INFORMAL COMPETITIVE SOLICITATION
for
Assessment of Parent Needs for the Successful Secondary Transition of their Youth with Disabilities

Bid Request
Iowa Department of Education
State Personnel Development Grant

Submission Deadline: July 29, 4:30 pm
Project start date: August 4, 2008
Project completion date: July 30, 2009

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Purpose

The Bureau of Student and Family Support Services of the Iowa Department of Education (the Agency) is seeking an external evaluator to identify professional development needs of parents to support the successful transition of their youth with disabilities. Detailed information about content of the parent needs survey is available upon request.

Requirements

The evaluator must be able to meet with project staff, identify outcome indicators, design data collection procedures (including sampling) and instrumentation to survey parents, collect data, and analyze and interpret data (including data from extant data bases). Successful bidders must have experience with evaluation, secondary special education, the transition of youth with disabilities, and working with parents.

Format and Content of Bid Proposals

The bid request due July 29, 2008 shall be given verbally or in writing (no more than 4 typewritten pages).

All bids shall include the qualified individual's full name, address, telephone number, tax identification number, fax number, a contact email, and a description of professional qualifications to address above requirements.

The proposal shall include an estimated number of days, daily honorarium and other estimated costs.

Bids should be submitted to:
Barbara Guy, Consultant
Iowa Department of Education
Grimes State Office Building
400 E 14th Street
Des Moines, IA 50319-0146

Barbara.guy@iowa.gov
(515) 281-5265

Bid Evaluation
The Grants Management Team of the State Personnel Development Grant (SPDG),including the Transition and Work Experience consultant will review and evaluate all bids based on the individual's qualifications and estimated costs.

Final Deliverable
Deliverables include: a written data collection plan, measurement instruments, measurement procedures, data files, and a written report summarizing the survey findings.