



December 13, 2017

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (contract number 4400015274).

EXPANDED BRAILLE TRANSLATIONS – 2018 PSSA

BACKGROUND

Research by PDE's Special Education and Assessment teams continues to indicate that not all Pennsylvania students will be prepared for UEB materials for the 2018 PSSA. In response, and at PDE's request, DRC configured the 2018 PSSA enrollment system so that LEAs would have the opportunity to order Braille materials in UEB, UEB-Nemeth, and English Braille American Edition (EBAE). **Note:** DRC's contractual budget for Braille includes the translation of contracted and uncontracted UEB versions of each assessment/grade (28 total translations). The addition of a UEB version with Nemeth was not included in DRC's proposal, and the expectation was that EBAE versions would be phased out entirely.

After the Braille enrollments were collected, DRC reached out to each school that entered Braille enrollments and confirmed the specific translations requested for each student/enrollment. The verification revealed that the majority of the Braille requests fell within DRC's contractual scope for Braille (60 of the 79 requests were for UEB translations). The Braille requests that fell outside of DRC's scope consisted of 18 requests for Nemeth versions and one request for an EBAE translation.

To help control costs, DRC proposed an approach that would limit the Braille translations to the two most-requested versions at each grade/subject (versus strictly a contracted and uncontracted UEB version for each grade/subject). This approach would result in the vast majority of the needed translations being completed at no additional cost to PDE, and it would enable DRC to fulfill all current and additional material requests for those most-requested versions. Only three additional versions would need to be translated in order for DRC to fulfill the requests that fall outside of the most-requested versions.

This proposal includes pricing for the translation of the three PSSA Braille versions that are needed in addition to the 28 contractual, most-requested translations.

BRAILLE TRANSLATIONS DETAIL

The following table displays the 28 Braille versions that will be considered as included in DRC's contractual Braille budget ("No Cost to PDE" column), the versions that are required beyond the contractual budget ("Additional Costs" column), and the versions that have not been requested and will not be translated ("Not Available from DRC for Additional Materials Requests" column).

Grade/Subject	No Cost to PDE		Additional Costs	Not Available from DRC for Additional Materials Requests			
	Translation 1	Translation 2	Additional Translation	NOT Translated 1	NOT Translated 2	NOT Translated 3	NOT Translated 4
Grade 3 ELA	UEB-contracted	UEB-uncontracted	(none)	EBAE-contracted	EBAE-uncontracted		
Grade 4 ELA	UEB-contracted	UEB-uncontracted	(none)	EBAE-contracted	EBAE-uncontracted		
Grade 5 ELA	UEB-contracted	UEB-uncontracted	(none)	EBAE-contracted	EBAE-uncontracted		
Grade 6 ELA	UEB-contracted	UEB-uncontracted	EBAE-contracted		EBAE-uncontracted		
Grade 7 ELA	UEB-contracted	UEB-uncontracted	(none)	EBAE-contracted	EBAE-uncontracted		
Grade 8 ELA	UEB-contracted	UEB-uncontracted	(none)	EBAE-contracted	EBAE-uncontracted		
Grade 3 Math	UEB-contracted	UEB Nemeth-contracted	UEB Nemeth-uncontracted	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	
Grade 4 Math	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted
Grade 5 Math	UEB-contracted	UEB Nemeth-contracted	UEB-uncontracted	EBAE-contracted	EBAE-uncontracted		UEB Nemeth-uncontracted
Grade 6 Math	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted
Grade 7 Math	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted
Grade 8 Math	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted
Grade 4 SCI	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted
Grade 8 SCI	UEB-contracted	UEB Nemeth-contracted	(none)	EBAE-contracted	EBAE-uncontracted	UEB-uncontracted	UEB Nemeth-uncontracted

With this approach, all 31 versions listed in the first three columns will be translated and produced to fulfill the existing orders. These same 31 versions will be available for any new orders. All versions from the last four columns will not be translated, and DRC will not be able to fulfill any new Braille requests for those versions. In the unlikely event that one of these versions is requested, DRC will work with PDE Assessment and Special Education staff to provide the necessary documents for the AIM Center to produce and deliver the special translation.

TIMELINE AND PRICING

The Braille costs in DRC’s contract/budget are a direct reflection of the costs DRC incurs from the American Printing House for the Blind (APH) to produce the accommodated materials. As such, DRC will need to pass the costs to PDE for the three versions that exceed the contractual obligation. The pricing to translate the additional versions is provided below and will be applied against PDE’s existing credits for the 2017-18 fiscal year.

2108 PSSA Braille Translations	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
Additional Braille Translations	\$11,223.75	-	-	-

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
 Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
 Lonny Wittnebel Joseph Muench Kevin Trenholm Bobbi Fehrmann



July 31, 2017

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC’s contract with PDE for the Pennsylvania System of Assessments (contract number 4400015274).

EXPANDED BRAILLE TRANSLATIONS – 2017/2018 WINTER KEYSTONE EXAMS

BACKGROUND

PDE’s Bureau of Special Education has produced guidelines for the transition of instructional and assessment Braille materials to Unified English Braille (UEB). The transition plan recommends a full implementation of UEB materials in the 2017-2018 school year; however, additional information gathered by PDE’s Special Education and Assessment teams indicates that not all Pennsylvania students will be prepared for UEB assessment materials for the 2017/2018 Winter Keystone Exams. In response, PDE has requested that DRC configure the Winter Keystone enrollment system so that LEAs are able to order Braille materials in English Braille American Edition (EBAE), UEB, and UEB-Nemeth.

Based on the outcome of the Braille enrollments collected, PDE will make a final determination of whether to translate all versions or only those versions for which enrollments are provided. **Note:** DRC’s contract for the Pennsylvania System of Assessments includes costs for the production of contracted and uncontracted UEB tests for the Winter Keystone Exams; therefore, any additional translations will exceed the contractual requirements for Braille. To help control costs, PDE will have the option to limit the translation/production to the specific versions requested via the Braille enrollments.

This proposal includes pricing for the translation of all Winter Keystone Exams materials into EBAE, UEB, and UEB-Nemeth (Algebra I and Biology). The proposal will be updated to include pricing to translate only the requested Braille enrollments after the Winter Keystone Exams Enrollment System closes. (Pricing for the spring assessments will be developed separately upon PDE’s request.)

SCOPE DESCRIPTION AND OPTIONS

Option 1 – All tests translated

The following table identifies the translated versions that are included in the contract (indicated by an “X”) and the additional versions that would be translated if PDE chooses to make all translations available to the field (regardless of whether the translation was requested via the enrollment system). Within this option, the UEB versions (without Nemeth) are considered as the contractual baseline and all EBAE and Nemeth versions are considered additional scope. This option would allow DRC to fulfill requests for any of the Braille translations, including those made during the additional material process.

All Tests Translated

	Literature				Algebra I				Biology							
	EBAE		UEB		EBAE		UEB		EBAE		UEB					
	EBAE Contracted	EBAE Uncontracted	UEB Contracted	UEB Uncontracted	EBAE Contracted	EBAE Uncontracted	UEB Contracted	UEB Uncontracted	UEB-Nemeth Contracted	UEB-Nemeth Uncontracted	EBAE Contracted	EBAE Uncontracted	UEB Contracted	UEB Uncontracted	UEB-Nemeth Contracted	UEB-Nemeth Uncontracted
2017/2018 Winter Keystone Exams	O	O	X	X	O	O	X	X	O	O	O	O	X	X	O	O

X: Included in contract; no additional cost

O: Not included in contract; additional scope

Option 2 – Base and enrollment-requests translated

With Option 2, UEB would be considered the contractual base. The availability of other translations would be strictly limited to EBAE and Nemeth versions requested via Braille enrollments. (The EBAE and Nemeth translations would be additional scope.) **Important Note:** With this option, DRC’s Braille-translation vendor would translate the UEB versions and only the specific EBAE and Nemeth versions for which enrollments are provided. Versions without enrollments would not be translated, and DRC would not be able to fulfill any extra Braille requests that fall outside of what was translated.

TIMELINE AND PRICING

The pricing to translate the 2017/2018 Winter Keystone Exams into all Braille versions (Option 1) is provided below. An adjusted pricing to limit the translations to those versions requested via Braille enrollments will be provided upon completion of the enrollment process for the Winter Keystones, if requested.

Winter Keystone Braille Translations	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
Option 1 – All Tests Translated	\$57,203	-	-	-
Option 2 – Base and Enrollment-Requests Translated	TBD	-	-	-

Pennsylvania Pricing – Expanded Braille 17/18 Winter Keystone Exams

07.31.17

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Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller

Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
 Lonny Wittnebel Joseph Muench Kevin Trenholm Bobbi Fehrmann



January 18, 2018

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (contract number 4400015274).

EXPANDED BRAILLE TRANSLATIONS – 2018 SPRING KEYSTONE EXAMS

BACKGROUND

At PDE's request, DRC configured the eDIRECT enrollment systems so that LEAs would have the opportunity to order Braille materials in Unified English Braille (UEB), UEB-Nemeth, and English Braille American Edition (EBAE). The purpose of the expanded options was to address the fact that not all Pennsylvania students are prepared to take UEB versions of the assessments. **Note:** DRC's contractual budget for Braille includes the translation of contracted and uncontracted UEB versions of each assessment. The addition of a UEB version with Nemeth was not included in DRC's proposal, and the expectation was that EBAE versions would be phased out entirely.

