



State of Louisiana

Division of Administration
Office of the Commissioner

FOR IMMEDIATE RELEASE

Contact: Meghan Parrish, 225-342-7000

Division Outlines Next Steps in DOE Contract Review Process

BATON ROUGE - Today, Internal Audit Administrator Marsha Guidry issued a letter to the Department of Education (DOE) Superintendent John White informing him of documents and information necessary to continue the review of certain contracts with the Department of Education, as required by Executive Order BJ 2014-7. The Office of Contractual Review (OCR) is reviewing contracts and related documents to ensure DOE has complied with competitive bid laws and has not exceeded the scope of the contracts.

The following letter was sent to Superintendent White:

Dear Superintendent White:

Executive Order BJ 2014-7, issued June 18, 2014, directed the Division of Administration (DOA) "to conduct a comprehensive accounting of all Louisiana expenditures and resources related to PARCC." Pursuant to the Executive Order (EO) and the auditing authority of DOA over consulting contracts, I have been asked by the Commissioner to collect and review certain information. Please provide the following information to carry out the EO to ensure DOE is complying with Louisiana law.

Please identify and provide documentation for the following:

1. All documentation related to contracts with DRC or other testing or academic assessment tools, including both paid and outstanding invoices.
2. Please provide an accounting of the cost of the PARCC Technology Readiness Tool survey, the method and documentation related to the procurement of this survey, and documentation of the funds used to pay for it, including all receipts and accounting paperwork.
 - a. Please provide information related to the price of PARCC assessments as a total cost to the State of Louisiana and as an individual cost of each assessment to be provided in the State of Louisiana. This should include: any cost information related to an increase or decrease in cost as a function of the number of states withdrawing from PARCC or other reasons.

3. Please provide documentation related to negotiations on the price of any new assessment tool(s) including any negotiations or communications related to the cost of individual assessments, the total cost to the State of Louisiana of new assessments, or any breakdown of the cost negotiated or discussed by or with DOE. This should include communications conducted in writing (emails, letters, and memos) as well as any meeting minutes and calendar entries.
 - a. Please also provide documentation of how DOE's negotiations met the statutory requirement for the lowest-cost bidder, for a competitive procurement process, and the statutory authority of DOE to conduct such negotiations.
4. Please provide evidence of DOE's process to ensure during any Request for Proposal (RFP) conducted by PARCC or by a member state on behalf of PARCC that such RFP was a fair, competitive, price-sensitive proposal and was conducted using a fair, transparent process in accordance with Louisiana revised statutes. Please provide all files relative to these procurements.
5. Please provide evidence that John White affirmed in writing to the Governing Board Chair of PARCC the State's continued commitment to participation in the Consortium and to the binding commitments made by John White's predecessor as Chief State School Officer as required by the Memorandum of Understanding establishing the PARCC Consortium.

In addition to providing the above documentation, please provide a written response to each of the following questions:

- a. What contracts or other agreements are in place or in negotiation for the purchase of an assessment? Please provide a list of these along with copies of all related documentation.
- b. What steps have been taken by DOE to procure any Common Core aligned assessment product?
- c. What steps have been taken by PARCC to procure any Common Core aligned assessment product?

Please provide these items by June 30, 2014. I may identify other documents or information necessary to complete this review and request your cooperation pursuant to the Executive Order. Please identify any additional individuals within DOE who will be available to respond to any questions I may have during the course of the review.

The documentation requested should be delivered to the Office of the Commissioner to my attention at 1201 N. Third Street, Baton Rouge, LA, 70802, Suite 7-210, on the 7th floor of the Claiborne Building. If you have any questions regarding this request, please feel free to contact me at marsha.guedry@la.gov, or by phone at (225) 342-2900.

Sincerely,

Marsha V. Guedry, CPA

Internal Audit Administrator

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