University of Arkansas – Pulaski Technical College
Purchasing | Campus Center Building, 3rd Floor, Suite 318
3000 West Scenic Drive | North Little Rock, AR 72118

<u>**Addendum #1**</u>
RFP-24-026 | Independent Third-Party Evaluator

Date: June 25, 2024
To: RFP Respondents
From: Amanda Kennedy
            Director of Procurement
Subject: **Exhibit B Included Along with Information for Evaluation**

The University of Arkansas – Pulaski Technical College is adding Exhibit B and the Information for Evaluation. The documents will be listed below this addendum. Also an error in the RFP has been addressed below.

- Exhibit B is SCC4 Project Work Plan
- Information for Evaluation is information that should be included within the Technical Proposals submitted to UAPTC.

- **Under 1.8.B.8. "Complete Client List" it mentions "current customers that have used your website redesign servers with similar operational requirements…" Is that a mistake? If so, what should this say?**
  This was an error. It should be a client list that has used the service requested by the RFP in the past or currently.

This specification by virtue of this addendum becomes a permanent addition RFP-24-026 | Independent Third-Party Evaluator. FAILURE TO RETURN THIS SIGNED ADDENDUM MAY RESULT IN REJECTION OF PROPOSAL.

For questions pertaining to this addendum, please email akennedy@uaptc.edu.

Vendor Signature: _____   Date: _____

Company Signature: _____   Date: _____

INFORMATION FOR EVALUATION

- *Provide a response to each item/question in this section. Vendor may expand the space under each item/question to provide a complete response or include in proposal as attachment.*

- ***The vendor response packet should include the overall plan for Independent Third-Party Program Evaluator for the Strengthening Community Colleges Training Grant at UA-PTC.***

	Maximum RAW Score Available
E.1 Experience	
1. Provide references, a maximum of five (5), for which you are currently performing services of similar size and complexity as what is required within this RFP. At least three (3) of the references shall be a college/university/ or educational setting. For each reference, indicate the number of building including the approximate square footage, contact name, phone number, and email address.	75 Points
2. Provide a narrative describing your company's local, regional, and national support and how this support may provide benefit to UA-PTC.	45 points
3. Provide current profile financial information that includes an annual report, statement of assets, or any other financial information not pertaining to the pricing section of the contract.	30 points
E.2 Capacity to Perform Service Requested: Proposals will be evaluated based on the vendor's distinctive plan for performing the requirements of the RFP. The vendor should present a written narrative, which demonstrates the method or manner in which the vendor proposes to satisfy the requirements of the Scope of Service. The language of the narrative should be straightforward and limited to facts, solutions to problems, and plans of proposed action. The vendor should specifically detail the operation of action to provide Developmental Evaluator services to UA-PTC, including but not limited to:	
1. **Personnel Operations**	200 points
A. Provide a description or plan on how working relationships with university staff will be created and maintained. B. Include any pertinent information in regard to corporate support C. Include any additional information pertaining to planned approach to staffing.	
3. **Service and Operation**	250 points
A. Describe plan of communication with UA-PTC and how your company would provide a lasting impact for this program. B. Provide examples of performance reports and your experience working with programs of this nature. C. Clear understanding of the Strengthening Community Colleges Training Grant scope of work, outcomes, and timelines as approved and funded. State in succinct terms your understanding of the proposed project. D. Experience with other DOL-funded projects, and participant management experience. E. Ability to identify and assess students that will potentially be impacted by the proposed educational innovation strategies. F. Plans for carrying out the work including major milestones and timelines. G. Include any other information which may be requested in the "Scope of Work" herein, or which you believe to be pertinent to the College's requirements.	
4. **Contract Administration, Communication, Accounting, and Reporting Requirements**	50 points
A. Provide specific suggestions regarding contract administration, reporting, planning, and dispute resolution. Given the anticipated structure of the partnership, and the inevitability of events and activities which today are difficult to predict, certain terms and conditions can and will be stated in dynamic terms.	
E.3 Transition Plan	
A. Articulate a transition strategy for connecting with UAPTC and transitioning into this role.	25 points

