

# Sacramento Office of Education County

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DATE: June 5, 2006 (via e-mail)

TO: Potential Bidders Who Submitted a Notice of Intent to Bid in Relation to *Request for Proposals: California Teacher Recruitment Program*

FROM: Bob Carlson  
Director, Center for Student Assessment and Program Accountability

SUBJECT: Questions and Answers 2

As indicated on page i of the aforementioned Request for Proposals (RFP), the Sacramento County Office of Education (SCOE) welcomes written questions about the RFP or the anticipated contract. Questions may be submitted anytime through June 5, 2006 (5:00 p.m.). Within four business days of the receipt of any written questions, SCOE staff will distribute to all who have submitted a Notice of Intent to Bid the questions and SCOE's responses. All potential bidders who submit a Notice of Intent to Bid will receive all questions and responses regardless of when the notice is submitted.

On May 30, I distributed a set of six questions and our responses. Below is one final question that was submitted today and our response.

- 1. Must the Program Manager devote their full time to the project, or can another person who reports to the Program Manager run the project on a full-time basis and the Program Manager be responsible for the data collection and reports needed and attend all meetings regarding the project?***

There is no specific requirement in the RFP about the amount of time the Program Manager devotes to the program. Bidders will be evaluated on the criteria specified on pages 19-20 of the RFP, which include both (a) the staffing and management plan and (b) organizational experience and capability. The contractor's Program Manager will be the person who is ultimately responsible for the implementation and success of the program, and the primary person with whom SCOE's Contract Monitor will interact during the project. To be able to implement the program successfully, the contractor's Program Manager should have (a) relevant qualifications and experience, (b) sufficient time devoted to the program, (c) adequate and appropriately organized staff, and (d) a sound, feasible management plan.