



ADDENDUM I

SUBJECT: Request for Proposals, Independent Program Evaluation & Quality Assurance Service, (RFP 25-132; RFx 6100019287), Scheduled to Open: Monday, June 8, 2026; Date of Issue: Wednesday, May 6, 2026.

FROM: Stacey L. Czachor, NIGP-CPP, CPPB
Procurement Manager

DATE: May 27, 2026

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED
REQUEST FOR PROPOSALS**

THE ABOVE-MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

1. **Add:** Pre-Submittal Sign In Sheet, this document will be posted as a separate file.
2. **Revised:** RFP Attachment B – Price Schedule.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, PRE-SUBMITTAL CONFERENCE:

Question 1: What are the potential start and end dates for the project?

Response: Services are anticipated to September 1, 2026, and continue through August 31, 2027.

Question 2: Regarding the longitudinal scope, how will the timeline play into that?

Response: We do not anticipate a longitudinal study in the first year of the contract.

Question 3: What is the budget for this project? Is there a range?

Response: Pre-K 4 SA has internally allocated a total not-to-exceed budget of \$1.3 million for the full contract term, inclusive of all optional renewal periods and line items.

Question 4: Do the forms include the budget (pricing) forms for how you want it submitted?

Response: Yes, please refer to RFP Attachment B – Price Schedule.

Question 5: How will qualitative data be used as a part of this evaluation?

Response: The program evaluation relies on quantitative data; however, the respondent could include a proposal for qualitative data.

Question 6: Because the information gathering is for five (5) locations, is there any flexibility in the contract timeline?

Response: The anticipated contract timeline is September 1, 2026 through August 31, 2027.

Question 7: Is there any current information available to build from?

Response: Yes, the evaluations that have previously been conducted are posted on the [Pre-K 4 SA website](#) (please scroll down to the Archived Assessments section).

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS ON COMMUNICATION:

Question 8: Would evaluators be expected to collect observational data themselves, or will they have access to existing data for the evaluation?

Response: The respondent should propose a plan to address all elements in the scope of services.

Question 9: What is the anticipated budget for this evaluation? Is there a specific range or a maximum?

Response: Pre-K 4 SA has internally allocated a total not-to-exceed budget of \$1.3 million for the full contract term, inclusive of all optional renewal periods and line items.

Question 10: Is there an incumbent for this work?

Response: Yes, the work is currently held by an incumbent contractor/vendor.

Question 11: Is this a continuation of existing work or a new completion?

Response: This is a continuation of work. Pre-K 4 SA has an annual evaluation for each year of programming. Annual evaluations that have previously been conducted, as well as supplemental studies are posted on the [Pre-K 4 SA website](#) (please scroll down to the Archived Assessments section).

Question 12: Given the hybrid nature of the work, would the City consider a contract structure that includes a firm-fixed price component for the program evaluation and a cost plus-fixed-fee component for the supplemental evaluation?

Response: Respondents must provide pricing in the manner set forth in the RFP's Price Schedule. Failure to do so may lead to disqualification of Respondent's proposal from consideration. After recommendation for award, Pre-K 4 SA can negotiate the contract structure with the vendor recommended for award.

Question 13: Please clarify what is meant by "compliance with professional standards" in the proposed methodology section (RFP Attachment A, Part Three, page 35).

Response: Respondent is being asked to describe their proposed methodology in performing the required services in compliance with applicable federal, state and professional standards.

Question 14: The price schedule provided includes two (2) line items related to the supplemental evaluation, whereas the RFP scope of work appears to identify four (4) distinct line items. Would the City be amenable to proposers adding the additional two (2) line items reflected in the RFP to the pricing schedule template? If not, please advise whether bidders should budget supplemental evaluations of (1) program components and partnerships and (2) family engagement impact under Benefit Cost evaluation or Longitudinal impact evaluation? (RFP Attachment B)

Response: RFP Attachment B – Price Schedule has been revised to include line items for Benefit Cost Evaluation and Longitudinal Impact Evaluation.

Question 15: Does the IP indemnification obligation exempt commonly used third party assessment tools or evaluation frameworks that are standard within the field of early learning program evaluation? (Section 005 Additional Requirements pages 4-5)

Response: This section applies to any materials and methods used in the performance of services that are subject to copyrights, patents, etc.

Question 16: Does the IP clause apply to technology/software development activities only? That is, please clarify whether or not it is also intended to apply to professional services such as program evaluation and reporting. (Section 005 Additional Requirements pages 4-5)

Response: See response to Question 15.

Question 17: Would the City consider clarifying that bidders will not be responsible for infringement claims arising from the intended scope in this RFP? (Section 005 Additional Requirements pages 4-5)

Response: See response to Question 15.

Question 18: Given the RFP requirements, a flexible contract structure may be most appropriate to allow the City to explore its highest priority research questions in the supplemental evaluation questions that might not be apparent when the scope of work is created. Would the City consider a hybrid contract structure that includes a firm fixed price component for the program evaluation and a time and materials component for the supplemental evaluation?

Response: Respondents must provide pricing in the manner set forth in the RFP's Price Schedule. Failure to do so may lead to disqualification of Respondent's proposal from consideration. After recommendation for award, Pre-K 4 SA can negotiate the contract structure with the vendor recommended for award.

Question 19: Could you provide more detail on the specific goals the Corporation hopes to achieve through this external evaluation?

Response: The goal of the external evaluation is to maintain program accountability and improve results through an annual, comprehensive program assessment of classroom quality and child outcomes. The external evaluation provides an unbiased valuation of our program, highlighting areas of achievement, as well as opportunities for improvement.

Question 20: For the supplemental "Longitudinal outcomes" tracking mentioned in the scope, is there a specific cohort size or a set number of years of follow-up data currently available for analysis?

Response: If a supplemental, longitudinal study is requested, data for longitudinal outcomes can be acquired through a Texas Education Research Center (ERC) application for all cohorts.

Question 21: Are there specific focus areas within the classroom quality and child outcome assessments that are high priority for this cycle?

Response: Classroom quality: teacher-child interactions. Child outcomes: social emotional, cognitive, literacy, mathematics, oral language, physical development, receptive vocabulary, expressive vocabulary, kindergarten readiness, as well as child demographics and attendance.

Question 22: What are the standard protocols and primary systems used to access relevant program data, such as child demographics and attendance records?

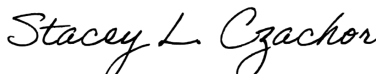
Response: Child and assessment data is shared through a secure, cloud-based platform.

Question 23: Are there restricted windows or specific months during which the in-class observations at the five listed locations must be completed?

Response: All testing/data collection is conducted according to an evaluation schedule, which is mutually agreed upon with the external research organization.

Question 24: Beyond the requirements outlined in the solicitation, are there any preferred certifications for personnel conducting classroom observations or educational research?

Response: There are no additional preferred certifications beyond those listed in the scope.

	
Original Signature of Person Authorized to Sign Bid/Contract (Please Sign)	Stacey L. Czachor, NIGP-CPP, CPPB Procurement Manager Finance Department, Procurement Division
Signer's Name (Please Sign)	
Vendor Name	
Vendor Address	
City	
State, Zip code	