

## **WRITTEN QUESTIONS AND ANSWERS**

### **SP-16-0088 ELPA21 Summative Assessment Development and Administration**

#### **ANSWERS ARE IN BLUE**

1. Arkansas has added an RFP requirement that is not found in any other state RFP procuring ELPA21 administration. "The system must utilize proctor caching to decrease the bandwidth required to administer the assessment." "Proctor caching" is a term closely associated with a specific vendor's test platform, and there are other approaches to decrease bandwidth requirements. Is the State willing to accept alternative approaches to test delivery that do not use proctor caching? In other words, is the state willing to define the requirement in terms of performance standards (list specific bandwidth or response time requirements) rather than singling out a specific vendor's technology approach?

[See Addendum 2](#)

2. Test length and hand scoring requirements will drive Vendor costs. Will ADE please provide a blueprint for each assessment, including total number of items and the quantity and point-value of each item to be hand-scored for each student?

[See Addendum 2](#)

3. The SOW lists Vendor responsibilities to include development of paper/pencil, Large-print, Braille, and practice test forms.
  - Will each of these items be created by ELPA21 at the Consortia level, or are they the responsibility of the Arkansas Vendor?
  - Will the blueprints for each of these be created by ELPA21 at the Consortia level or are they the responsibility of the Arkansas Vendor?
  - Or will each state produce their own blueprints and paper, Braille, large-print, and practice test forms as they wish from the ELPA21 item pool?

[See Addendum 2](#)

4. "Online Assessment System—design and develop all features and functions of the online assessment system as specified in the RFP. The Vendor shall ensure that the system runs smoothly and quickly with no content, programmatic, or technical errors."
  - While the task states "design and develop," are we correct that the Arkansas Vendor's task is to deliver the ELPA21 assessment using the Vendor's online assessment system that meets ELPA21 specifications?

[See Addendum 2](#)

5. Appendix E, Major Deliverables: This table includes a number of tasks that appear to be cross-state or ELPA21 consortium-wide tasks, including for example:
  - Complete data analyses for summative
  - Submit sampling plan for screener
  - Complete data analyses for screener
  - Submit final Technical Report to ADE
  - Complete comparability studies of electronic and paper forms for both the summative and screener instruments
  - Are these tasks required for Arkansas alone?

[See Addendum 2](#)

6. Appendix E, Major Deliverables: This table includes range-finding tasks, including:

- Conduct range-finding meetings for summative
- Complete range-finding meetings for screener
- Will ELPA21 provide scored training, qualification, and validity papers from field testing sufficient for hand scoring of Arkansas students that is comparable with other ELPA21 states?
- Won't the range-finding for embedded field test items be conducted at the Consortium level?

[See Addendum 2](#)

7. "The Vendor shall produce all summative and screener test forms, manuals, training materials and ancillary materials."

- Will the blueprints for online forms and the camera-ready forms for paper/pencil testing forms be provided by Arkansas from ELPA21?
- If not, what process will Arkansas use to produce these forms?

[See Addendum 2](#)

8. Assessment of Speaking Domain

- Has ELPA21 done any work to examine or validate mechanical interpretation, including artificial intelligence scoring solutions? Can Arkansas share any information?

[ELPA21 has not yet explored mechanical scoring.](#)

9. Accessibility

- This section appears to apply to writing and reviewing test items. Please confirm Vendor will receive all required Braille tagging.

[See Addendum 2](#)

10. Scoring Rubrics: "...Scoring rubrics will be unambiguous and valid in the sense that the assigning of different point values to different student responses makes the student score a valid summary of the inference(s) being made on the basis of the student work. In the case of hand scoring, scoring rubrics used should lead to reliable scores and to make scoring of responses as rapid and accurate as possible..."

- This text appears to relate to development of scoring rubrics. Please confirm ELPA21 will provide scoring rubrics for all items, along with all scoring materials, including training, validity, and qualification papers.

[See Addendum 2](#)

11. Copyright/Proprietary Materials

- Vendors have no information on which to estimate copyright costs for Arkansas. Would Arkansas please provide an estimated dollar value for all Vendors to use? Alternatively, would Arkansas please provide sufficient information (work, copyright holder) for each copyrighted item/stimulus?