Lead Applicant: University of Arkansas, Pulaski Technical College Project Title: BRIDGE-AR Applicant Type: Consortium

CORE ELEMENT #1: Sector-Based Career Program Pathways

Strategic Action 1.1 (Required): Convene and facilitate a sector-based healthcare initiative in the state of Arkansas

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Convene and facilitate the Healthcare Steering Committee; formalize agreements*	Successfully recruit participants for the Healthcare Steering Committee and engage in an industry-led collaborative that supports healthcare pathways for underserved communities	ACC/Project Team Consortium schools	Y1, M1	Y1, M2
Assess healthcare pathways	Develop meeting schedules, identify regional gaps, and align with industry goals for sustainability	ACC, Steering Committee	Y1, M2	Y1, M4, revisit every 6 months
Procure third-party evaluator	Third-party evaluator hired	Project Director	Y1, M1	Y1, M6
Develop a plan for recruiting, supporting, and tracking student participants*	Create data tracking plan (student program enrollment, metrics) Partners align training & support resources, outreach begins	ACC, Steering Committee, ARData Third-party Evaluator	Y1, M6	Y2, M1, M6, & Ongoing
Advocate for braided funding alignment	Comprehensive list of available resources for student to mitigate financial burden Expansion of resources for consortium members' student services departments	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Ongoing

Strategic Action 1.2 (Required): BRIDGE-AR will activate/ expand partnerships with healthcare employers who will participate in curriculum development, enhancement, and delivery. Employers will also agree to interview healthcare students for job openings. Additional partnerships will be explored for continued project expansion.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Convene and formalize agreements with employer partners	Clarification of partner roles and responsibilities	UAPTC, ACC, Steering Committee	Y1, M1	Y1, M2

Continued identification of new industry partners*	Additional employers join *BRIDGE-AR* in Y3 & Y4*	ACC, Steering Committee	Y2, M1	Y3, M1 Y4, M1

Strategic Action 1.3 (Required): BRIDGE-AR will activate its partnerships with Workforce Development Board of Eastern Arkansas, Little Rock Workforce Development Board, Northwest Arkansas Workforce Development Board, and Arkansas Division of Workforce Services

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Formalize Agreement with workforce agencies	Clarification of partner roles and responsibilities	UAPCT, ACC, Workforce Partners	Y1, M1	Y1, M2
Outline strategies and services to augment healthcare pathways	Updated services begin with enrolled participants in Fall 2024*	UAPTC ACC, Workforce Partners	Y1, M2	Y1, M6

Strategic Action 1.4 (Strongly Encouraged): BRIDGE-AR will activate its partnerships with Arkansas Healthcare Association and Arkansas Hospital Association to develop sustainable career pathways, ensuring that effective healthcare pathways programs incorporate worker-voice and will lead to good jobs.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Arkansas Healthcare Association and Arkansas Hospital Association	Initial discussions to explore partnership potential and clarify roles and responsibilities	UAPTC, ACC, Steering Committee, Arkansas Healthcare Association, Arkansas Hospital Association	Y1, M1	Y1, M2
Develop strategies that enhance worker voice and access to targeted populations in healthcare pathways	Strategies developed and launched in Fall 2024*	UAPTC, ACC, Steering Committee, Arkansas Healthcare Association, Arkansas Hospital Association	Y1, M2	Y1, M6

Strategic Action 1.5 (Strongly Encouraged): BRIDGE-AR colleges will strengthen their collaboration with community-based organization, Goodwill Industries of Arkansas, that has successfully engaged the underserved population(s) and community(ies) targeted in the proposal, to support pathways for inclusion of worker voice and to successfully address equity gaps.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Formalize agreement with Goodwill Industries of Arkansas	Initial discussions to explore partnership potential and clarify roles and responsibilities	Steering Committee, Goodwill	Y1, M1	Y1, M2
Develop strategies to engage the targeted populations and enhance the pipeline of healthcare pathways	Strategies developed and launched in Fall 2024*	ACC	Y1, M2	Y1, M6

