

Evaluation of Multi-Tiered Systems of Support for Reading

Request for Proposals: Training Provider for Multi-Tiered Systems of Support for Reading in Early Grades

Response to Questions

February 22, 2019

1. In selecting the 10 school districts for the study would AIR work closely with the provider to ensure that provider resources were available? For example, this might involve selecting districts near specific university training centers in specific states.

AIR will systematically target districts and schools for recruitment based on the eligibility criteria stated on page 10 of the Request for Proposal. The goal is to recruit a set of geographically dispersed districts. AIR cannot guarantee that study districts will be located in particular states or in specific geographical areas within states, such as cities near university campuses.

2. Can the organization chart and project management chart described on p. 25 be placed in Appendix C in lieu of being depicted visually in the Management Plan section of the proposal?

The organization chart and project management chart can be placed in Appendix C or in the main body.

3. Instructions for submission of the proposal indicate: "An original and four copies of your written technical proposal and an original and two copies of your business proposal, as well as electronic versions of the technical and business proposals, must be submitted to Anja Kurki at AIR no later than 5 p.m. Eastern Time on March 4, 2019. Offers received after the official deadline for proposal submission will not be considered" (p.20). Does this mean that the proposal must be *submitted* (i.e., post-marked) by 5 p.m. ET on 3/4/19, or *received* by 5 p.m. ET on 3/4/19? Also, electronic versions of materials should be submitted by email to you – is that correct?

The hard copy materials must be postmarked by 5:00 p.m. Eastern Time on March 4, 2019. The electronic submission must be received by 5:00 p.m. Eastern Time on March 4, 2019 and be sent to Dr. Anja Kurki at akurki@air.org.

4. Is there a preferred method for providing electronic access to Appendix materials that exceed paper copy example page limits (e.g., Dropbox, One Drive)?

We do not have a preferred method; please provide clear instructions on how to access the electronic materials. Please test any links that you provide for accessing the materials to ensure that reviewers have timely access.

5. Are hard copies of articles/reports (Appendix B) required, or is electronic access preferred?

AIR does not have a preferred method for the submission of articles/reports as long as any links to articles do not require a subscription or fee.

6. Can you clarify the length of the period for funding? In section B.1 (p. 11), the RFP states: “The selected provider will enter into a contract with AIR for the period of May 2019 through June 2022,” which is 38 months. In Exhibit 3, Schedule of Deliverables, Task 4 (p. 17) the RFP indicates the contract will begin May 1, 2019 and conclude in September 2022 following submission of final data files to AIR (41 months). In the Period of Performance (top of p. 20) the RFP states: “The anticipated period of performance of this subcontract is approximately 28 months, from May 1, 2019, to September 2022,” which is 40 months.

Thank you for pointing this out. The period of performance is from May 2019 through September 2022, a total of 40 months.

7. If more than three letters of reference arrive in support of our proposal, how will this be handled by AIR and the review team?

If more than three letters of reference arrive in support of an individual proposal, AIR will review three of the letters according to any preference stated in the provider’s proposal. If the provider has not stated a preference, we will review the first three letters received.