

ADDENDUM #002

Solicitation Number: FDC RFP-20-014
Solicitation Title: Online Career Education Program
Opening Date/Time: February 18, 2020, at 2:00 p.m., Eastern Time (E.T.)
Addendum Number: 002
Addendum Date: February 5, 2020

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

Please be advised that the changes below apply to the original specifications of the above-referenced solicitation. Additional language is highlighted in yellow, while deleted language has been stricken.

This Addendum includes the Department's written answers to the written questions received.

This Addendum also includes the following changes:

Change No. 01:

Section 1.2, Statement of Purpose, is revised as follows:

1.2 Statement of Purpose

The Department is requesting Responsive Proposals for the provision and implementation of an Online Education Program that will serve a minimum of 60 Inmates through an AdvancED and Southern Association of Colleges and Schools (SACS)-accredited online school **district** that offers career-based, online high school diplomas, designed to prepare adults for the transition into the workplace. As the number of sites increases over subsequent contract years, the Department is requesting the expansion of services to 10-15 inmates per site.

Change No. 02:

Section 2.1, Scope of Services – General Description of Services, is revised as follows:

2.1 Scope of Services – General Description of Services

The Department intends to award a Contract for the provision of an Online Education Program to serve up to 60 Inmates through an AdvancED/SACS-accredited online school **district** that offers career-based, online high school diplomas, designed to prepare adults for the transition into the workplace. Services shall include the provision of any printed instructional materials and educational supplies required to secure access to contracted course content, and complete course work successfully. The Department hopes to increase the number of sites and inmates served each year.

Change No. 03:

Subsection 2.6.1 of Section 2.6, Vendor Responsibilities, is revised as follows:

- 2.6.1** The Vendor shall be an AdvancED/SACS-accredited online school **district** that can award career-based, online high school diplomas, designed to prepare adults for transition into the workplace.

Change No. 04:

Subsection 2.6.11 of Section 2.6, Vendor Responsibilities, is revised as follows:

- 2.6.11** The Vendor will provide adequate computer workstations at each facility for the number of students enrolled in the program, with the capability to access the Vendor's network that is separate from the Department's networks. **The workstations should utilize the Windows 10 operating system. Workstations must be kept current on software and hardware updates and patches throughout the term of the Contract. If a workstation requires replacement, it will be the Vendor's responsibility to replace it in a timely manner to ensure workstations are always in good working order. The term workstation includes the CPU, monitor, keyboard, mouse, and other items needed for a student to utilize the Vendor's platform. The Department must approve all equipment prior to installation. All workstations will become the property of the Department upon termination or expiration of the Contract.**

Change No. 05:

Subsection 3.5.2 of Section 3.5, Mandatory Responsiveness Requirements, is revised as follows:

- 3.5.2** It is mandatory that the Vendor, and/or subcontractor, is an AdvancED/SACS-accredited online school **district** that can issue career-based online high school diplomas. Documentation authenticating AdvancED/SACS-accreditation of the Vendor's proposed Program must be included in the Proposal. It should be inserted under **Tab A** of the Proposal.

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**Responses to Written Questions
FDC RFP-20-014
Online Career Education Program**

Question Number	Question	Answer
1	On page 13 of the RFP, does item 2.6.7 refer to student attrition/turnover on a quarterly basis?	This item refers to program material needs while students are in the program. New materials will be distributed quarterly, as needed for current students, and upon entry of new students into the Program.
2	On page 13 of the RFP, for item 2.6.8, does each site have an employee of the Department who is the Educational Supervisor?	Yes, each site listed in the RFP has a Department-employed Education Supervisor.
3	On page 13 of the RFP, for item 2.6.10, could you clarify or provide examples for what types of mandatory training would be required?	Mandatory training would typically include, but is not limited to, standard in-service training on interacting with inmates, Prison Rape Elimination Act, and other institutional procedures.
4	On page 6, item 1.2 J, if the vendor is submitting a web-based program, does the vendor also need to provide 20-30 individual computer workstations per site?	Yes, please refer to Change 04 of the Addendum. Inmates will use these workstations to access the Vendor's web-based content.
5	On page 12, if the answer to 1.2.J above is that the Department will provide the computers, will the Department also provide any necessary assistive technology devices?	The Vendor must provide the computers as referenced in Section 2.6.11 and mended in Change 04 and all necessary assistive technology devices, as required in Section 2.6.3.
6	On page 13 of the RFP, for item 2.6.11, could you clarify as to what workstations are already in place? Why kind of internet access is available? Are these workstations available for program use?	The workstations currently in place are for GED testing purposes and other Department-operated educational programming and cannot be used for this Program. There is no internet access available for the Online Career Education Program. The Vendor will need to establish their own network.
7	On page 14 of the RFP, item 2.7.3.f references the vendor's capability to provide individualized instructional remediation; would the Department want an intervention solution to be included as an additional option?	Individualized instructional remediation based on individual results from its assessments must be part of the Vendor's product. A Vendor may include additional value-added services, as outlined in Section 2.7.9.
8	On page 13 of the RFP, for item 2.6.12, are all 20 students in the classroom for 8 hours, or can this be broken into 3 sessions for 3 hours each? 7 students/ 7 students/ 6 students.	A total of 20 students will be in the classroom at the same time during the timeframe outlined by the institutional leadership based on the security needs at each site.
9	On page 26 of the RFP, item 2.14.2 states the contract will be paid based on high school credit earned. Is the department	Not at this time. The Department requires a consistent pricing model to compare the submitted prices of competing vendors accurately.

Question Number	Question	Answer
	willing to consider other payment plans, other than per high school credit earned?	
10	What percentage of the students have IEPs?	Less than 5% of the Department's current Inmate Student population have IEPs.
11	Item 3.6.1 page 30 references an AdvancED accredited school district. Section 1.2, 2.1, 2.5.1 all refer to a school. Is it acceptable for an entity to respond as long as the entity has AdvancED accreditation status to include a school or systems accreditation?	The Department will accept responses from entities that meet the requirements as outlined in Specific Appropriation 737 of the 2019/2020 General Appropriations Act (GAA), which requires an AdvancedED/SACS accredited online school district that offers career-based online high school diplomas designed to prepare adults for the transition into the workplace. Please see Changes No. 01, 02, 03, and 05 of this Addendum.
12	When the Department refers to course credit completion, are they referring to <u>each course</u> completed or <u>each student's completion</u> of the program?	The Department is referring to each course completed per student.
13	Is the Department open to considering alternative billing methods in place of the requirements outlined in 2.14 and 2.15?	The Department requires the requested information to process the invoices received. Please also see the Answer to Question #9.

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