[See Addendum 2](#)

12. Summative Assessment: "Fixed forms of the ELPA21 computer-based summative assessment must be produced for the first year of this contract. It is an aspirational goal that staged adaptive tests will be developed for use at all grade bands, replacing the fixed form orientation for standard forms and for lv/b forms in the second and following years. "

- Is the development of forms covered in this Arkansas contract? If yes, does that mean different states can be using different forms during the same year?

[See Addendum 2](#)

13. Assessment Framework and Assessment Guide

- Please confirm these documents are provided, at least in draft form, by ELPA21.

[See Addendum 2](#)

14. Field Test New Items. "The Vendor shall develop a plan for new item try-outs, including embedding new test items in the operational summative test and a plan for assigning those items to participating students using a stratified random method to ensure a minimum number of students with relevant background characteristics (e.g. disability, proficiency level, SES, language of origin, etc.) try out new items."

- Is the Arkansas Vendor responsible for developing the embedded field testing plan in Arkansas?
- Or is the Arkansas Vendor only responsible for implementing the ELPA21 field testing plan?
- Is the Arkansas Vendor responsible for scoring the embedded field test items from Arkansas students? If yes, who is doing the range finding and how is scoring to be coordinated with other states?

[See Addendum 2](#)

15. Low Vision/Blind (lv/b) Forms. "...one comparable test form for each grade band for summative administration using contracted and non-contracted braille for the braille portions. The Vendor must give ADE evidence that all braille portions are developed correctly, shall make test forms and all supplementary materials available for review prior to reproduction, and shall assume final responsibility for the accuracy of the lv/b test instrument. "

- Please confirm the Braille forms will be provided by ELPA21 and the Arkansas Vendor's production responsibilities include producing copies of those forms for students in Arkansas.

[See Addendum 2](#)

16. Accessibility Features and Accommodations

- How many students in Arkansas require lv/b forms?
- How many students in Arkansas require large print forms?
- How many students in Arkansas require paper/pencil forms?

[See Addendum 2](#)

17. Accessibility Features and Accommodations

This section includes several requirements for "developing" materials and translations. For example:

- "The Vendor must develop test administration materials, including test administration directions,..."
- "General test directions must be translated into the top five (5) languages as determined by ADE...."
- "The Vendor shall develop and compose one test administration manual for each grade band for the summative tests."

- Will ELPA21 provide these test administration materials and translations, at least in draft form, to ensure consistent administration across the Consortium? Or are they the responsibility of the Arkansas Vendor for Arkansas?

[See Addendum 2](#)

18. Technical Reporting. "The Vendor shall be responsible for designing, writing and producing an annual technical report to provide documentation of all technical work associated with test administration. This report should provide sufficient information to allow for an independent evaluation of the quality of the assessment."

- While the Arkansas Vendor will have sufficient information to "provide documentation of all technical work associated with test administration," the Arkansas Vendor was not involved in the development of the assessment. Will ELPA21 provide the Arkansas Vendor with "sufficient information to allow for an independent evaluation of the quality of the assessment" to include in the Technical Report?

[See Addendum 2](#)

19. Hand Scoring Process. "The final scoring guides, training papers, recalibrations sets, and validity papers should be approved by ADE. Based on the rubrics provided by the consortium, the Vendor shall provide a scoring guide and training materials for each scoring team leader and each reader."

- Won't ELPA21 providing scoring guides and training to each state to ensure consistent scoring across the Consortium?

[See Addendum 2](#)

20. Hand Scoring Process. "The Vendor shall be responsible for all costs and arrangements related to the range-finding meetings at the state level. This includes arrangement for meeting spaces, refreshments, and meeting materials"

- What range-finding will occur at the state level? If range-finding occurs at the state level, how will consistent scoring occur across the Consortium?

[See Addendum 2](#)

21. Plagiarism. "The Vendor must have procedures in place for handling plagiarism. When students' responses containing exact or almost exact replication of words, phrases, or format are identified, the scoring director must notify ADE within 48 hours of discovery and provide electronically or in paper format the suspect student responses and a document including demographic information such as state, district and school names and codes, test administrator name and code, and student name. Following examination, ADE may require the Vendor to void these responses. "

- Similar student responses are likely in ELPA21 given item content. Has ELPA21 addressed this issue?