After the Spring Keystone Braille enrollments were collected, DRC confirmed the specific translations requested for each student/enrollment. The verification revealed that 22 of the 27 Braille requests were for two translations: EBAE-contracted and UEB-contracted. Five requests were for UEB translations with Nemeth.

To help control costs, PDE requested that DRC consider the two most-requested versions for each subject as the contractual baseline for Braille (versus a contracted and uncontracted UEB version for each subject). This approach results in the majority of the translations falling under DRC's contractual obligations (no additional cost to PDE). It also enables DRC to fulfill all current and additional material requests for those most-requested versions. Only two additional versions need to be translated in order for DRC to fulfill the requests that fall outside of the most-requested versions.

This proposal includes pricing for the translation of the two Braille versions of the Spring Keystone Exams that are needed in addition to the six contractual, most-requested translations.

BRAILLE TRANSLATIONS DETAIL

The following table displays the six Braille versions that will be considered as included in DRC's contractual Braille budget ("Contractual Versions" column), the versions that are required beyond the contractual budget ("Additional Versions" column), and the versions that have not been requested and will not be translated ("Versions that will NOT be translated" column).

Subject	Contractual Versions (No additional costs)		Additional Versions (Costs)	Versions that will NOT be translated		
	EBAE Contracted	UEB Contracted	UEB with Nemeth Contracted	EBAE Uncontracted	UEB Uncontracted	UEB with Nemeth Uncontracted
Algebra I	4	4	1	0	0	0
Biology	5	3	4	0	0	0
Literature	5	1	N/A	0	0	N/A

With this approach, the eight versions listed in the first three columns will be translated and produced to fulfill the existing orders. These same eight versions will be available for any new orders. All versions from the last three columns will not be translated, and DRC will not be able to fulfill any new Braille requests for those versions. If one of these versions is requested, DRC will work with PDE Assessment and Special Education staff to provide the necessary documents for the AIM Center to produce and deliver the special translation.

TIMELINE AND PRICING

The Braille costs in DRC’s contract/budget are a direct reflection of the costs DRC incurs from the American Printing House for the Blind (APH) to produce the accommodated materials. As such, DRC will need to pass the costs to PDE for the two versions that exceed the contractual obligation. The pricing to translate the additional versions is provided below and will be applied against PDE’s existing credits for the 2017-18 fiscal year.

2108 Spring Keystone Exams Braille Translations	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
Additional Braille Translations	\$9,640.50	-	-	-

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: Ray Young Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
 Lonny Wittnebel Joseph Muench Kevin Trenholm Bobbi Fehrmann

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: J. Weiss

NEED:

~~Translation to Braille~~

Anticipated Need

Required Need

URGENT Need

Justification:

ADA compliance for all 3 Assessment Windows

Estimated Cost: \$ \$77,000 ^{\$11,223.75} _{\$66,843.50}

APPROVAL TO REQUEST PRICING:

Brian Zell Bureau Director _____ Date

Deputy Secretary _____ Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Assist. Bureau Director _____ Date

Bureau Director _____ Date
[Signature] Deputy Secretary 5/29/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.



August 18, 2017

Brian Campbell, Director
Department of Education, Bureau of Curriculum, Assessment and Instruction
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

CDT ITEM-REVIEW MEETING: REVISED SPECIFICATIONS

BACKGROUND

Item replenishment for the Classroom Diagnostic Tools (CDT) is planned to occur in year three (2017-2018) of DRC's contract for the Pennsylvania System of Assessments. This includes an educator review of the newly-written items scheduled to occur in winter 2018. Per the Request for Proposal (RFP) for the PSA, PDE has indicated that the educator review of the replenishment items should occur as a face-to-face meeting in Pennsylvania.

The RFP contained specifications for the face-to-face meeting; however, based on the large amount of items (4,500 total) and DRC's broad understanding of PDE's expectations for committee-review meetings, we are recommending an expansion of the number of attendees and the group configurations. This expansion aligns closely to the type of specifications PDE has required for past (and ongoing) item-review meetings and will ensure an efficient process that produces a defensible assessment.

This price proposal provides the costs that exceed what is included in DRC's budget to facilitate an expanded item-review meeting.

ATTENDEES AND GROUP CONFIGURATIONS

The table below outlines the differences between what was required by the RFP and what is included in our proposed solution.

Element	RFP	Proposed
DRC Attendees	5	16-17 people (assume one per committee + CT and coordination staff)
Committee Members	36	Approximately 77 total (5-6 people per grade span)
Number of days	5	5 (no change)

The following table displays DRC's proposal to split the committee members into groups of 5-6 educators by grade span in order for all items to be reviewed within a week. (This cuts down on the travel burden for the Pennsylvania educators.) The table below also outlines the number of items that DRC proposes will be reviewed by each committee and the number of days needed for the reviews.

Committee	Subject	Grade/Course	Number of items	# Days
1	Math	K-4	420	4.5
2		5-7	380	4.5
3		8, Alg I	400	4.5
4		Geo, Alg II	200	2.5
5	Reading/Lit	K-3, 1/3 of 4	300	4.5
6		2/3 of 4, 5	300	4.5
7		6-8	300	4.5
8		Lit	300	4.5
9	Science	K-5	300	4
10		6-8	300	4
11		Bio, Chem	400	5
12	Writing	K-5	300	4
13		6-8	300	4
14		Eng Comp	300	4
			4500	

TIMELINE AND PRICING

DRC is proposing to hold the item review at our King of Prussia scoring center to eliminate meeting room rental fees. Additionally, we are proposing to facilitate online reviews (using the scoring center’s computers) to eliminate the cost for the production of item binders. However, there will be cost increases for DRC staff and committee members. This would include the costs for hotel, meals, and travel reimbursement for the additional Pennsylvania educators, as well as travel and labor for the increased DRC staff.

The pricing for the expansion of the CDT item-review meetings would be applied to PDE FY 17-18 of the PSA contract as outlined below.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
Revised CDT Item-Review Meeting Specifications	\$130,493	-	-	-

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Stacey Larsen

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education
Bureau/Office: Curriculum, Assessment and Instruction

Requestor:
Contractor: Rich M. / John W.

NEED:

Anticipated Need Required Need URGENT Need

Justification: CDT item Review

Estimated Cost: \$ 130,000 (Actual \$130,493.00)

APPROVAL TO REQUEST PRICING:

Brian O'Neil Bureau Director _____ Date

Deputy Secretary _____ Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Assist. Bureau Director _____ Date

Bureau Director _____ Date
[Signature] Deputy Secretary 5/29/11 Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. Program Office will complete a PO Change Order.



September 25, 2017

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

2018 PSSA: REPORTING MATH & SCIENCE SEPARATELY FROM ELA

BACKGROUND

The test reduction designs that are being implemented for the 2018 PSSAs are of enough significance that the ELA assessment will undergo a Standards Validation in early-summer 2018. Consequently, student scores on the ELA assessment cannot be generated and released until the standards have been validated and have received the appropriate approvals.

PDE understands that the standards validation will delay the release of ELA scores and will likely impact the schedule for all subsequent accountability reporting. However, the Math and Science assessments are not subject to the same delays to the final scoring and analysis. As such, both of those subjects could move forward through the normal scoring, analysis, and reporting processes separately from the ELA results.

DRC is contractually bound to produce one set of reports that includes all subjects (i.e., PDE student files, District Student Data Files, and student reports are produced once and include all subjects). Given that a delay to reporting all PSSA subjects could be received negatively in the field, PDE has asked that DRC provide an estimate for reporting Math and Science ahead of ELA.

The scope of this pricing effort will be for the 2017-18 program year only and will be limited to separating the reporting for the PDE student files, the PSSA Student Performance Files, and the PSSA Parent Letters. All other PSSA reporting (accountability files, district/school summaries, Data Interaction, and ISRs) will include all three subjects.

HIGH-LEVEL SCOPE DESCRIPTION AND ASSUMPTIONS

The following provides a general overview of the impact the dual reporting will have on the PSSA program.

Psychometrics (DRC internal) Files

- Production/maintenance of separate internal student files for Math/Science analyses and ELA analyses

Psychometrics Analysis

- Full post-equating analysis and production of a Math and Science equating document on a schedule similar to the annual production of the PSSA equating document
 - The Math & Science equating will be reviewed/approved by TAC at the June 2017 meeting

PDE Student Files

- Production/maintenance of separate PDE student files for Math/Science and ELA
 - The same layout will be applied to both files
 - The Science and Math data will be the same in both files; ELA data will be added to the second file

Student Performance Files

- Production and delivery of separate Student Performance Files (posted to eDIRECT) for Math/Science and ELA
 - The same file layout will be applied for both releases
 - The Science and Math data will be the same in both files; ELA data will be added to the second release

Parent Letters

- Production and delivery of separate Parent Letters (posted to Data Interaction) for Math/Science and ELA
 - The same processes and requirements will be applied to both releases
 - The Science and Math scores will be the same in both Parent Letter releases; ELA scores will be added to the second release.

Grades 3 – 8 Attributions System

- No changes—one system for all PSSA subjects

Accountability Student Files (PDE, vendor, and District Student Data Files)

- No changes—one version of the accountability files for all PSSA subjects

SPP Summaries/Required Federal Reporting Measures (RFRM)

- No changes—accountability files will be used for SPP and RFRM

PSSA District/School Summaries

- No changes—one version of the PDE summary files and electronic summary reports for all PSSA subjects

PSSA Data Interaction

- No changes—Data Interaction will be populated with the final, all-subject accountability data

TIMELINE AND PRICING

The pricing to release the 2018 PSSA Mathematics and Science results in advance of the ELA results is provided below. Upon approval, DRC will collaborate with PDE to determine the final dates on which the 2018 Mathematics, Science, and ELA results will be released.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
2018 PSSA: Dual Reporting	\$36,159	-	-	-

Pennsylvania Pricing – Dual Reporting in 2018

09.25.17

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Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
 Lonny Wittnebel Joseph Muench Bobbi Fehrmann

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor: Campbell, Brian W.

