

**NEW YORK STATE EDUCATION DEPARTMENT**  
**Bid Form Cost Proposals for Services 1 - 3**  
**SCHEDULE OF DELIVERABLES FOR RFP#GT-14**

**Y1: 1/3/2012–4/30/2012**

**Y2: 5/1/2012–4/30/2013**

**Y3: 5/1/2013 –9/23/2014**

Please include the following components for each deliverable<sup>1</sup>:

Total Staff Cost; Total Fringe Benefit Cost; Total Purchased Services (non-employee consultants, subcontractors); Total Non-Personal Services (supplies and materials, employee travel, etc.); Other Costs (indirect costs, overhead, etc.)

**Costs Year 1: 1/3/2012–4/30/2012**

<b>Service 1—Design, Coordinate and Implement a Training Plan for Teacher Evaluators with a coherent system of tools and training for the evaluation of teacher practice for all students Based on NYS Commissioner Regulations 100.2 (o) and 30-2.9, ALL SERVICE 1 ACTIVITIES IN YEAR 1 MUST BE READY FOR USE / DISSEMINATION / IMPLEMENTATION BY 2/15/2012</b>					
<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Design, develop and produce guidance for teachers and teacher evaluators on setting and using student growth goals.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Design, develop, and produce learning materials and resources for teacher evaluators on the use of student growth goals.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

<sup>1</sup> Vendors should be prepared to show how they derived the amounts listed in each column for each activity should they be subject to audit by NYSED or the NYS Office of the State Comptroller.

<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop a training plan with learning objectives and measurable outcomes with a scope and sequence of learning events.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 4</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop plans and materials for evaluating the teachers of English Language Learners (ELLs). (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 5</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop plans and materials for evaluating the teachers of Students with Disabilities, as defined in NYS Commissioner's Regulations 100.2(o). (c)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 6</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop plans and materials for evaluating the teachers of students performing below grade level.(d)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 7</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Create training modules that can be replicated for training teacher evaluators. (e)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

**Service 2—Title OK per page 7 Develop Training Materials, Support Tools and Resources for Teachers and Teacher Evaluators**  
**ALL SERVICE 2 ACTIVITIES IN YEAR 1 MUST BE READY FOR USE / DISSEMINATION / IMPLEMENTATION BY 2/28/2012**

<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop a training materials, support tools, and resources for delivery of a train-the-trainer model. (a)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Develop strategic plans for the dissemination of training materials and guides to New York State educators. (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Create explicit inclusion of linkages between the New York State Teaching Standards, Teacher Practice Rubrics, and the practices required to implement the Common Core Learning Standards in English Arts/Literacy and Mathematics. (1 f.) is this a separate activity?					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 4</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Create explicit inclusion and detailing of linkages between New York State Teaching Standards, New York State Approved Teacher Evaluation Rubrics, and the practices required to implement data driven instruction for all students. See question above					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 5</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Development of training materials and resources by 2/30/2012. ©					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

**Service 3—Provide the Statewide Training Using a Train-the-Trainer Model**

**ALL SERVICE 2 ACTIVITIES IN YEAR 1 MUST BE READY FOR USE / DISSEMINATION / IMPLEMENTATION BY 3/15/2012**

<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Train approximately 550 trainers using a highly effective, intensive turn-key training. (a) cost for all year 1 train-the-trainer training events?					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Calibrate the trainees to achieve inter-rater reliability consistent with field experts. (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Calibrate the trainees in a manner in which they can “certify” teacher evaluators consistent with State’s regulations. © is this separate activity from above in terms of cost? YES					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 4</b>				<b>MONTH/YEAR</b>	<b>Year 1 TOTAL COST</b>
Provide training in a manner that is flexible enough to accommodate contextual understandings given a variety of districts including urban, rural, suburban, low performing, high performing, affluent, and low income.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

## Costs Year 2: 5/1/2012–4/30/2013

<b>Service 1—Maintain, Coordinate and Implement a Training Plan for Teacher Evaluators with a coherent system of tools and training for the evaluation of teacher practice for all students Based on NYS Commissioner Regulations 100.2 (o) and 30-2.9,</b>					
<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Design, develop and produce guidance for teachers and teacher evaluators on setting and using student growth goals.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Design, develop, and produce learning materials and resources for teacher evaluators on the use of student growth goals.?					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Develop a training plan with learning objectives and measurable outcomes with a scope and sequence of learning events.(a.ii.)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 4</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Develop plans and materials for evaluating the teachers of English Language Learners (ELLs). (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 5</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>

Develop plans and materials for evaluating the teachers of Students with Disabilities, as defined in NYS Commissioner's Regulations 100.2(o). (c)						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		
<b>ACTIVITY 6</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Develop plans and materials for evaluating the teachers of students performing below grade level.(d)						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		
<b>ACTIVITY 7</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Create training modules that can be replicated for training teacher evaluators. (e)						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		

**Service 2—Title OK per page 7 Maintain Training Materials, Support Tools and Resources for Teachers and Teacher Evaluators**

<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Develop a training materials, support tools, and resources for delivery of a train-the-trainer model. (a)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Develop strategic plans for the dissemination of training materials and guides to New York State educators. (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Create explicit inclusion of linkages between the New York State Teaching Standards, Teacher Practice Rubrics, and the practices required to implement the Common Core Learning Standards in English Arts/Literacy and Mathematics. (1 f.) is this a separate activity?					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
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Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 5</b>				<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Development of training materials and resources					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