[See Addendum 2](#)

22. Score Report-Summative Administration. "The single-page format of the ISRs will be approved by ADE and customized for each state with appropriate "branding", e.g. the state's logo."

- Is ELPA21 providing the report format for branding with Arkansas's logo? If yes, please provide the sample.

[See Addendum 2](#)

23. Scoring. “The Vendor shall score every response from students participating in the test.”

- Is the Arkansas Vendor responsible for scoring the field test items? If yes, is range-finding done using responses from Arkansas students alone?

[See Addendum 2](#)

24. Technical Reporting. “The Vendor shall be responsible for designing, writing, and producing annual technical reports that provide documentation of all technical work associated with test administration. The technical reports should provide sufficient information to allow for an independent evaluation of the quality of the assessment.”

- Much of this information appears to rest at the ELPA21 level. Duplicate question: While the Arkansas Vendor will have some of this information, the Arkansas Vendor was not involved in the development of the assessment. Will ELPA21 provide the Arkansas Vendor with “sufficient information to allow for an independent evaluation of the quality of the assessment” to include in the Technical Report?

[See Addendum 2](#)

25. Hardware and Software Requirements. “The system must provide a secure user interface for the State that supports administrative addition, changes, and deletions to the test items. A user-friendly GUI must support item entry and editing.”

- We understand ELPA21 maintains the item bank and that Arkansas is procuring a test administration contract. Under what conditions would Arkansas add, change or delete test items?

[One example of when ADE would require additions, changes, or deletions to the test items would be if problems should arise during upload resulting in issues with item appearance on screen, etc.](#)

26. Is there a speaking component of the paper-pencil assessment? If yes, how are student responses captured?

[See Addendum 2](#)

27. Is there a listening component of the paper-pencil assessment? If yes, how are the audio files provided to the students?

[See Addendum 2](#)

28. Is read-aloud available to students taking the paper-pencil assessment? If yes, how are the audio files provided to the students?

[ELPA21 is currently discussing this concept. At this time no decision has been made.](#)

29. In what format(s) are audio and video files available to the Vendor for delivery on Windows computers? Apple computers? Android? iPad?

[Audio, video, and graphic files are available in the following formats:](#)

[Audio = .ogg and .mp3](#)  
[Video = .mp4 and .ogv](#)  
[Graphics = .svg](#)

30. Can the State give further details in regards to staged adaptive testing? Or can the State clarify what is intended by "staged adaptive testing?" Page 17, 2.5.I.2.a

[See Addendum 2](#)

31. Can the State provide instances of how both contracted and non-contracted braille would be used in testing? Page 18, 2.5.K.1

[Non-contracted Braille is used at the lower grades in Arkansas. Schools make the attempt to move students to contracted Braille in the upper grades.](#)

32. Are braille forms used for online tests, with electronic braille readers, or are they administered as standard, braille? Page 18, 2.5.K

[See Addendum 2](#)

33. Please describe the process and timing and expectations of the Records Reconciliation process. What is the expected role of the Vendor in this process? Page 28; Section 2.8.C.1.

[See Addendum 2](#)

34. For shipping costs estimations, how many schools and districts in Arkansas does the ADE expect to use/request paper/pencil versions of the Summative test? Screener Test? Page 19; Section 2.5

[See Addendum 2](#)

35. We understand that ELL populations are growing and can quickly change but for baseline purposes how many schools and districts will test using the online system for the Summative Test? Screener Test? Page 19; Section 2.5

[See Addendum 2](#)

36. For cost planning purposes, does the Agency have an estimate of the number of LP, Low Vision/Blind and paper/pencil accommodated forms needed at each grade level? Page 19; Section 2.5

[See Addendum 2](#)

37. Can you confirm that the Operational Vendors will be given ELPA21 items to select from in order to make field test forms? Does this requirement indicate that each state will have their own field-testing plan not published by ELPA21? Page 18; Section 2.5.I.

[See Addendum 2](#)

38. Does the Agency allow states to alter the ELPA21 Operational items prior to test delivery? Page 18; Section 2.5.I

[See Addendum 2](#)