Contractor: DRC

NEED:

Sending results of tests seperately to speed-up reporting turn around. Especially if ELA test undergoes Standard setting

Anticipated Need

Required Need

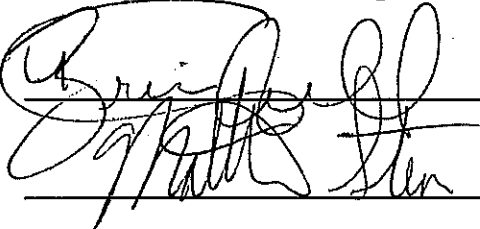
URGENT Need


Justification:

tasked by Secretary to speed up reporting through shuted test format

Estimated Cost: \$ ~~TBD?~~ \$36,159

APPROVAL TO REQUEST PRICING:

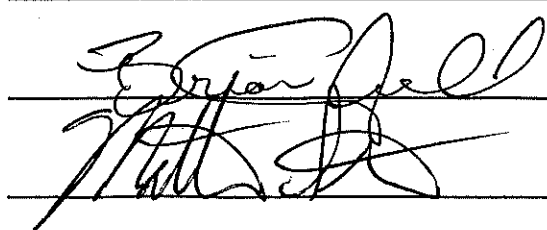
 Bureau Director 9/13/17 Date

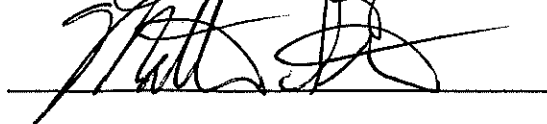
 Deputy Secretary 9/20/17 Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

_____ Assist. Bureau Director _____ Date

 Bureau Director 5/21/18 Date

 Deputy Secretary 5/29/18 Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. Program Office will complete a PO Change Order.



November 07, 2017

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC’s contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

2016-17 KEYSTONE EXAMS—ECONOMICALLY DISADVANTAGED DATA CORRECTIONS

BACKGROUND

Shortly after the release of the 2017 Accountability data files, PDE became aware that a number of districts had incorrect or unexpected Economically Disadvantaged (E.D.) n-counts. Research by the Department uncovered an issue with the PIMS E.D. data that was passed to DRC for accountability reporting. In response, PDE and DRC collaborated on an effort to enable specific districts to correct their data, which ultimately resulted in DRC’s production of new PDE/vendor student files, new District Student Data Files (for the affected districts), and new SPP files. The re-work was limited to accountability reporting and the associated costs incurred by DRC (\$20,839) were not passed along to PDE.

During the correction of the accountability data, PDE became aware that the same PIMS issue caused the inclusion of incorrect E.D. data in the files DRC used to report the three 2016-17 Keystone administrations. The correction of Keystone data was not included in the scope of the accountability-reporting re-work. However, after additional research by PDE, the Department has determined that similar corrections to the 2016-17 Keystone E.D. data are needed to support future SAS/PVASS reporting.

The scope of this pricing effort includes (and is limited to) DRC’s management of a correction process and the production of updated PDE/vendor student files for the 2016 Summer Keystone Exams, the 2016/2017 Winter Keystone Exams, and the 2017 Spring Keystone Exams.

HIGH-LEVEL SCOPE DESCRIPTION AND ASSUMPTIONS

The following provides an overview of Keystone corrections scope, as well as DRC’s assumptions regarding what the scope will include.

Three 2016-17 administrations

DRC will be process the corrections and produce updated PDE/vendor student files for the following administrations of the Keystone Exams.

- 2016 Summer Keystone Exams
- 2016/2017 Winter Keystone Exams
- 2017 Spring Keystone Exams

Each administration will be managed separately (i.e., districts will need to update separate files for each administration, and DRC will be produce updated student files for each administration).

Limited to predetermined LEAs

With the possible exception of adding the Reading SD, the 27 LEAs that will be given the opportunity to update Keystone E.D. data are the same LEAs that processed updates for 2017 accountability reporting.

Laurel Highlands | McGuffey | Academy Charter School | Pittsburg | Avonworth | Pine-Richland
Deer Lakes | East Allegheny | Plum Borough | Tidioute Community CS | New Kensington-Arnold
Columbia Borough | Steelton-Highspire | Upper Dauphin Area | Mifflinburg Area | Southern Tioga
Lakeland | East Stroudsburg Area | Bensalem Township | PA Virtual CS | Pennsylvania Leadership CS
Marple Newtown | Southeast Delco | World Communications CS | Central Valley | North Schuylkill
Boys Latin of Philadelphia | *Reading School District*

Process for facilitating E.D. updates

DRC will produce an “E.D. Update File” for each administration of the 2016-17 Keystone Exams in which an LEA participated.

- The files will contain all of the student records that were included in the LEA’s District Student Data File (DSDf) for a given administration.
- The E.D. update files will include non-editable student-identify information and one editable field for each student’s E.D. designation.
- The LEAs will be required to update the students’ E.D. statuses in each file (i.e., the same student will need to be updated in multiple files if he/she participated in more than one 2016-17 Keystone Exam).
- PDE will facilitate the distribution and collection of all E.D. update files from the LEAs.
- The LEAs will be required to provide PDE with updated E.D. n-counts with the submission of their files.

No changes to published reports or systems

The scope of the E.D. updates will be strictly limited to the production of new PDE/vendor student files for the three 2016-17 Keystone administrations. Updates will not be made to the following reports/systems.

- District Student Data Files (all three administrations)
- District/School Summary Reports (all three administrations)
- Data Interaction (all three administrations)

Proposed schedule

The following high-level schedule will require that the LEAs are informed of their opportunity to participate in the Keystone E.D. corrections prior to December 1.

- 12/01/2017 – DRC sends E.D. update files to PDE (one per site, per administration)
- 12/04/2017 – PDE sends files to participating LEAs
- 12/15/2017 – DRC receives all updated files
- 12/18-12/22 – DRC/PDE clean up any file issues/discrepancies
- 01/22/2018 – DRC delivers updated Student Data Files to PDE and SAS

PRICING

The pricing for the Keystone E.D. data corrections will be applied to PDE's 2017-18 fiscal year as outlined in the table below. The new costs will be applied against PDE's existing credits for the 2017-18 fiscal year.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
2016-17 Keystone Exams: E.D. Data Corrections	\$11,545	-	-	-

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Bobbi Fehrmann



November 29, 2017

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

2017 ACCOUNTABILITY REPORTING – FINAL CORRECTIONS

BACKGROUND

After the release of the 2017 Accountability data files, PDE became aware that a number of LEAs had incorrect or unexpected Economically Disadvantaged (E.D.) n-counts. These sites were contacted and given the opportunity to submit revised data to PDE/DRC to correct their final reports and SPP results. The rework required the production of new PDE/vendor student data files, District Student Data Files (DSDf), and School Performance Summary (SPP) files. The associated costs of \$20,839 were not passed along to PDE.

After the release of the SPP, PDE became aware of three other districts with incorrect data. The Millville and Bethlehem-Center school districts had attributed all of their grade 11 records to the State, and the majority of the grades 4-6 students at the South Allegheny school district had incorrect Full Academic Year (FAY) statuses. In addition, the Reading school district requested that they get a second opportunity to correct their Economically Disadvantaged data (the district had declined the previous opportunity to correct the data).

The corrections from the first round of accountability-reporting rework were incorporated into the PDE/vendor files, SPP files, DSDf, District/School Summary Reports, and Data Interaction. For the corrections of the data for these four LEAs, PDE is requesting that the updates are made to the PDE/vendor files, SPP files, and the Required Federal Reporting Measures website (RFRM). PDE is fully aware that the updates may cause these districts' data to be out of sync with the DSDf, summary reports, and Data Interaction.

The scope of this pricing effort includes (and is limited to) the production of updated PDE/vendor accountability student files and SPP files and incorporating the updated accountability data in the release of the 2017 RFRM.

HIGH-LEVEL SCOPE DESCRIPTION AND ASSUMPTIONS

The following provides an overview of accountability-reporting corrections included with this scope.

Restricted Participation and Corrections

The information below defines the districts that will be included and the type of correction that will be accepted from each district.

- Millville Area School District
 - Re-attribute grade 11 students from the State to the Millville Area JSHS

- Bethlehem-Center School District
 - Re-attribute grade 11 students from the State to the Bethlehem Center SHS
- South Allegheny School District
 - Correct the FAY status of students in grades 4, 5, and 6
- Reading School District
 - Correct the E.D. status of students in grades 3-8 and 11

Process for facilitating FAY and E.D. corrections

DRC will produce an “Update File” for South Allegheny and Reading to provide the necessary student level updates.

- The files will contain all of the student records that were included in the districts’ Accountability Reporting DSDFs.
- The update files will include non-editable student-identifying information and one editable field for each student’s FAY or E.D. designation.
- PDE will facilitate the distribution and collection of the update files.
- The districts will be required to provide PDE with updated FAY or E.D. n-counts with the submission of their files.

Process for updating attributions

To eliminate the possibility for Millville or Bethlehem-Center to provide incorrect or invalid attributions, DRC will move the districts’ grade 11 students from the State back to each district’s high school.

