Cost Proposal Assumptions, Conditions, and Constraints – Best and Final Offer

Cambium Assessment, Inc. (CAI) has completed the Best and Final Offer (BAFO) Cost template (Attachment D). We closely reviewed all of our costing assumptions and were able to identify savings on the 'Deployment of test administration' lines. There was an overall reduction to our total pricing of $100,000 per year, for a total of $300,000. We include our original Cost Proposal Assumptions, Conditions, and Constraints below.

Cost Proposal Assumptions, Conditions, and Constraints

Cambium Assessment, Inc. (CAI) has based our proposal and fixed prices on the terms, conditions, and schedule outlined in the State of Indiana Request for Proposal (RFP) #22-68274 for Indiana Learning Evaluation Assessment Readiness Network (ILEARN), Indiana Reading Evaluation and Determination, Grade 3 (IREAD-3), and Indiana's Alternate Measure (I AM) assessments as amended by

- Attachment G – Questions and Answers posted on/around September 21, 2021; and
- Revised Cost Proposal Form posted on/around September 14, 2021

We have documented our assumptions throughout the proposal. We have relied on the RFP and Questions and Answers (Q&A) documents in every case where they clarify or further define the requirements of the RFP.

Assumptions Underlying Our Fixed Price

Our bid for the ILEARN summative English/Language Arts (ELA) and Mathematics assessments in grades 3–8 is a custom-built, fully adaptive assessment sourced primarily from the Smarter Balanced item bank, supplemented with Indiana-owned items and CAI's Independent College and Career Readiness (ICCR) item bank. For Science, our bid assumes an adaptive, online summative assessment in grades 4 and 6 and Biology End-of-Course Assessment (ECA) built with a combination of existing Indiana items (including the newly acquired Hawaii item bank) and supplemented with CAI's ICCR science item bank. For Social Studies, we assume a fixed-form, online summative assessment in grade 5 and U.S. Government ECA built with Indiana items. We have included all license fees in our base costing.

I AM is currently a stage-adaptive assessment with operational items administered in two parts. As the I AM pools increase, the Indiana Department of Education (IDOE) may wish to consider adopting an item-adaptive test design for I AM, which provides greater measurement precision across the range of student abilities. CAI will work with IDOE and other stakeholders to adjust the test design in a manner that will still meet all blueprint specifications.

Currently, there are four IREAD-3 test forms that CAI will continue to cycle through administrations.

For all online testing, we assume breach testing will be supported by providing impacted students with a second opportunity for an online breach test (i.e., a separate, fixed-form breach form will not be required).

In this section, we want to highlight several important assumptions discussed elsewhere, all of which we believe are consistent with the RFP.

In the event of a reduction or change in the scope of work or partial termination for convenience, CAI assumes that any adjustment in contract price will account for potential increases in the price of the remaining tasks occasioned by such reduction or change in the scope of work.

Any conflicts between the provided documents (e.g., the RFP, Terms and Conditions, proposal) will be resolved during negotiations. We assume that the final contract will include an order of precedence in which CAI's proposal is read together with the RFP and Q&A documents to determine the contract requirements.

Schedule and Contract Requirements

We assume that we will build mutually agreeable schedules to allow both CAI and Indiana to meet all quality standards. The format and general content for the online score reporting, data file formats, and other reports and documents will be finalized with the first operational use.

Item Banks and Licenses

CAI confirms the following licenses are covered under the proposal for the ILEARN Assessments:

- Smarter Balanced item banks (Mathematics and ELA)
- ICCR item banks (Mathematics, ELA, and Science)

Additionally, the new contract ensures licensure of the Smarter Balanced items for the duration of the contract plus one additional year (to ensure sustainability of the program during any transition).

Copyright Permissions

CAI will continue to work with IDOE and Copyright Clearance Center (CCC) to maintain copyright permissions for any permissioned stimuli (e.g., ELA passages, Science performance task stims) used in Indiana-owned items.

For new stimuli developed by IDOE in another item banking system, IDOE will provide CAI with a list of all stimuli attributes and permissions information prior to importing into CAI's Item Tracking System (ITS). CAI's copyright specialist will review these stimuli to ensure that CAI can secure these permissions as part of the new contract. If CAI cannot secure any permissions for new stimuli developed outside of ITS, CAI will inform IDOE so appropriate steps can be taken to mitigate any loss in passage/item development.

CAI will communicate with IDOE to ensure that any permissions requiring additional costs will be addressed in future amendment cycles.

