

Request for Proposals (RFP) for Direct Technical Assistance Support
Addendum-Questions and Clarifications
March 17, 2025

Below are the California Collaborative for Educational Excellence's ("CCEE") responses to additional questions and requests for clarification that CCEE received from prospective Respondents, and that CCEE has elected to respond to after the deadline of October 4, 2023, regarding the [Request for Proposals](#) for Direct Technical Assistance Support (the "RFP"), issued on September 22, 2023. CCEE cannot guarantee that responses to questions and requests for clarification that were submitted after the deadline are included herein. CCEE staff has endeavored to respond as thoroughly as possible, and cited relevant language from the RFP where appropriate. CCEE will presume that all Respondents will be presumed to have read and understood all of the responses provided herein upon submittal of any Proposal.

Budget

Q: The FAQ states that there is no set maximum award amount, but proposals must include a "not to exceed" amount. Could you provide additional guidance on any typical funding range for awarded proposals?

RESPONSE: As stated in the Response to Questions and Clarifications posted on October 14, 2023, CCEE does not have a set budget for this project or a maximum dollar amount per single award. CCEE anticipates that there will be variations in proposed budgets and awards depending upon the approaches that Respondents take to address the requirements set forth in the RFP and the needs of identified LEAs. As stated in the RFP at Section VI.B, Scope of Project with Costs and Fees, CCEE has asked Respondents to provide an annual breakdown of the fees and costs (including for organization personnel) for their proposed scope of work. The total annual fees and costs must be stated as a "not to exceed" amount."

Additionally, Respondents' cost estimates may be a factor in awarding the contract, since an RFP is not required, the CCEE/MCOE is not obligated to accept a bid based on cost estimates. Further negotiations may be needed once a proposal review is conducted.

Q: Is there a maximum funding amount?

RESPONSE: CCEE does not have a set budget for this project or a maximum dollar amount per single award. CCEE anticipates that there will be variations in proposed budgets and awards depending upon the approaches that Respondents take to address the requirements set forth in the RFP and the needs of identified LEAs. As stated in the RFP at Section VI.B, Scope of Project with Costs and Fees, CCEE has asked Respondents to provide an annual breakdown of the fees and costs (including for organization personnel) for their proposed scope of work. The total annual fees and costs must be stated as a "not to exceed" amount."

Scope of Services

Q: Can proposals have a narrow focus (e.g., one specific area of work) or should they be broader in scope?

RESPONSE: Pursuant to Section IV Scope of Services. CCEE is seeking submissions of services that will support the CCEE in facilitating continuous improvement for local educational agencies pursuant

to Education Code 54074, and as outlined in this RFP. Respondents may also describe their ability to increase CCEE's capacity to engage in the work identified above by providing professional learning to CCEE staff on quality improvement, equity centered leadership and turnaround practices.

Q: Are all submissions to write specifically to the services outlined in the table of page 7?

RESPONSE: Pursuant to the RFP, Section IV, Scope of Services, CCEE is seeking submissions of services that will support the CCEE in facilitating continuous improvement for local educational agencies pursuant to Education Code 54074. Services include but are not limited to services identified in A-H of this section. As stated in the RFP at Section VI.B., Scope of Project with Costs and Fees (page 7), if Respondents are not designing their own method of delivery, they may choose to follow the example table format provided in this section. If Respondents are designing their own method of delivery, they may submit the scope of the project with costs and fees in their own format.

Q: Are there a specific amount of LEAs that subcontractors should expect to provide technical assistance to?

RESPONSE: There is no specific amount of LEAs assigned by CCEE; the Respondent may submit a scope of project that is for a single LEA or multiple LEA's. CCEE will determine the number of LEA's assigned per Respondent dependent on the Respondent's expertise and ability to support the facilitation of continuous improvement for local educational agencies pursuant to Education Code 54074. Additionally, as stated in the RFP at Section VI, Proposal Specifications/Requirements for Submittal, if the Respondent will be subcontracting a portion of the work, the Proposal must describe and demonstrate the subcontractor's capacity and ability to perform the portion of the work in which the subcontractor will be involved.

Respondent Submission/Selection

Q: Are there any specific word count limits or formatting requirements for the proposal sections?

RESPONSE: Pursuant to Section VI Proposal Specification/Requirement for Submittal Proposals should not be any longer than 20 pages, including résumés of identified personnel. Proposals can utilize tables and/or bullets to communicate the main ideas and flow of work more clearly.

Q: Has the CCEE/MCOE selected any vendors as part of the RFP process? If so, have these vendors commenced work?

RESPONSE: Pursuant to Section VIII, Submission Details (G and H) of the RFP, the CCEE/MCOE may begin negotiations with selected Respondents at the CCEE's discretion. Upon selecting a Respondent, the CCEE/MCOE shall provide an agreement for negotiation by the Parties.

In conformity with the above, CCEE/MCOE has selected Respondents that meet the unique service needs of the CCEE and that have complied with RFP requirements. CCEE/MCOE has entered into agreement with selected Respondents and work has commenced according to the start date under each agreement. Pursuant to Section I. Timelines of the RFP, no work commenced prior to October 23, 2023.

Additionally, as per Section. III. Background and Context:

While CCEE began "reviewing Proposals submitted by the October 18, 2023 deadline, Proposals

submitted after October 18, 2023, but before March 29, 2024, at its discretion, CCEE may review those Proposals as needed for this RFP or future continuous improvement support for local educational agencies within California's system of public school support, which work may commence after the date identified in the timeline above. Regardless of the timing of submitting a Proposal, CCEE may reach out to Respondents at any time CCEE determines that it has a need for the resources and/or services proposed."

Q: What is the expected timeline for reviewing proposals and notifying applicants of their award status?

RESPONSE: Proposals will be accepted through May 1, 2025, at 4:00 p.m. PST. CCEE may reach out to Respondents at any time CCEE determines that it has a need for the resources and/or services proposed.

Q: Is it allowable for out-of-state consultants to submit a proposal for this RFP?

RESPONSE: Respondents must meet the eligibility requirements outlined within the RFP at Section V.A., Respondents' Eligibility. That Section states, in relevant part: "Sole proprietorships, partnerships, and public or private agencies may submit proposals in response to this RFP. The Respondent must be legally constituted and qualified to do business within the State of California." Respondents do not necessarily need to be located in California so long as they are authorized to do business in California.