- DRC will select all of the districts’ grade 11 records from the PIMS accountability-reporting file that are currently attributed to the State.
 - Attributions that were processed to move any of these grade 11 students to a location other than the State will not be reversed.
- If the districts have specific student records that should remain at the State or should be attributed to the district only, that information will need to be provided to DRC in the file (i.e., the districts will need to provide specific attribution info only if a student will not be attributed to the high schools.)

No changes to published reports or systems

The scope of the accountability-reporting corrections will be strictly limited to the production of new PDE/vendor student files and SPP files (and will be used for the production of the RFRM). Updates will not be made to the following reports/systems.

- District Student Data Files
- District/School Summary Reports
- Data Interaction

Proposed schedule

The following high-level schedule is designed to allow DRC to process these corrections concurrently with the separate corrections to the 2016-17 Keystone data files.

- 12/08/2017 – DRC sends district files to PDE
- 12/15/2017 – PDE returns updated files to DRC
- 12/18 – 12/19 – DRC validates files; resolves any discrepancies with PDE
- 01/15/2018 – DRC delivers updated SPP files

PRICING

The pricing for the second round of data corrections for 2017 accountability reporting will be applied to PDE's 2017-18 fiscal year as outlined in the table below. The new costs will be applied against PDE's existing credits for the 2017-18 fiscal year.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
2017 Accountability Reporting – Final Corrections	\$13,732	-	-	-

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: John Weiss Donna Stewart Shaundra Sand Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Bobbi Fehrmann

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor:

NEED: DRC to re submit 3 keystone Assessment files to Districts for correction, then re-process Administration data

 Anticipated Need

 Required Need

URGENT Need

Justification: Need to correct PVAAS data.

2 year Average for ESSA designation not possible for 26 Districts without it.

Estimated Cost: \$ ~~150,000~~ \$25,277

APPROVAL TO REQUEST PRICING:

[Signature] Bureau Director 11/13/17 Date
[Signature] Deputy Secretary 11/13/17 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

 Assist. Bureau Director Date
[Signature] Bureau Director 5/21/18 Date
[Signature] Deputy Secretary 5/29/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.

June 23, 2017

Brian Campbell, Director
Bureau of Curriculum, Assessment, and Instruction
Pennsylvania Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review pricing information related to DRC's contract with PDE for the Pennsylvania System of Assessments (PSA) (contract number 4400015274).

PRINTING CDT INDIVIDUAL MAPS WITH ELIGIBLE CONTENT INFORMATION

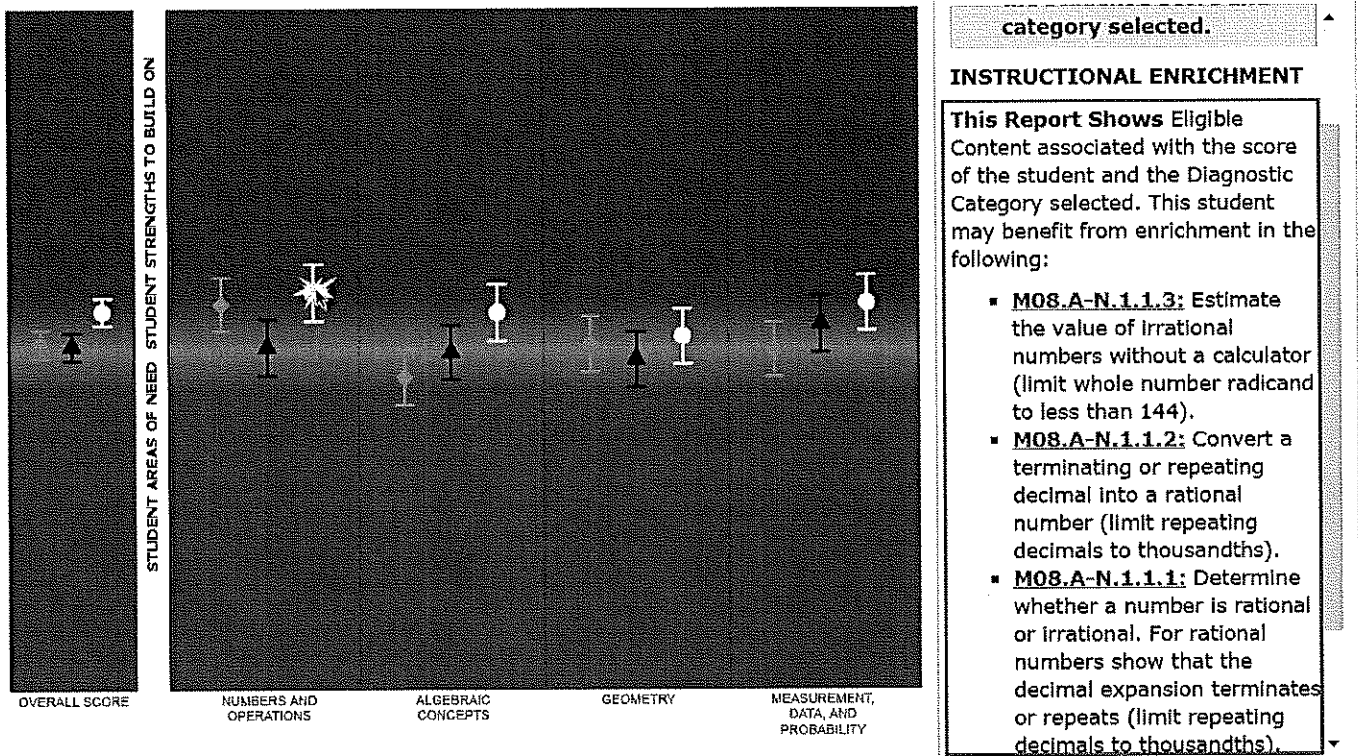
BACKGROUND

The Classroom Diagnostic Tools (CDT) are a set of online assessments designed to measure specific student strengths, weaknesses, skills, and knowledge throughout the school year to help guide instruction and remediation. A key component of the CDT is the Interactive Reports, which enable users to receive customizable reports for individual students or groups of students.

The CDT Core Team and PDE have requested a price for DRC to change the PDF output on the Individual Student Map to include eligible content (EC) information specific to the student's score in each diagnostic category (DC). This pricing memo includes the cost for DRC to adjust the PDF output to capture the requested EC information.

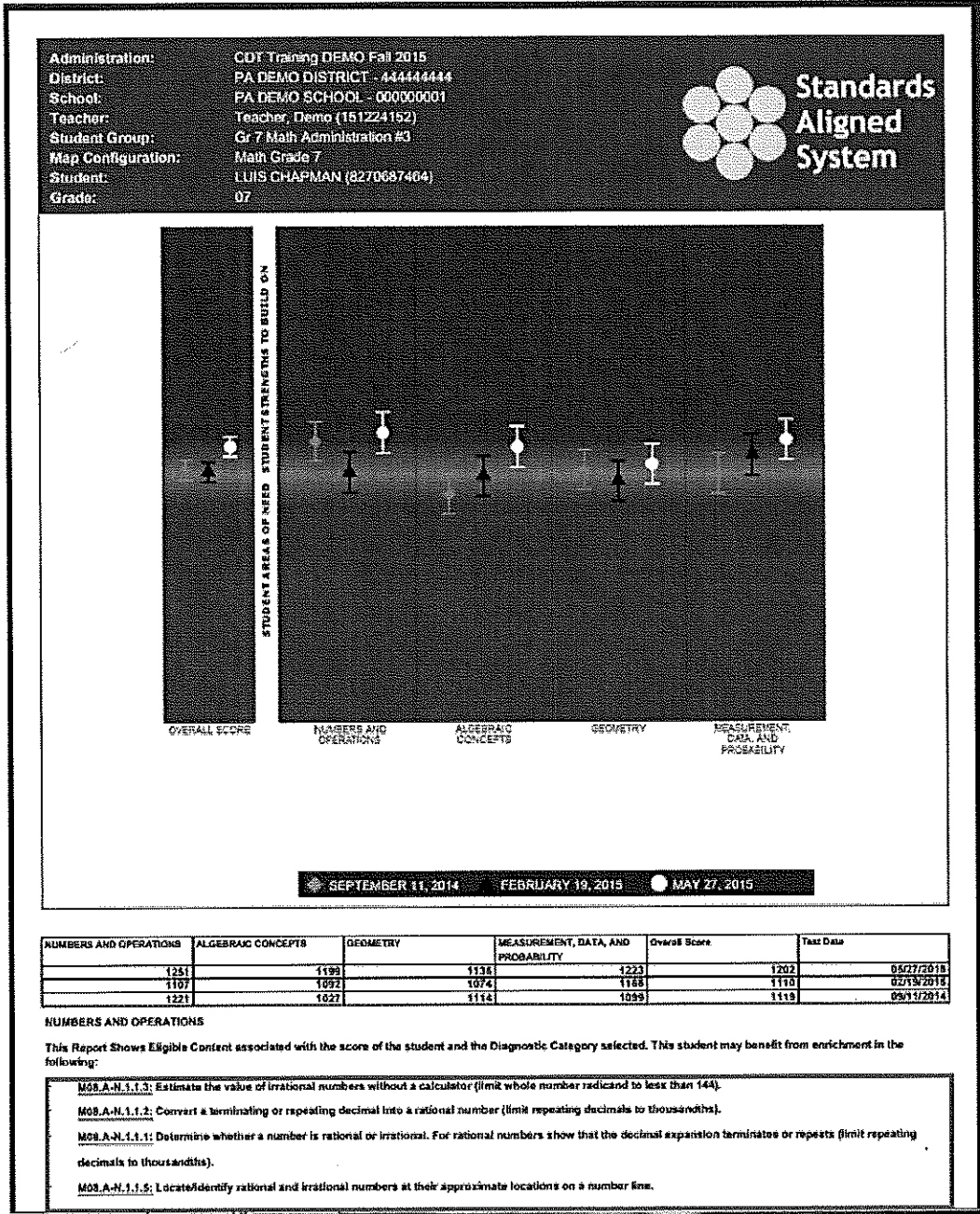
VIEW OF INDIVIDUAL MAP

Below is a screenshot of the individual map after a white dot is selected in a diagnostic category to “show eligible content.” The EC displayed on the right side is specific to the DC selected and to the student’s score for that category.