**Service 3—Provide the Statewide Training Using a Train-the-Trainer Model**

<b>ACTIVITY 1</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Train approximately 550 trainers using a highly effective, intensive turn-key training. (a) cost for all Year 2 train-the-trainer training events?						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		
<b>ACTIVITY 2</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Calibrate the trainees to achieve inter-rater reliability consistent with field experts. (b)						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		
<b>ACTIVITY 3</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Calibrate the trainees in a manner in which they can “certify” teacher evaluators consistent with State’s regulations. © is this separate activity from above in terms of cost? YES						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		
<b>ACTIVITY 4</b>					<b>MONTH/YEAR</b>	<b>Year 2 TOTAL COST</b>
Provide training in a manner that is flexible enough to accommodate contextual understandings given a variety of districts including urban, rural, suburban, low performing, high performing, affluent, and low income.						
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs		

## Costs Year 3: 5/1/2013 –9/23/2014

<b>Service 1—Maintain, Coordinate and Implement a Training Plan for Teacher Evaluators with a coherent system of tools and training for the evaluation of teacher practice for all students Based on NYS Commissioner Regulations 100.2 (o) and 30-2.9,</b>					
<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Design, develop and produce guidance for teachers and teacher evaluators on setting and using student growth goals.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
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Create training modules that can be replicated for training teacher evaluators. (e)					
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**Service 2—Title OK per page 7 Maintain Training Materials, Support Tools and Resources for Teachers and Teacher Evaluators**

<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
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<b>ACTIVITY 5</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Development of training materials and resources					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

**Service 3—Provide the Statewide Training Using a Train-the-Trainer Model**

<b>ACTIVITY 1</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Train approximately 550 trainers using a highly effective, intensive turn-key training. (a) cost for all Year 3 train-the-trainer training events?					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 2</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Calibrate the trainees to achieve inter-rater reliability consistent with field experts. (b)					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 3</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Calibrate the trainees in a manner in which they can “certify” teacher evaluators consistent with State’s regulations. © is this separate activity from above in terms of cost? YES					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	
<b>ACTIVITY 4</b>				<b>MONTH/YEAR</b>	<b>Year 3 TOTAL COST</b>
Provide training in a manner that is flexible enough to accommodate contextual understandings given a variety of districts including urban, rural, suburban, low performing, high performing, affluent, and low income.					
Total Staff Cost	Total Fringe Benefit Cost	Total Purchased Services	Total Non-Personal Service	Other Costs	

**NEW YORK STATE EDUCATION DEPARTMENT**  
**Three Year Budget Summary**  
**Total Length: 1/3/2012 – 09/23/2014**  
**Y1: 1/3/2012–4/30/2012**  
**Y2: 5/1/2012–4/30/2013**  
**Y3: 5/1/2013 –9/23/2014**

**TOTAL COST**

Service Number	Total Cost Year 1	Total Cost Year 2	Total Cost Year 3	3 Year Grand Total
Service 1				
Service 2				
Service 3				
Total Costs				

The Financial Criteria portion of the RFP will be scored based upon the grand total of the Three Year Budget Summary.

<b>Vendor Signature</b>		<b>Date:</b>
<b>Printed Name</b>		
<b>Title</b>		
<b>Company Name</b>		
<b>Company Address</b>		

**NEW YORK STATE EDUCATION DEPARTMENT**  
**Subcontracting Form**  
 (whole dollar figures only)

This form must be updated and submitted annually to the Office of Higher Education

**Development of Teacher Effectiveness Learning System**  
 Subcontracting For Year One — (January 3, 2012 – April 30, 2012)

Name of Subcontractor	M/WBE	Work Description & Estimated Hours/Days	Projected Cost

\*Indicate with an "X" which subcontractors are M/WBE.

Total Subcontract Cost	Total Project Budget	% of Subcontracting to Total Budget

Subcontracting (3 Years)	Total YR1 1/3/12– 4/30/12	Total YR2 5/1/12– 4/30/13	Total YR3 5/1/13 – 9/23/14	Grand Total Subcontracting for 3 Years
<b>Percent of Subcontracting to Annual Budget</b>				

Subcontracting is limited to forty percent (40%) of the annual contract budget.

**NEW YORK STATE EDUCATION DEPARTMENT**  
**M/WBE Subcontracting Form**  
 (whole dollar figures only)  
**M/WBE Purchases For Year One: Teacher Effectiveness Learning System**

**Table 1-- Minority Business Enterprise**

Name of Vendor	Type of Services or Supplies	Cost
<b>Total Year 1 MBE Costs</b>		
<b>Total Year 1 Budget</b>		
<b>Total Year 1 MBE Costs divided by Total Year 1 Budget (%)</b>		

**Table 2-- Women-Owned Business Enterprise**

Name of Vendor	Type of Services or Supplies	Cost
<b>Total Year 1 WBE Costs</b>		
<b>Total Year 1 Budget</b>		
<b>Total Year 1 WBE Costs divided by Total Year 3 Budget (%)</b>		

**M/WBE Purchases For Years 1-3**

	Year 1	Year 2	Year 3	Total for 3 Years
<b>% MBE Purchases to Budget</b>				
<b>% WBE Purchases to Budget</b>				