Item Development and Accommodations

CAI will not be developing any items as part of this contract. The Smarter Balanced ELA and Mathematics items come with all the Smarter Balanced accommodations. All ICCR items are tagged for text-to-speech accommodation, and Mathematics and Science items are tagged for Spanish translations.

As noted in the RFP, it is expected that IDOE will continue to develop ILEARN and I AM items. Since quantities are unknown, we have not included the costs to import nor tag the items within our base bid. All translation work will be done by Intrinz, a certified Indiana MBE/WBE. We can import and tag IDOE items at the following rates. The item import cost will ensure that the item functions as intended and renders correctly on the computer. If Indiana would like to add additional tagging for the ICCR items, they can be added at the following rates:

- Item Import: $100 per item
- Text-to-Speech: $25 per item
- Text-to-Speech (Spanish): $30 per item
- Text-to-Braille: $125 per item
- Spanish Translation: $120 per item
- English Language Glossary: $75 per item
- Foreign Language Glossary: $100 per item (if tagged for English language)
- American Sign Language: $400 per video
- Closed Captioning: $325 per item

Paper-Based Accommodations

CAI will work with IDOE to analyze and refresh the ILEARN paper-and-pencil forms each year to remove any released items and to refresh at least 10% of the item content. IREAD-3 has four forms that are rotated during each test administration. Please see the attached materials list for estimates around quantities and page counts. Data Recognition Corporation (DRC) will work with staff from National Braille Press (NBP) to produce contracted and uncontracted Unified English Braille (UEB) versions for each administration of the ILEARN and I AM assessments (one braille form for each grade/subject/part), and for each administration of the IREAD-3 assessments.

Research Studies

As required in the RFP, we have included 100 hours annually for an external principal investigator at an hourly rate of $300 to conduct research studies.

Data Forensics

We have included in our base bid costs to create IDOE-specific data forensics reports. As a cost option, we can partner with Caveon Data Forensics for an annual cost of $450,000. Caveon has a rich tradition of providing test

security services to State Education Agencies (SEAs) across the country. The following are some of their Data Forensics characteristics:

- Caveon Data Forensics provides independent, third-party insulation to the prime vendor in conducting work which can involve impassioned reactions among districts, parents, and media.
- Caveon has successfully integrated its procedures with data from several large-scale assessment vendors who provide statewide assessment services. Caveon has been successful working with multiple vendors in this area since 2006 and understands that statewide assessment data are unique and are produced by proprietary systems.
- Caveon has extensive experience in collaborating with vendors regarding complex test response data involving technology-enhanced items, helping ensure program success.
- Caveon Data Forensics includes a suite of tools that allow our data scientists to dig broad and deep in assessment data for anomalous activity.
- Caveon has statistics that meet and exceed the requirements of this RFP.

Handscoring

We have included the following handscoring in our bid (see Exhibit 1). This assumes that 80% of schools test in the first two weeks of the test window and that scores are reported within a 12-day window of a student completing the assessment.

Exhibit 1: Handscoring

Subject	Operational (12-day turnaround)	Field Test (2,500 responses per item)
ELA	3 constructed-response (CR) items 1 essay	2 research 2 writing items
Mathematics	3 short answer	4 short answer
Science	2 short CR items	2 short CR items
Social Studies		3 short answer

As noted in the bid, we can offer automated scoring and would welcome working with IDOE to scope out a cost option for AI scoring.

Reporting

CAI plans to provide access to our online Centralized Reporting System (CRS) for reporting of Indiana results at the individual student, class, teacher, school, district, and state levels. In addition to the online individual student reports (ISRs) that are available in the CRS, we will provide one paper copy of student reports and student labels to corporations.

Remote Proctoring

Remote proctoring can be added as a cost option for $25,000 per year. The Remote Proctoring application is embedded in the Test Delivery System (TDS), which continues to have a minimal technological footprint. The purchase or installation of additional software by schools, corporations, students, or parents is not required.

Committee, Management, and Technical Advisory Committee Meetings

Per the RFP, we assume IDOE will continue to plan, manage, and facilitate all educator committees related to content development, accessibility, and data review. As such, we have not included facility costs, nor participant stipends and/or travel reimbursements. We will provide IDOE with the necessary support for educator meetings, including field-test data for data reviews and information on system accessibility features.

Each year, we will participate and cover all CAI costs for four planning meetings. As noted in the RFP, we have assumed these meetings will be virtual.

Each year, we will plan to attend three Technical Advisory Committee (TAC) meetings. We will assume all costs associated with sending the appropriate representatives from CAI to the annual on-site meetings, as needed, and have representatives available for virtual meetings and telephone conferences with the TAC upon request by the State.