CURRENT PDF OUTPUT OF INDIVIDUAL MAP

Below is a picture of the current PDF output if an EC is displayed in the map itself – the EC for the DC chosen will print out with hyperlinks to materials and resources on the SAS website at the bottom of the report. The EC currently only prints if a DC is chosen in the map and only the EC for the chosen DC will print (i.e., currently you cannot print multiple EC on the PDF output).



DESIRED PDF OUTPUT OF INDIVIDUAL MAP

Since the PDF output can displayed/printed from two different areas of the CDT Interactive Maps, this proposal includes printing from both areas.

1. **Printing on a case-by-case basis from the Individual Map:** In this proposal, eligible content associated with each of the student’s most recent scores would display on the PDF output of the Individual Map with hyperlinks to materials and resources on SAS. The EC information displayed would be specific to the score the student received in each diagnostic category and in the overall score column. (Recall that only the icon for the most recent test can be selected in the Individual Map itself so only EC for the most recent test event would display on the PDF output.)
2. **Batch printing all PDFs for the student group from the Group Map:** Currently there is a button at the bottom of the Group Map page to Export Individual Reports. (See screenshot below.) This enables a teacher to batch print all the individual PDFs for students in a student group at the same time. No EC codes are displayed with the current batch export functionality.

This proposal includes adding a button that gives users the option to export all individual reports for the student group with the score-specific EC displayed on each individual report. We recognize that printing the EC for each DC will increase the pages so that is why we want to give the users the option to print with or without the EC, depending on their purposes. The new button could be called something like: “Export Individual Reports with Eligible Content.” Information about what would display in the PDF output is the same as would be displayed by printing individually.

<input type="checkbox"/>	VICTORIA	MORALES	8006324379	956	1046	962	921	969	05/29/2015
<input type="checkbox"/>	STEPHANIE	PEREZ	9502340256	1023	954	1015	971	991	05/26/2015
<input type="checkbox"/>	KELLY	PETERSON	9190782933	1322	1309	1261	1229	1281	05/29/2015

Show Selected Students
Export to CSV
Export to PDF
Export to Zip
Export Individual Reports

TIMELINE AND PRICING

The release of the new functionality is targeted for late winter/early spring 2018. The final timeline will be discussed upon approval. For this pricing, DRC is assuming that the work would take place in PDE fiscal year 2017-2018. Although there are hours associated with system maintenance in the out years, DRC will not be passing on those costs to PDE.

	PDE FY 2017-2018	PDE FY 2018-2019 and Beyond
CDT Printing Individual Maps with EC Information	\$22,565	N/C

Please let me know if you have any questions about this scope.

Sincerely,

Shaundra Sand
Data Recognition Corporation

Cc:

John Weiss
Lonny Wittnebel

Ray Young
Jennifer Eastman

Rich Maraschiello
Joseph Muench

Jim Domen
Christian Schiller

Doug Russell
Stacey Larsen

Request for Program Pricing related to existing Contracted Services

#7

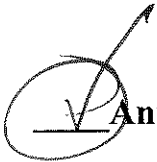
PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: DRC

NEED:



Anticipated Need

Required Need

URGENT Need

Justification:

J. Wiess & R. Maraschiello will investigate cost of printing individual CDT maps w/ Eligible content information.

Estimated Cost: \$ 22,505

APPROVAL TO REQUEST PRICING:

Signatures and dates for Bureau Director (6/23/17) and Deputy Secretary (6/4/18)

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Signatures and dates for Assist. Bureau Director, Bureau Director (6/4/18), and Deputy Secretary (6/4/18)

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. Program Office will complete a PO Change Order.

November 14, 2017

Brian Campbell, Director
Bureau of Curriculum, Assessment, and Instruction
Pennsylvania Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review pricing information related to DRC's contract with PDE for the Pennsylvania System of Assessments (PSA) (contract number 4400015274).

CDT TRAINING WEBSITE

BACKGROUND

The Classroom Diagnostic Tools (CDT) Core Team and PDE have requested a price for DRC to develop a centralized location on the internet where all materials developed by the CDT Core Team can be housed and accessed. This document outlines DRC's recommended approach and pricing.

CORE TEAM VISION

The CDT Core Team has outlined their vision as follows:

- Easy to access without having to go through multiple layers
- Ability of core team leaders to:
 - Post new training
 - Edit content on the site (e.g., announcements)
- Ability for users throughout the Commonwealth to access the site and utilize the content
 - Potentially 100s of users

The CDT Core team would like to house several types information on the website

- Report training simulations
- Training modules, which contain multiple files (e.g., video/audio, PowerPoint, PDFs)
- Stand-alone documents (e.g., FAQ)
- Links to eDIRECT and potentially other websites
- Training videos

APPROACH

The DRC team provided members of the CDT Core Team and PDE with three implementation options during a face-to-face meeting that occurred on October 10, 2017. The option chosen was the expanded utilization of Google G-Suite:

- Use **Google Sites** for user interface; public URL; managed permissions
- Use **Google Forms** for quizzes and post-module assessments
- Use **Google Drive** for Content Hosting
- Use **Google Calendar** for event planning; notifications, reminders

The CDT Core Team currently uses Google's ScreenCastify for producing screen capture videos, which they will continue to use with this new interface. (That is, this scope does not include DRC-provided/licensed learning development software like Camptasia, BrainShark, or Articulate Storyline.)

The site should be set up with the following permissions/roles:

- View Only – Majority of users in the field
- Comment – members of the CDT Core Team, PDE, and DRC (EPM)
- Edit – CDT Core Team leads, PDE, and DRC (EPM)

TIMELINE AND PRICING

The release of the new functionality is targeted for August 2018. The final timeline will be discussed upon final approval. For this pricing, DRC is assuming that the work would take place in PDE fiscal year 2017-2018. Although there are hours associated with system maintenance in the out years, DRC will not be passing on those costs to PDE.

	PDE FY 2017-2018	PDE FY 2018-2019 and Beyond
CDT Training Website	\$12,385	N/C

Please let me know if you have any questions about this scope.

Sincerely,

Shaundra Sand
Data Recognition Corporation

Cc:

John Weiss
Lonny Wittnebel

Ray Young
Jennifer Eastman

Rich Maraschiello
Joseph Muench

Jim Domen
Christian Schiller

Doug Russell
Stacey Larsen

Request for Program Pricing related to existing Contracted Services

#8

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: DRA
NEED:

Anticipated Need Required Need URGENT Need

Justification: J. Weiss & R. Mareschiello will investigate cost of updating CST website training materials at request of CST work team

Estimated Cost: \$ 12,385

APPROVAL TO REQUEST PRICING:

[Signature] Bureau Director 11/1/17 Date
[Signature] Deputy Secretary 6/4/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

[Signature] Assist. Bureau Director _____ Date
[Signature] Bureau Director 6/4/18 Date
[Signature] Deputy Secretary 6/4/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.

Rev. April 17, 2018

Brian Campbell, Director
 Bureau of Curriculum, Assessment, and Instruction
 Pennsylvania Department of Education
 333 Market Street
 Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting an adjustment to the scope, timeline, and pricing for the CDT Diagnostic Category-Specific Testing that was initially proposed on July 27, 2017. Adjustments have made to the deliverable schedule as well as to the scope for reporting. You will note that although changes to the pricing were made across years, there is no change to the original total price.

This program pricing is for DRC’s contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

CDT DIAGNOSTIC CATEGORY-SPECIFIC TESTING

BACKGROUND

The Classroom Diagnostic Tools (CDT) are a set of online assessments designed to measure specific student strengths, weaknesses, skills, and knowledge throughout the school year to help guide instruction and remediation. Currently, 13 CDT tests are available for administration, each of which is broken up into 4-5 diagnostic categories (DC).

Math:	Math Gr 3-5	Math (gr 6-8)	Algebra I	Algebra II	Geometry
Reading:	Reading Gr 3-5	Reading/Literature (gr 6-HS)			
Writing:	Writing Gr 3-5	Writing (gr 6-HS)			
Science:	Science Gr 3-5	Science (gr 6-HS)	Biology	Chemistry	

CDT feedback has consistently indicated the field’s desire for targeted CDT tests that measure specific diagnostic categories. In response, the Pennsylvania Department of Education (PDE) and the CDT Core Team are interested in expanding the current CDT functionality to offer shorter CDT tests that measure only one DC at a time. This price proposal outlines the scope involved in changing the CDT in this manner.

DIAGNOSTIC CATEGORY-SPECIFIC TESTS

Below is a summary of the tests that would be available with this scope change. There would be an additional 50 tests added to the CDT (63 tests total).

