum of 70 points to advance to the cost evaluation phase. Technical proposals scoring less than 50 points shall not have the accompanying cost or ISBE participation proposals opened or evaluated; such proposals shall not receive further consideration.

Technical proposals scoring 70 points or higher shall have the cost proposals evaluated and assigned up to a maximum of 30 points. As total possible evaluation points are determined, vendor ISBE proposals shall be evaluated and assigned up to 6 bonus points for ISBE participation.

Proposals shall be reviewed and scored based upon the following criteria:

<b>Criteria</b>	<b>Possible Points</b>
Staff Qualifications	20 Points
Capability, Capacity, and Qualifications of the Vendor	20 Points
Work Plan	15 Points
Approach/Methodology	15 Points
<b>Total Possible Technical Points</b>	<b>70 Points</b>
Cost proposal	30 Points
<b>Total Possible Evaluation Points</b>	<b>100 Points</b>
ISBE Participation	6 Bonus Points
<b>Total Possible Points</b>	<b>106 Points</b>

See the “Requirements” tab of this solicitation for additional information on the evaluation and selection process in the “RFP Standard Specification” section.