CORE ELEMENT 2: Good Jobs, Equitable Employment Outcomes, and Student Voice

Strategic Action 2.1 (Required): BRIDGE-AR will implement a Good Jobs and Equitable Employment Outcomes data review and analysis process at least annually, with the assistance of the grantee-contracted Developmental Evaluator.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Conduct annual data review and analysis	Annual data review and analysis*	UAPTC, ACC, Steering Committee, Third Party Evaluator, ARData	Y1, M3	M12, 24, 36, 48

Strategic Action 2.2 (Required): Incorporate student feedback loops throughout the grant to support quality career pathways development that meets the needs of students.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Review of student-informed decision-making structures	Recommendations for improved mechanisms that impact student needs	UAPTC, ACC, Consortium colleges	Y2, M6	Y3, M1
Collect data about job quality for program completers*	End-of-class evaluations and go through exit interviews Student Support Forum.	UAPTC, ACC, Consortium colleges, ARData	Y2, M6	Ongoing

CORE ELEMENT 3: Strategy Options

GROUP A: EMPLOYER ENGAGEMENT

Strategy Option A (Required): A1. Improve current process of obtaining and incorporating ongoing **sector-wide employer input on curriculum and program development.**

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Establish a statewide/sector-wide mechanism for healthcare employer input and engagement.	Coordinated employer engagement; process for employer input is streamlined and accessed by all member colleges	ACC, Consortium Colleges, Steering Committee	Y1, M3	Y1, M4 Ongoing (at least quarterly meetings)

Strategy Option A (Optional): A4. Establish or strengthen employer-offered, paid, work-based learning opportunities, including internships, and Registered Apprenticeship Programs (RAPs).

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Expand work-based and experiential learning opportunities, including mentorship, job shadowing, internships, paid clinicals	Pilot program is developed for paid work-based learning for Nursing students Braided funding model is created to sustain paid clinical and work-based learning experiences	ACC, Consortium Colleges, Steering Committee	Y2, M1	Y2, M6, Ongoing

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CORE ELEMENT 3: Strategy Options				
GROUP B: COMPREHENSIVE SUPPORTS				
Strategy Option B (Required): Provide Navigation/Coaching Services				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**
Enhance current guidelines and criteria for assessing student readiness and needs during the intake process	AR-BRIDGE will have one distinct intake protocol among all Consortium Schools	ACC/Project Team Consortium schools Steering Committee	Y1, M4	Y1, M6
Identify appropriate developmental courses and pathway requirements for each targeted pathway	AR-BRIDGE will have uniform pathways and courses among all Consortium Schools	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Y1, M8
Establish an intrusive advising system to support students in developing career plans	AR-BRIDGE will have commonality in advising systems among all Consortium Schools Education Resource Centers	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Y1, M8
Design a guided course selection process to help students make informed decisions	AR-BRIDGE will have commonality among all Consortium Schools in course selection protocol	ACC/Project Team Consortium schools Steering Committee	M1, M10	Y1, M12
Strategy Option B (Optional): Provide wrap-around/support services				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**
Leverage resources such as the Career Pathways Initiative, WIOA, and Federal Work Study funds to provide targeted financial support and alleviate students' financial burden.	Robust resources guide for leveraged supports will be developed by Consortium School utilization*	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Y1, M9
Collaborate with Arkansas community colleges, WIOA, and community-based organizations to integrate	Referral and resource mechanisms will be established to reduce wait times for vital services	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Y1, M12

resources and support services	Each participant receives individualized student success support			

Strategy Option B (Optional): Collaborate with a worker organization

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Establish the Healthcare Steering Committee, comprising worker organizations and relevant industry sector representatives to liaise with large healthcare system employer partners, state public officials, and the Governor's Office to ensure collaboration and coordination.*	Increased collaboration and coordination among multiple systems (education, health, and government) state-wide	ACC/Project Team Consortium schools Steering Committee	Y1, M3	Y1, M6 Ongoing
Utilize the resources and expertise of the Arkansas Hospital Association's Hospital Improvement Innovation Network (HIIN) and Arkansas Hospital Analytics (AHA) to promote worker voices.	Minority student voices in program will increase, allowing for more culturally competent program refinement and increased attrition and completion rates*	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Y2, M1 Ongoing