Math Gr 3-5:	Numbers & Operations	Algebraic Concepts	Geometry	Measurement, Data, and Probability
Math (gr 6-8):	Numbers & Operations	Algebraic Concepts	Geometry	Measurement, Data, and Probability
Algebra I:	Operations w Real Numbers and Expressions	Linear Equations & Inequalities	Functions & Coordinate Geometry	Data Analysis
Algebra II:	Operations with Complex Numbers	Non-Linear Expressions & Equations	Functions	Data Analysis
Geometry:	Geometric Principals	Congruence, Similarity, & Proofs	Coordinate Geometry & Right Triangles	Measurement
Reading Gr 3-5:*	Literature Text (with Vocabulary)	Informational Text (with Vocabulary)		
Reading/Literature (gr 6-HS):*	Literature Text (with Vocabulary)	Informational Text (with Vocabulary)		
Writing Gr 3-5:	Quality of Writing: Focus and Organization	Quality of Writing: Content and Style	Quality of Writing Editing	Conventions: Punctuation, Capitalization, and Spelling
Writing (gr 6-HS):	Quality of Writing: Focus and Organization	Quality of Writing: Content and Style	Quality of Writing Editing	Conventions: Punctuation, Capitalization, and Spelling
Science Gr 3-5	Nature of Science	Biological Sciences	Physical Sciences	Earth/Space Sciences
Science (gr 6-HS)	Nature of Science	Biological Sciences	Physical Sciences	Earth/Space Sciences
Biology	Basic Biological Principles/ Chemical Basis for Life	Bioenergetic/ Homeostasis and Transport	Cell Growth and Reproduction/ Genetics	Theory of Evolution/ Ecology
Chemistry	Properties & Classification of Matter	Atomic Structure & the Periodic Table	The Mole & Chemical Bonding	Chemical Relationships & Reactions

*Note that Reading/Literature DC-specific tests will collapse the existing five DC categories into two tests:

1. Literature Text, includes:
 - Key ideas and details-literature text
 - Craft/structure-literature text
 - Vocabulary
2. Informational Text, includes:
 - Key ideas and details-informational text
 - Craft/structure-informational text
 - Vocabulary

KEY ASSUMPTIONS AND SCOPE

Below is a summary of the scope/assumptions associated with producing, administering, and reporting DC-specific CDTs.

Item Development/IDEAS

- No additional items will be developed for this scope.

Test/Form Construction

- DRC will construct 50 additional CDT tests during year 1 (2017-2018) of this scope.

Reporting Reference Tables

- DRC will update the reference tables (“XREF” and “Learning Progression”) used to populate reporting elements to reflect the 50 additional forms. This work will begin in 2017-2018 and continue into 2018-2019.

CAT Configurations

- DRC assumes that a new DC-specific test will follow the same response probabilities as the parent test.
- PDE will need to make a decision about the number of items per diagnostic category test, which has impact on standard error reporting within the individual map. There are two options for PDE to consider:
 - Use current rules (10-15 per DC, depending on test)
 - Increase the number of items slightly (e.g., 15-18 per DC), which will decrease the standard errors
- If a student is taking a DC test for the first time in a year, the CAT will start the student at his/her grade level. If a DC test is taken multiple times within a year, the CAT engine will start a student at the level of item difficulty he/she left off at the last administration of that DC test.
- DRC’s pricing includes work in year 1 (2017-2018) to determine the exact configurations for the new tests.

eDIRECT Test Setup

- DRC will add 50 additional tests to components of eDIRECT test setup, including additional filters to enable users to more efficiently choose the exact DC test they would like to administer.
- Test tickets will be updated to reflect the assessment and the diagnostic category.
- This work will occur in year 2 (2018-2019).

INSIGHT

- DRC will shepherd an additional 50 forms through the INSIGHT form-approval process prior to operational release beginning in year 2 (2018-2019) of this scope.

- The pricing assumes no changes to:
 - INSIGHT student interface
 - Existing online tutorials
 - Existing OTTs

DC Category Cut Scores

- DRC's proposal assumes using the same cut scores as main test (i.e., no standard validation/setting process is needed).

Reporting

- DRC will develop the reporting for the diagnostic-category CDT using new tools. The new reports will include much of the same functionality found in reporting for the full CDT. Much of the report design and user interface work will be done in year 1 (2017-2018). The remaining development work will occur in year 2 (2018-2019).

- Group Reporting: This is reporting for a group of students (e.g., a class) and will include:
 - Graphical Display:
 - Score for each student in the group displayed graphically.
 - Include hover-over or other means to identify a student in the graph, to include the student's name, score, test date, and PA Secure ID.
 - Scores for multiple test events displayed graphically to show progress over time.
 - Includes ability to choose a student on the graphical display and the system will highlight that student's score in each test event.
 - Include hover-over functionality described above.
 - Ability to choose a subset of the students for small group instruction.
 - Ability to display eligible content codes associated with the scores for small group of students selected.
 - Ability to click on the EC code to link to materials/resources on SAS.
 - Ability to select a different configuration to display graphically the student scores using a different benchmark. (Teachers may want to display scores for grade 7 students testing in September using the grade 6 benchmark.)
 - Table Display:
 - Score for each student in the group displayed in a table.
 - Include last name, first name, PAsSecureID, score, and test date.
 - Include ability to sort on different columns and rearrange columns.
 - Ability to select students in the grid for display in the graphical display described previously.
 - Exports:
 - Ability to export data for the group into a CSV file.
 - Ability to export data for the group into a Zip file.
 - Ability to display graphical and tabular data for the group on a PDF output, including identifying information (school, teacher, group, test).
 - Ability to export the PDFs of each individual report to enable batch printing.
 - Eligible content codes associated with the student/score should be displayed.

- Individual Student Reporting: This is reporting for an individual student and will include:
 - Graphical Display:
 - Score for the student, including scores on multiple test events.
 - Include standard error in the graphical display.
 - Ability to display eligible content codes associated with the student's score.
 - Ability to click on the EC code to link to materials/resources on SAS.
 - Ability to select a different grade configuration to display graphically the student's score(s) using a different benchmark. (Teachers may want to display the score for the student based on the benchmark for the previous grade.)
 - Table Display:
 - Score for each test event, along with the test date.
 - Include ability to sort on different columns and rearrange columns.
 - Exports:
 - Ability to export data for the student into a CSV file.
 - Ability to export a PDF of the student graphics and data.
 - Eligible content codes associated with the student/score should be displayed.
- Individual Eligible Content (EC) Reporting:
 - Display all EC codes associated with the diagnostic category.
 - Include a toggle button to limit the display of EC to only those for which the student received items.
 - Include a hover-over on the EC code to display full EC description, link to a sample item, and a link to Materials and Resources on SAS.
 - Display an indicator of student performance for each EC for which the student received items.
 - Include a hover over indicating the number of items and the total number of point the student received.
 - Include the grade associated with each EC code for which the student received items.
 - Ability to change the grade configuration.
 - Include the ability to export the data into a CSV file.
- Group Eligible Content Reporting:
 - Display all EC codes associated with the diagnostic category.
 - Display all students in the group.
 - Include a toggle button to limit the display of EC to only those for which the students in the group received items.
 - Include a hover-over on the EC code to display full EC description, link to a sample item, and a link to Materials and Resources on SAS.
 - Display an indicator of each student's performance for each EC for which the student(s) received items.
 - Include a hover over indicating the number of items and the total number of point the student received.
 - Include the ability to change the grade configuration.
 - Highlight the EC codes that are on-grade for the configuration chosen.
 - Include the grade associated with each EC code for which the students received items.

- Include summary information for each EC code for which the students received items.
 - Include the ability to export to CSV and PDF.
- NOTE: Scores for different DC-specific tests will not be combined into one map. The only way for a user to see all categories together with an overall score is to administer the full CDT test.

Report Training Simulations

- DRC will produce DC-specific report training simulations during year 3 (2019-2020).
- The proposal provides for 12 additional simulations to be produced, three each for math, reading, writing, and science. DRC, PDE, and the CDT Core Team can determine which simulations should be produced at a later time.

Technical Reporting

- DRC will update the technical reports to reflect the additional tests for delivery during year 3 (2019-2020).

HIGH LEVEL TIMEFRAME

The release of the new CDT diagnostic category tests will be in winter 2019. Below is a summary by year of the key deliverables. A more detailed milestone schedule for the years 1 and 2 can be found in the next section.

- Year 1 – 2017-2018: Forms construction; report development; CAT configuration analysis
- Year 2 – 2018-2019: Report development; system development; first operational release (January 2019)
- Year 3 – 2019-2020: Operational release; delivery of report training simulations
- Year 4 – 2020-2021: Maintenance

MILESTONE SCHEDULE

Below is a milestone schedule for years 1 and 2, which shows the key deliverables associated with this scope. In the table below, DRC TD is Test Development, DRC PS is Psychometric Services, DRC EPM is Education Program Management, and DRC IS is Information Systems.

