

ETP 100-2010
Frequently Asked Questions
(as of 11/06/2009)

1. Courses – which of the foreign language courses are to be delivered and which AP courses are expected?

Vendors may offer any foreign language courses and any advanced placement courses in a video-conferencing synchronous delivery format.

2. Does eTech have estimates on the number of students or sections who would participate in the courses in 2009 – 2010 academic year? Should we utilize the 90 district sites, 10-15 students per site as our guide?

That question cannot be answered at this time. Factors that affect the answer include students already pre-enrolled in second semester courses, eligibility requirements to take foreign language and advanced placement courses, bell schedules and the inability to determine the number of students who may be interested per building, as well as other factors.

3. Upon reviewing the RFP, our legal and contracts team request the opportunity to discuss language utilized in the RFP particularly from a legal and contracting perspective. Areas of discussion pertaining to order of precedence, intellectual property, limitations of liability, in addition to others, are areas we'd like to discuss with eTech Ohio and the State Counsel prior to our response.

See generally Section 5 of the RFP: after award of contract inquiries may be had regarding meaning of standard contract terms. For purposes of your RFP response, assume that terms and conditions are required provisions of the contract. Section 3.1 of the RFP states that from the release of the RFP until the Contract execution, prospective Contractors may not communicate with any eTech Ohio staff or Commission member.

4. Please detail the ideal enrollment process for students to access these courses? Should students be able to enroll directly or will an approval from approving agency be required? If there is an approval, is it manual or system driven?

eTech Ohio is not involved in the enrollment process. Student enrollment will be handled between the high school grant recipient and the vendor or vendors the high school selects from the approved vendors list.

5. Who owns the policy around who is eligible for participation?

Each high school grant recipient will determine which student or students may participate.

6. Does eTech have a preference of synchronous tools that would plug into the course learning environment? Examples would be Elluminate, Wimba, Adobe Connect?

The collaboration tool must support real-time two-way interactive video conferencing.

7. Which organization is funding the procurement of these services? eTech Ohio or are the agencies responsible for course payment?

Per sections 2.1 and 9.3 of the RFP, districts will purchase courses from approved vendors. Contractor will receive no monetary compensation from eTech Ohio for this contract.

8. What is meant by Synchronous and Videoconferencing? In the RFP section 8.15 Cost Proposal it reads “the cost proposal must include a proposal for synchronous interactive videoconferencing distance learning courses...” Elsewhere in the RFP (e.g. section 2.3 and 6.1) the language states “to deliver synchronous interactive distance learning courses...”

Per Merriam-Webster’s online dictionary, synchronous means happening, existing or arising at precisely the same time. Courses will be offered by the vendor during the daytime, in synchronous or real-time and through a video conferencing format delivery.

9. Section 6.1 states that courses will need to be delivered during the daytime. Who will be responsible for determining the course schedule and synchronous meeting times? Is there any requirement for non-“daytime” instructor accessibility to parents, students, etc.

The course schedule will be determined by the vendor. Each high school grant recipient will look at the vendor determined course schedule and synchronous meeting times to see it will work for their building. Each vendor will decide the issue of non- “daytime” instructor accessibility.

10. Section 6.2.2 states that the contractor must provide training to end users. Who is included in the definition of end-users? Please define/list types of training.

For the purposes of this RFP, end users include students and school personnel. The types of training may be determined by the needs of the individual high school grant recipients.

11. Section 6.2.3 references the Initial Technical Assistance and Professional Development meeting with EETT grant recipients. What is the purpose of this meeting and what level of participation is required (i.e. will training activities form part of this meeting or will it be a general overall presentation)?

The purpose of the Initial Technical Assistance and Professional Development meeting would include but not limited to providing awarded building team members information regarding the tool selected, information regarding the process for delivery of courses' and the opportunity to answer questions.

12. Section 6.3.4 discuss requirements for Training and Professional Development. Approximately how many individuals will require training over the course of the contract? What pattern of training delivery will be required? Will grant recipients provide suitable training facilities?

