

ADDENDUM 1

Durham Public Schools Request for Statement of Proposal (RFP)

RFP # 179-2425-256_MAGNET_EVAL

Date: 12/17/2024

ADDENDUM 1 – Questions and Answers

Q1. Do you have a copy of the RFP without the comments included so that we can print the attachments appropriately?

A1. Upon completion of the review, an updated version with reviewers' comments will be removed for printing.

Q2. Is there a more definitive timeline for the evaluation? Will this be starting January 2025?

A2. The evaluation process must start as soon as possible as the grant was awarded October 1st. Yes, January 2025 would be ideal.

Q3. Has a budget been determined for this work?

A3. Yes, a budget was established as a percentage of the grant award.

Q4. Have you worked with any other vendors to support this type of work in the past?

A4. Yes, we have contracted and worked with other external evaluators on other state and federal grants.

Q5. Is there an expectation that the external evaluator will support MSAP reporting requirements, such as the completion of APR and GPRA and Ad Hoc reports?

A5. Yes, the external evaluator will assist with providing information for continuous improvement of the program and provide content for the program reporting requirements, but DPS staff will submit all quarterly, annual, and final reports.

Q6. Is there a desired budget amount (or range) for the proposed scope of work?

A6. The desired budget is 10-15% of the grant total.

Q7. Could you please clarify the scope of the implementation and impact evaluations? (There is a statement about a quasi-experiment to assess implementation. The impact evaluation includes a formative evaluation to provide feedback toward program improvement and effective implementation.)

A7. We want a vendor that can use quasi-experimental tools as needed to complete an appropriate evaluation and meet reporting requirements. The scope of the work is to provide a comprehensive evaluation aligned with the MSAP grant program's objectives. We would like evaluators to prepare to use a holistic and culturally competent/responsive approach that either corroborates or challenges the value and merit of this project, which will help us to consider how it will be continued, expanded or revised.

A tentative scope of work will include:

- **Developing a systematic process for stakeholder engagement.**
- **An abbreviated review of literature and existing research that supports the selected approach/model—A rationale for what makes the approach/model most suitable.**
- **An assessment of the tools and methods that will be used in terms of validity, reliability and relevance.**
 - **Possible detailed RQs that would be explored.**
- **A logic model to provide a road map/timeline and also provides a level of transparency and accountability. This will also help us to consider any cultural, ethical and practical implications.**
- **A brief statement that explicitly outlines and acknowledges the values, beliefs, processes and even biases/judgments, of an individual or organization.**
- **Sample products and deliverables from past projects that includes a project management and communication/dissemination plan.**