ID	Activity	Responsible Party	Dates
	Form construction (Algebra I, Geometry, Biology, Chemistry, Math 6-8, Science 6-8, Writing 6-8/English Composition, and Reading 6-8/Literature)	DRC TD	By April 20, 2018
	Form construction (Math 3-8, Reading 3-8, Writing 3-8, Science 3-8)	DRC TD	By April 27, 2018
	CAT simulation work to inform decisions on test length	DRC PS	By early May 2018
	PDE/CDT Core Team/DRC Conference Call: Test Length	DRC, PDE, CDT Core Team	Week of May 14, 2018
	Report mock-up development	DRC IS with DRC Team	By mid May 2018
	Write 50 DC-level CAT configurations	DRC PS	Mid-May through June 30, 2018
	PDE/CDT Core Team/DRC Conference Call, Webex, or Face-to-face meeting: Review Report Mockups	DRC, PDE, CDT Core Team	Week of May 29 or June 4, 2018
	Initial reporting system development	DRC IS with DRC Team	By mid-June 2018
	PDE/CDT Core Team/DRC Conference Call, Webex, or Face-to-face meeting to review initial reporting system/user interface	DRC, PDE, CDT Core Team	By June 30, 2018
	Updates made to reporting reference tables	DRC IS and TD	By June 30, 2018
	Updates to the reporting system/user interface	DRC IS with DRC Team	Summer/Fall 2018
	Updates to eDIRECT Test Setup	DRC IS and EPM	Summer/Fall 2018
	Finalize DC-level CAT configuration	DRC PS	By early Fall 2018
	Finalize reporting reference tables	DRC IS and TD	By early Fall 2018
	Final approval of reporting system	PDE	By October 2018
	Operational form approval in various DRC IS environments	DRC Team	October 2018-January 2019
	Operational Release of DC-Specific CDT Testing	Team	End of January 2019 – end of June 2019
	Ongoing operational monitoring	DRC Team	End of January 2019 – end of June 2019

PRICING

The pricing below represents increases to the current contract for the Pennsylvania System of Assessments.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
CDT Diagnostic Category-Specific Testing	\$579,737	\$296,333	\$345,735	\$50,175

TOTAL \$ 1,271,980.00

Please let me know if you have any questions related to this updated scope.

Sincerely,

Shaundra Sand
Data Recognition Corporation

Cc:

Brian Truesdale
Lonny Wittnebel

Ray Young
Jennifer Eastman

Rich Maraschiello
Joseph Muench

Jim Domen
Christian Schiller

Doug Russell
Stacey Larsen

Request for Program Pricing related to existing Contracted Services

#9

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: DRC

NEED:

Anticipated Need Required Need URGENT Need

Justification: J. Weiss & R. Mareschillo shall pursue the cost of including category specific diagnostic reporting on CDT print-outs in response to stakeholder feedback.

Estimated Cost: \$ 1,271,980 over 4 years

APPROVAL TO REQUEST PRICING:

Brian Gell Bureau Director 7/27/18 Date
Matthew Sten Deputy Secretary 6/4/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Brian Gell Assist. Bureau Director _____ Date
Brian Gell Bureau Director 6/4/18 Date
Matthew Sten Deputy Secretary 6/4/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.



March 21, 2018

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC's contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

NIST/FISMA AUDIT FOR PENNSYLVANIA

BACKGROUND

The 2015 RFP for the Pennsylvania System of Assessments (PSA) required that the selected offeror "obtain a Service Organization Controls (SOC) Report, to be completed in accordance with AICPA SSAE No. 16 and AICPA Guide." Although DRC had been facilitating an annual NIST/FISMA audit for PDE prior to being awarded the PSA contract, the Department asked that DRC transition to a SOC audit/report to meet the requirements of the RFP. In response, SOC 2 - Type 1 audits have been completed for 2015-16 and 2016-17, and the corresponding reports have been provided to PDE for its internal auditing requirements.

PDE notified DRC in February (2018) that its internal auditors were seeking a SOC 2 - Type 2 audit/report from DRC, rather than the Type 1 reports that had been provided for 2016 and 2017. DRC informed PDE that a Type 2 audit exceeded the scope of the contractual requirement and represented a substantial increase to the cost and timeline to produce an annual audit report. DRC also noted that the expansion to a Type 2 report would not address the recurring requests from PDE's internal auditors for a report that includes findings and DRC response to those findings.

During a March 1, 2018, conference call, PDE concluded that expanding to a Type 2 report would not be a viable consideration within the parameters of the current contract. PDE also agreed that its internal auditors are seeking the type of report that was previously provided to the Department: the NIST/FISMA executive summary with quarterly *Plan of Action & Milestones* (POAM) reports to document and communicate the status/progress of audit findings.

This price proposal is for the reintroduction of the annual NIST/FISMA audit for the 2017-18 program year and all remaining years of the PSA contract. DRC will engage its business partner, TELOS, to perform an independent, third-party security audit that aligns to DRC's fiscal year. The corresponding executive summary and initial POAM will be delivered to PDE by mid-December annually. DRC will also provide quarterly POAMs (April 1, July 1, October 1) that will allow PDE and its internal auditors full visibility to DRC's status and progress on all audit findings.

The NIST/FISMA audit will be produced **in addition to** the SOC 2 - Type 1 audit that is included in the current contractual requirements.

TIMELINE AND PRICING

The pricing for the reintroduction of the NIST/FISMA audit will be applied to PDE’s fiscal years as outlined in the table below. If necessary, DRC can apply the 2017-18 costs to the 2018-19 fiscal year to avoid the potential issue with processing changes to the 17-18 PO near the end of PDE’s fiscal year.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
NIST/FISMA Audit for Pennsylvania	\$39,196	\$39,563	\$39,946	\$40,344

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

TOTAL \$ 159,049.00

Christian Schiller
Data Recognition Corporation

Cc: Ray Young Donna Stewart James Domen Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Shaundra Sand

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: Campbell

NEED:


Anticipated Need Required Need URGENT Need

Justification:

Changes in auditing as a result of management Directive.

Estimated Cost: \$ 39,196

~~APPROVAL TO REQUEST PRICING:~~

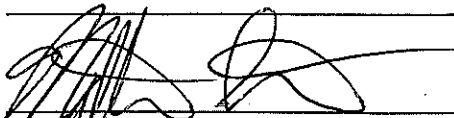
 Bureau Director 5/14/18 Date

Deputy Secretary _____ Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

~~APPROVAL OF PROGRAM PRICING:~~

Assist. Bureau Director _____ Date

Bureau Director _____ Date
 Deputy Secretary 5/14/18 Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. Program Office will complete a PO Change Order.



May 7, 2018

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review revised program pricing for DRC’s contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

STANDARDS VALIDATION REVIEW COMMITTEE

BACKGROUND

DRC’s August 9, 2017, price proposal for the PSSA Test Reduction Design included costs for an ELA Standards Validation. These meeting costs were deemed necessary because of the change to the construct of the ELA assessments from the removal of the writing prompt. As PDE worked through the process of planning and defining the requirements for the standards validation meeting, the Department determined that a follow-up review/policy committee meeting should also occur after the Standards Validation meeting. This approach would be consistent with how the ELA standards were set after the first operational administration of the English Language Arts PSSA in 2015.

DRC’s price proposal did not include costs for the additional, follow-up committee meeting. This supplemental price proposal includes all meetings costs for DRC and PDE to host and facilitate the one-day committee meeting in Harrisburg.

SCOPE DESCRIPTION AND PRICING

The price to PDE for this meeting includes the following:

- Development and refinement of the slide deck to be used for the meeting
- Development and production of meeting materials (e.g., sample materials from Standard Validation, agenda, reimbursement forms)
- Coordination of meeting logistics, including procuring meeting space, sleeping rooms, and catering for 8 committee members, plus PDE (catering only) and DRC staff
- Participant communications, including reimbursements for travel and meals
 - DRC will choose/recruit two of the eight participants who will come from the Standard Validation Meeting
 - PDE will recruit the other six committee members who are in leadership roles (e.g., principals, superintendents)
 - After PDE does the initial recruiting, DRC will handle further communications with the leadership participants
- Attendance at the meeting, including a facilitator (or co-facilitator) and support staff

5.07.18

Page 2

The pricing for the policy-review meeting is outlined in the table below. DRC realizes that the updated 2017-2018 purchase order is in the final processes at PDE. As such, DRC would be amenable to pushing this scope into the purchase order for 2018-2019 if that is preferable from PDE's perspective.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
Standards Validation Review Committee	\$29,950	\$0	\$0	\$0

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Shaundra Sand
Data Recognition Corporation

Cc: Ray Young Rich Maraschiello James Domen Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Christian Schiller

Request for Program Pricing related to existing Contracted Services

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: Campbell

NEED:

Anticipated Need

Required Need

URGENT Need

Justification:

Standards Validation & Policy setting as a result of
Shortened ELA exams
\$29,950

Estimated Cost: \$ 30,000 Actual ~~30,000~~

APPROVAL TO REQUEST PRICING:

[Signature] Bureau Director 5/7/18 Date

Deputy Secretary _____ Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Assist. Bureau Director _____ Date

Bureau Director _____ Date
[Signature] Deputy Secretary 5/29/18 Date

1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
2. Program Office will complete a PO Change Order.



April 16, 2018

Brian Campbell, *Director*
Department of Education, *Bureau of Curriculum, Assessment and Instruction*
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting for your review proposed program pricing for DRC’s contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

DISTRICT VERIFICATION REPORTS

BACKGROUND

DRC presented a proposal at the February Working Session to help ensure that data is accurate prior to the creation of the files used for district and school accountability reporting. The proposal includes the production of reports that will summarize the key demographic data included in the initial accountability files from PIMS. The reports will summarize the data by subgroup and will be posted to eDIRECT for easy access.

The purpose of the reports is to provide LEAs with a means to identify errors prior to the release of the accountability files. DRC’s proposal includes the receipt of a second, final PIMS file to incorporate corrections to the initial student data. The current process relies on accurate data from a single PIMS file, which has led to extensive accountability reporting re-work the past two years. The intent is that the new reports and the receipt of a second PIMS file will eliminate the re-work and the associated costs and delays.

This price proposal is for the introduction of the District Verification Reports for the 2017-18 program year and all remaining years of the PSA contract.

HIGH-LEVEL SCOPE DESCRIPTION

Outlined below is a high-level description of the structure of the verification reports and the process for incorporating any necessary/approved updates.