CORE ELEMENT 3: Strategy Options

GROUP C: ACADEMIC AND TRAINING OFFERINGS

Strategy Option C___(Required): Enhance non-credit to credit articulation.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Establish an articulation pathway between non-credit CNA and EMT programs into credit-bearing Nursing programs. This pathway will allow students to transition into Nursing pathways after completing approximately 8 credits.*	Pre-CNA (noncredit), CNA (noncredit), pre-LPN (credit), and LPN (credit) programs will be stacked to lead to completion of LPN credentials. Statewide best practices established for enhancing pathways by implementing bridge programs and non-credit to credit articulation	ACC/Project Team Consortium schools Steering Committee	Y2, M6	Y3, M1

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Create noncredit-to-credit articulation pathways for students in the consortium colleges, similar to the model used in the Carreras en Salud program.	All BRIDGE-AR participants will have the ability to articulate into an LPN program,	ACC/Project Team

Consortium schools

Steering Committee | Y2, M6 | Y3, M1 |

Strategy Option C (Optional): Hands-on & virtual training through simulations.

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Integrate hands-on training through technology-enabled simulations to provide practical experience for nursing students, whether in-person or virtually.	Increased rural participation in program for those with limited access to transportation, WBL, and on-site services	ACC/Project Team

Consortium schools

Steering Committee | Y1, M10 | Y2, M6 |
| Collaborate with the State Board of Nursing to advocate for an increase in the allowable simulation hours as clinical experiences. | Barriers such as travel, costs, and limited placement sites can be reduced for nursing students; systemic change for Arkansas as virtual components will be aligned with State Board of Nursing standards* | ACC/Project Team

Consortium schools

Steering Committee | Y1, M3 | Ongoing |

Strategy Option C (Optional with Leveraged Funds where feasible): Integrated education and career-focused training programs offering accelerated and contextualized foundational skills instruction

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE
Implement I-BEST model (accelerated pathways by co-enrolling in adult education and training courses) for the Nursing/EMT pathways	BRIDGE-AR participants are able to participate in adult education and pathway training programs simultaneously	ACC/Project Team

Consortium schools

Steering Committee | Y1, M12 | Y2, M6 |
| Offer corequisite or intensive developmental courses alongside EMT or pre-nursing coursework. | Uniform co-requisite courses will be designed and offered throughout participating Arkansas community colleges state-wide | ACC/Project Team

Consortium schools

Steering Committee | Y1, M12 | Y2, M6 |

Strategy Option C (Optional with Leveraged Funds where feasible): Implement credit for prior learning

IMPLEMENTATION STEPS	MILESTONES	ENTITY(IES) RESPONSIBLE	START DATE	DUE DATE

Collaborate with local employer partners to create meaningful on-the-job training (OJT) experiences for CNA and EMT students.	Increased OJT opportunities for all BRIDGE-AR participants	ACC/Project Team Consortium schools Steering Committee	Y1, M6	Ongoing
Establish a process for Prior Learning Assessment (PLA) to award nursing credit to students in EMT and CNA programs.	Distinct PLA pathway will be articulated for all nursing/EMT students in Arkansas (systems change)*	ACC/Project Team Consortium schools Steering Committee	Y1, M9	Y2, M6 Ongoing

PARTICIPANT TRACKING: Participant Tracking and Outcomes				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**
Provide accurate data products and consistent participant data collection	Data Assistant hired or assigned	Project Lead/ACC	Y1, M4	Y1, M9
Pilot data collection system tools	Data collection tools ready for implementation	Project Lead/ACC	Y1, M6	Y1, M12
Intake Participant tracking (at time of Participant enrollment as defined by the project)	Intake data collection completed for each enrollment cycle during the grant period of performance	Project Lead/ACC Consortium Schools	Y1, M6	Ongoing, annual through funding period
Quarterly data quality check	Data finalized for quarterly performance reporting	Project Lead/ACC	Y1, M10	Ongoing - quarterly through funding period

DEVELOPMENTAL EVALUATION: See Section I.I. Third Party Evaluation Note: Due Dates for some Third-Party Developmental Evaluation Milestones are set by the FOA				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**