That question cannot be answered at this time. Factors that affect the answer include technical capability of staff, building support, how many buildings select the vendor, as well as other factors.

13. Section 7.1.6 outlines requirements for data collection and reporting. How many different SIS will be included in this project? What level of integration will be required with the SIS?

That question cannot be answered at this time since the building recipients of this Pilot Project have not been awarded.

14. What type of SIS identity management is utilized across district SIS?

Ohio schools use a state student ID.

15. Is any Learning Management System currently being utilized on a per district basis?

That question cannot be answered at this time. eTech Ohio has not specifically gathered that information on a per district basis.

16. Section 7.1.6.4 discuss a requirement for a full complement of standard reports for teachers, principals, etc. Can the State provide further specification on report contents as well as additional report audiences?

Standard reports include but are not limited to student grades, attendance, standardized assessment (if applicable) and rate of student's completing the course. Reports would be available to various audiences including but not limited to principals, teachers and parents.

17. Section 7.1.6.5 includes a requirement for Trend Analysis. Can the State provide further specifications?

This trend analysis would include but not be limited to reporting how many students enrolled in the course, how many completed the course and if the course is an advanced placement course, how many students passed the associated AP exam.

18. Section 8.5 Project Methodology/Work Plan outline requires to describe how the Contractor will “Manage the project; Guide project Execution; and facilitate communications among stakeholders...” Is it correct to assume that these functions only relate to operational elements of the system and other items as specified in the RFP? Please list stakeholders.

Section 8.5 is asking whether a dedicated individual will be assigned as the main point of contact for each grant recipient to communicate with or how does the vendor propose to communicate with grant recipients. Stakeholders include but may not be limited to school district personnel, parents and students.

19. Is it the expectation of this program that all courses provided during the pilot and in the future will be provided by the Contractor? Will teachers in Ohio be trained as part of this program to teach or develop additional courses for this program?

That question cannot be answered at this time. EETT funding has been appropriated for a Pilot Project and there has been no discussion beyond the Pilot Project.

20. For any reporting and tracking required – is there any Grant level requirements that are part of the expected RFP response?

Buildings who receive the EETT grant funds to participate in this Pilot Project will be responsible for the Grant reporting requirements.

21. Pertaining to the RFP response, please clarify what eTech Ohio seeks when you refer to an ‘index’. Does a table of contents fulfill this requirement?

Per Section 8.1 of the RFP “indexed, tabbed binder” is asking that each RFP submission label the different sections being submitted.

22. Is the intention of eTech Ohio to award multiple recipients this contract or will one vendor be chosen to provide the total solution for this RFP?

Per Sections 2.1 and 2.3 of the RFP, the intention is to provide high school grant recipients with a list of approved vendors identified through this RFP process from which recipients will select synchronous advanced placement and foreign language video conferencing courses.

23. What is the scope of the 24x7 help desk? Please define.

Section 2.3 of the RFP states that the vendor needs to have Help Desk capability; the capability to assist students and school personnel with issues related to the course. The Technical Requirements chart is asking whether a vendor provides a 24/7 Help Desk as standard, optional, custom or not available at all.

24. What is the expectation on Student Services for K-12 students: tutoring, parent conferences, office hours, etc.

That question cannot be answered at this time since different grant recipients may have different expectations.

25. Will all students be associated with a district? i.e. will there be any K-12 students not associated with a district through home schooling?

EETT grants will be awarded to qualifying Ohio high schools so that the high schools may purchase synchronous interactive advanced placement and foreign language video conferencing courses.

26. What is the expectation of the reporting relationship between instructors and building principal/district superintendent?

That question cannot be answered at this time. Factors affecting include but are not limited to the needs from grant recipient to grant recipient.

27. What is eTech's role in managing this program on an ongoing basis?

Funds have been appropriated for a Pilot Project. eTech's long-term role is yet to be determined.

28. Does eTech anticipate the course content (lesson plans, etc) to be customized or best of breed packaged solutions? Are there learning objectives identified for these courses?

Course content must meet state of Ohio state curriculum standards and the advanced placement courses must be accredited by College Board.