1. The District Verification Reports will be posted in eDIRECT for a specified period of time before the Attribution Systems open (both grades 3-8 and grade 11).
 - a. Summarization will be based on the Accountability site for each subject as provided in the PIMS Accountability file.
 - b. Summarization will be by school, with files posted at the district.
 - c. PDE will receive a master summary file containing the information for all LEAs.
2. The districts will be responsible for accessing and reviewing the reports.
 - a. DRC will not analyze the summary data to identify potential data issues.
 - b. If an LEA discovers a discrepancy, district personnel will contact PDE/DRC with the details of the discrepancy.
 - c. PDE will determine if the issue warrants a data correction.
 - d. If a correction is approved, PDE will instruct PIMS to allow a new upload from the district and will provide the district with uploading instructions and a timeline.

3. After the PIMS updates are complete (*or after the date by which uploads were to be processed has passed*), PDE will provide DRC with a new PIMS file for Accountability reporting.
 - a. The new file must include all eligible students and will completely overwrite the initial, preliminary PIMS file.
 - b. DRC will do a “reasonability check” between the two files to ensure the student counts are stable between the two files.
4. DRC will use the new PIMS Accountability Files for the Attribution Systems and all accountability reporting.

Note: For PSSA, the updated PIMS data will not be applied to the Student Performance Files that will be posted after the Standards Validation to include ELA results (2018 only). In addition, the expedited-reporting results (2019 and beyond) will be produced from the initial PIMS file only.

Outlined below is a high-level timeline for 2018 for the availability of the reports and the delivery of the PIMS files. A similar timeline would be followed for the remaining years of the contract.

Description	Due Date (PSSA)	Due Date (Grade 11)
PIMS delivers the initial Accountability file	5/18/2018	6/7/2018
DRC posts District Verification Reports to eDIRECT	5/30/2018	6/18/2018
PIMS delivers the final, updated Accountability file	6/12/2018	6/26/2018
Attribution System opens	6/21/2018	7/9/2018

TIMELINE AND PRICING

The pricing for the introduction of the District Verification Reports will be applied to PDE’s fiscal years as outlined in the table below. If necessary, DRC can apply the 2017-18 costs to the 2018-19 fiscal year to avoid the potential issue with processing changes to the 17-18 PO near the end of PDE’s fiscal year.

	PDE FY 2017-2018	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
District Verification Reports	\$18,275	\$14,254	\$14,824	\$15,417

Please let me know if you have any questions or if you need any additional information to guide your decision.

Sincerely,

Christian Schiller
Data Recognition Corporation

Cc: Ray Young Donna Stewart James Domen Doug Russell Jennifer Eastman
Lonny Wittnebel Joseph Muench Shaundra Sand

Request for Program Pricing related to existing Contracted Services

18-19

PA Department of Education, Office of Elementary/Secondary Education

Bureau/Office: Curriculum, Assessment and Instruction

Requestor: Campbell
Contractor: Campbell

2018-19
Budget approval

NEED:

Anticipated Need

Required Need

URGENT Need

Justification:

Enhanced district verification reports. Will improve accuracy & Speed of demographic/subgroup reporting from DRC to be used in FRPA index & SPP.

Estimated Cost: \$ 18,275

APPROVAL TO REQUEST PRICING:

Brian Bell Bureau Director 5/29/18 Date
Deputy Secretary _____ Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Assist. Bureau Director _____ Date
Bureau Director _____ Date
Matthew S. Deputy Secretary 5/29/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.

March 22, 2018

Brian Campbell, Director
Bureau of Curriculum, Assessment, and Instruction
Pennsylvania Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Dear Mr. Campbell:

DRC is submitting program enhancement pricing is for DRC's contract with PDE for the Pennsylvania System of Assessments (PSA)—contract number 4400015274.

CDT SCIENCE TECHNOLOGY-ENHANCED ITEMS

BACKGROUND

Currently, the Classroom Diagnostic Tools (CDT) is made up of multiple-choice and, for CDT Reading/Literature only, evidence-based selected response items. PDE is interested in adding technology enhanced (TE) items into the CDT Science and Biology assessments. This price proposal outlines the scope involved in adding TE items to the CDT for science.

Note that this scope/pricing takes into account PDE's previous approval of the CDT Diagnostic Category-Specific Testing. Notes are included below for the processes that will be impacted by the DC scope change.

SCOPE AND ASSUMPTIONS

Below is a summary of DRC's proposed approach to adding TE items into the CDT Science and Biology assessments.

Item Development

- DRC's Test Development (TD) team will develop a total of 160 new items:
 - 20 items per grade in grades 3-8
 - 20 items per module for Biology
 - K-2 and Chemistry are not included in this scope
- 75–80% of the items developed will be 1-point items and the remaining 20–25% of items will be 2-point items.
- All items, including 2-point items, will align to a single Pennsylvania Eligible Content.
- All items will be standalone items; no scenarios will be developed.
- TE items will be developed with the intent of decreasing reading load as compared to a traditional multiple-choice item to ensure that testing time is not increased with the inclusion of TE items.

Test/Form Construction and Field Testing

- DRC will add TE items into existing CDT science forms, including into the diagnostic category-specific forms for Science and Biology.
- Embedded field testing will occur in year 2 (2019-2020) of this proposal.

CAT Configurations

- DRC will work with PDE to adjust the CAT configurations for the science CDTs. For instance, the team will need to determine the min/max number of TE items that will be dealt to each student in each form, including in each of the diagnostic category-specific forms, as applicable.

INSIGHT

- DRC will update the tutorials to reflect the TE item types on the tests.
- DRC will add TE items to the existing Online Tools Training (OTT).

Autoscoreing

- 100% of the TE items will be machine/auto scored by DRC.

Reporting

- The TE items will be reported with the rest of the CDT items in the CDT Interactive Reporting Suite beginning in year 3 (2020-2021) of this proposal.
- No changes to reporting or the report training simulations are included in this scope.

Meetings

- DRC assumes that there will be three additional face-to-face committee meetings, all to be conducted online (participants each use a DRC laptop):
 - Item Review Meeting – winter 2019
 - Three committees with six members per committee (18 total committee members)
 - Two-day meeting
 - Bias Review Meeting – winter 2019
 - One committee with six members
 - One-day meeting
 - Item w/ data review meeting – spring 2020
 - One committee with 8-10 members
 - One-day meeting
- DRC will be responsible for participant recruiting and communications, similar to the other committee meetings in Pennsylvania.
- DRC's pricing includes hotel, meals, and travel reimbursement for participants.

TIMEFRAME

Below is a timeline associated with adding TE items to the Science and Biology CDT. DRC would begin invoicing PDE beginning in July 2018, although there will be some development/planning that would occur before then.

Year	Task	Timeframe
Year 1 – 2018-2019	TE item development	April 2018-December 2018
	Item/bias review meeting	Jan/Feb 2019
	Item editing/finalization	Spring 2019
Year 2 – 2019-2020	Form construction	Summer 2019
	Embedded field testing of TE items, including: <ul style="list-style-type: none"> • New tutorials • New OTT 	Beginning August 2019
	Item w/data review meeting	Spring 2020
Year 3 – 2020-2021	Form construction	Summer 2020
	Operational release of TE items	August 2020-June 2021

PRICING

The pricing below represents increases to the current contract for the Pennsylvania System of Assessments.

	PDE FY 2018-2019	PDE FY 2019-2020	PDE FY 2020-2021
CDT Science TE Items	\$234,465	\$112,870	\$101,919

DRC is requesting PDE approval for this scope change by April 6, 2018, to allow DRC sufficient time for resource planning and system development. Approval after April 6 may alter the timeframes outlined in this memo.

Sincerely,

Shaundra Sand
Data Recognition Corporation

449 254
1

Cc:

Ray Young

Lonny Wittnebel

Rich Maraschiello

Jennifer Eastman

Donna Stewart

Joseph Muench

Jim Domen

Christian Schiller

Doug Russell

Stacey Larsen

Request for Program Pricing related to existing Contracted Services

18-19

2018-19 budget approval

PA Department of Education, Office of Elementary/Secondary Education
Bureau/Office: Curriculum, Assessment and Instruction

Requestor:

Contractor: Campbell

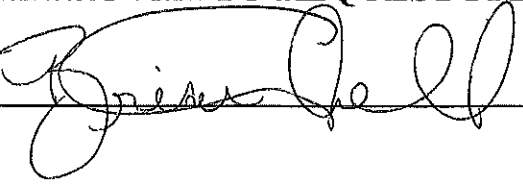
NEED:

Anticipated Need Required Need URGENT Need

Justification: Technology Enhanced items on the Science CDTs

Estimated Cost: \$ ~~235,000~~ 234,465

APPROVAL TO REQUEST PRICING:

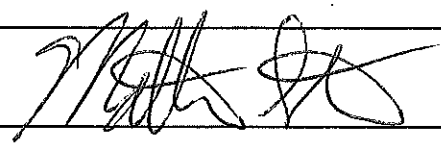
 Bureau Director 5/29/18 Date

Deputy Secretary _____ Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. When the requested program pricing arrives, attach pricing proposal to this document and route for approvals.

APPROVAL OF PROGRAM PRICING:

Assist. Bureau Director _____ Date

Bureau Director _____ Date
 Deputy Secretary 5/29/18 Date

- 1. When the above signatures have been secured, scan this document and email to: Deborah Reeves, Danielle Mariano, Dana Klouser, and Jim Domen.
- 2. Program Office will complete a PO Change Order.