Provide accurate data products and consistent participant data collection	Data Assistant hired or assigned	Project Lead/ACC	Y1, M3	Y1, M9 Ongoing
Procure third-party evaluator for a developmental evaluation.	Procured third-party evaluator	Project Lead/ACC	Y1, M3	Y1, M6
Develop a Draft Detailed Evaluation Design from the evaluator, using guidance provided by the Department.	Draft Detailed Evaluation Design Submission	Project Lead/ACC	Y1, M6	Y1, M9
Finalize Detailed Evaluation Design in collaboration with developmental evaluator.	Final Detailed Evaluation Submission	Project Lead/ACC Consortium Schools	Y1, M11	Y1, M12
Prepare the evaluator's Interim Developmental Evaluation Report to the grantee's Federal Project Officer (FPO) and Program Office using the suggested format or similar layout, provided after grant award.	Interim Developmental Evaluation Report Submission to the grantee's Federal Project Officer (FPO) and Program Office	Project Lead/ACC	Y3, M2 (Month 26 of the grant PoP)	Y3, M3 (Month 27 of the grant PoP)
Prepare the evaluator's Final Developmental Evaluation Report using the suggested format or similar layout.	Final Developmental Evaluation Report using the suggested format or similar layout.	Project Lead/ACC	Y4, M11 (Month 47 of the grant Pop)	Y4, M12 (Month 48 of the grant PoP)

OPEN EDUCATION RESOURCES CONTENT DEVELOPMENT AND POSTING: See Section IV.E. Intellectual Property Rights Note: Due Dates for some OER Content Development and Posting Milestones are set by the FOA				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**
Select and/or develop high value materials for CC by Licensing and public posting as open educational resources with a specific focus on curriculum and supporting materials that would allow another individual to successfully use the curriculum.	List of selected and/or developed materials being developed with grant funds submission to the grantee's Federal Project Officer (FPO) and Program Office	Project Lead/ACC Consortium Schools	Y2, M12	Y2, M12

Create a plan (OER Plan) that details the process that will be used to mark materials as CC BY and prepare materials for public posting as open educational resources ready for use by others, including the repository you will use for this purpose.	OER Plan submission to the grantee's Federal Project Officer (FPO) and Program Office	Project Lead/ACC Consortium Schools	Y2, M12	Y2, M12
Implement OER Plan	Posted OER material in publicly accessible online location and submission of posting date and location to the grantee's Federal Project Officer (FPO) and Program Office	Project Lead/ACC Consortium Schools	Y2, M12	Y3, M12

LINKED OPEN DATA ON CREDENTIALS (Credential Transparency): Section IV.E. Intellectual Property Rights Note: Due Dates for some Credential Transparency Milestones are set by the FOA				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY(IES) RESPONSIBLE**	**START DATE**	**DUE DATE**
Determine credentials to be developed, enhanced, or delivered through grant funding (including but not limited to diplomas, badges, certificates, certifications, apprenticeships, licenses, and degrees of all levels and types)	Linked Open Data Credential Linked Open Data Credential plan submission that details the process that will be used to fulfill the credential transparency requirement	Project Lead/ACC Consortium Schools Steering Committee	Y2, M1	Y2, M6
Implement Linked Open Data Credential Plan including finalized credential transparency description language specifications complete and in-line with DOL requirements	Linked Open Data Credential requirement completed including finalized credential transparency description language	Project Lead/ACC Consortium Schools Steering Committee	Y3, M12	Y3, M12

	specifications complete and in-line with DOL requirements			

GRANT-FUNDED SPECIAL PURPOSE EQUIPMENT AND / OR MINOR SPACE ALTERATIONS (OPTIONAL): Section II.B. Period of Performance				
IMPLEMENTATION STEPS	**MILESTONES**	**ENTITY RESPONSIBLE**	**START DATE**	**DUE DATE**
Complete written request for prior approval to acquire grant-funded special purpose equipment and/or to alter space (optional)	Written submission to grantee's FPO requesting approval	Project Lead/ACC	Y1, M3	Y1, M6
Complete special purpose grant-funded equipment or space alterations	Begin using special purpose grant-funded equipment or space alterations for grant purposes	Project Lead/ACC	Y1, M12	Y1, M12