UMBC

AN HONORS UNIVERSITY IN MARYLAND

DATE: December 20, 2018

TO: All Prospective Proposers   Cc: Procurement File

FROM: Elizabeth Moss

RE: UMBC External Evaluator Services Solicitation
             # BC-21124-M: <u>ADDENDUM #1</u>

The following amends the above referenced solicitation document. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" form and submitting it along with your firm's technical proposal. All other specifications, terms and conditions of this solicitation not expressly amended by the responses in this Addendum remain as originally stated.

The following questions were submitted for a response:

1. What is the total budget for the evaluation?
As this is a competitive solicitation process, this information is not being provided at this time.

2. Can UMBC please share its NSF IUSE grant application and project timeline?
The grant application documents will be shared with the selected External Evaluator after award. The University also wants to be clear that the grant has already been awarded.   The project timeline is as stated in the solicitation document: Oct. 1, 2018 - September 31, 2023.

3. How many faculty members are participating in the IUSE? How many sections of biology will be taught annually per institution?
The number of faculty varies by institution, but the University estimates that approximately 40-50 faculty will be participating each year through the three communities. The number of sections of each of the four courses that are the focus of this work vary greatly institution to institution, and perhaps year to year.

4. Page 4 of the solicitation lists several meetings and events that the evaluator should attend. What is the intention of the UMBC in having the evaluator present for each of these?
The University expects the external evaluator to become a member of the project team and finds

that in person project collaboration meetings is valuable.

5.   Who will produce the meeting summaries described on page 4 of the solicitation?
The IUSE team will produce these summaries and will be shared with the External Evaluator, as applicable.

6.   What is the schedule for the meetings and events described on page 4 of the solicitation?
This schedule has not yet been determined.

7.   How many individuals does the UMBC anticipate participating in interviews/focus groups annually? What is the pool from which individuals will be sampled?
As stated in the solicitation document, the University anticipates 50 individuals to participate in focus groups that are conducted twice per year. The individuals will be those participating in the various IUSE Communities (faculty, staff, and administration).

8.   Is it correct that the UMBC intends that the evaluator resources go toward the formative assessment?
Yes.

9.   Do the institutional agreements for IUSE require faculty participation in the evaluation?
This is a collaborative project between faculty at the various institutions. As a result, faculty will be participating in the evaluation (specifically surveys and focus groups).

10.   What are the outcome metrics for the consortium mentioned on page 2 of the solicitation?
Please review the information provided in the solicitation document. Any additional detailed information will be provided to the selected external evaluator.

Enclosure: Acknowledgement of Receipt of Addenda Form

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END OF ADDENDUM #1, DATED 12/20/18

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RFP NO.:   BC-21124-M

RFP FOR: UMBC External Evaluator Services

TECHNICAL PROPOSAL DUE DATE: WEDNESDAY, JANUARY 3, 2019 on or before
11:59 P.M. EST.

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. __1__   dated __12/20/18_

Addendum No. __ ___   dated _____

Addendum No. _____   dated _____

Addendum No. _____   dated _____

Addendum No. _____   dated _____

As stated in this Addendum, this form is to be returned with your Technical Proposal.

_____
Signature

_____
Printed Name

_____
Title

_____
Date