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Caitlin D. Davis
Commissioner

Christine M. Brennan
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STATE OF NEW HAMPSHIRE
Department of Education
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September 9, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Department of Education to enter into a **sole source** amendment with Cambium Assessment, Inc. (VC#312233) Arlington, VA by increasing the price limitation by $126,348.00 from $15,798,082.50 to $15,924,430.50 with no change to the end date in order to provide in-person item development meetings with New Hampshire educators for science content, effective upon Governor and Council approval through June 30, 2029. The original contract was approved by Governor and Council on April 10, 2024 (Item #82) and amended on October 16, 2024 (Item #103). 100% Federal Funds.

Funds are available in the following accounts for Fiscal Year 2026 and 2027 and are anticipated to be available in Fiscal Years 2028 and 2029, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between Fiscal Years through the Budget Office if needed and justified.

06-56-56-567010-30590000 ASSESSMENT & ACCOUNTABILITY

Fiscal Year	Class/ Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	102-500731	Contracts for Prog Svcs	$623,033.00	$0	$623,033.00
2026	102-500731	Contracts for Prog Svcs	$502,596.00	$31,587.00	$534,183.00
2027	102-500731	Contracts for Prog Svcs	$502,596.00	$31,587.00	$534,183.00
2028	102-500731	Contracts for Prog Svcs	$502,596.00	$31,587.00	$534,183.00
2029	102-500731	Contracts for Prog Svcs	$502,596.00	$31,587.00	$534,183.00
		Total	$2,633,417.00	$126,348.00	$2,759,765.00

06-56-56-560040-30430000 EDUCATION TRUST FUND

Fiscal Year	Class/ Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	612-500942	State Testing	$2,622,731.50	$0	$2,622,731.50
2026	612-500942	State Testing	$2,627,681.50	$0	$2,627,681.50
2027	612-500942	State Testing	$2,632,780.50	$0	$2,632,780.50
2028	612-500942	State Testing	$2,638,031.50	$0	$2,638,031.50
2029	612-500942	State Testing	$2,643,440.50	$0	$2,643,440.50
		Total	$13,164,665.50	$0	$13,164,665.50

Budget Summary					
2025	2026	2027	2028	2029	Total
$3,245,764.50	$3,161,864.50	$3,166,963.50	$3,172,214.50	$3,177,623.50	$15,924,430.50

EXPLANATION

The New Hampshire Department of Education (NHED) is requesting a **sole source** amendment because the original contract was **sole source**. Cambium Assessment, Inc. (Cambium) has been the primary provider of the New Hampshire Statewide Assessment System (NH SAS) since 2017. At that time, the contract was awarded through a rigorous competitive proposal process. The NH SAS consists of a system of standards-based summative and interim assessments that are aligned to the New Hampshire College and Career Ready Standards. At its core, the NH SAS utilizes the Cambium's Independent College and Career Readiness (ICCR) item banks, which have been developed to measure college and career ready skills in English language arts and mathematics, and three-dimensional science skills.

The current contract provides for in-person item development for the core subjects of mathematics and reading/writing, while the science item development was being done virtually. In order to ensure the same high quality item development, this contract amendment will provide the funds necessary to develop science assessment items with New Hampshire educators in-person, in concert with the work that is already being done to develop the math and reading/writing items. This ensures better quality science item development as well as the development of stronger professional development for the New Hampshire teachers who are a part of the work.

As Cambium is already providing the statewide assessment system and related support structures, NHED believes that a sole source amendment with Cambium is the most prudent and strategic choice for the ongoing provision and enhancement of our statewide assessment system. The established success of our partnership and the unique advantages it offers position us to continue delivering high-quality assessments that align with New Hampshire's educational objectives, as well as state and federal law.

The NHED has determined that the vendor is in good standing with the Secretary of State's Office, has secured the required levels of insurance, and has provided evidence of authority to execute and be bound by the contract. The NHED also requested and received approval from the Commissioner of Department of Information Technology, DoIT No. #2024-102B Documents supporting these assertions are available at the agency, for review upon request.

Respectfully submitted,

Caitlin D. Davis
Commissioner of Education

AMENDMENT TO
PROFESSIONAL SERVICES CONTRACT

Now come the New Hampshire Department of Education (NHED), hereinafter "the Agency," and Cambium Assessment, Inc. (VC#312233) Arlington, VA hereinafter "the Contractor", and pursuant to an agreement between the parties that was approved by Governor and Council on April 10, 2024 (Item #82) and amended on October 16, 2024 (Item #103) hereby agree to modify same as follows:

1. Amend Section 1.8 of form P-37 by increasing the price limitation by $126,348.00 from $15,798,082.50 to $15,924,430.50.

2. Remove Exhibit B-1 (Scope of Work) and replace with Exhibit B-2 (Scope of Work).

3. Remove Exhibit C-1 (Method of Payment) and replace with Exhibit C-2 (Method of Payment).

4. All other provisions of this agreement shall remain in full force and effect as originally set forth; and

5. This amendment shall commence upon Governor and Council approval and shall terminate on June 30, 2029.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

IN WITNESS WHEREOF, the parties, hereto have set their hands as of the day and year first above written.

THE STATE OF NEW HAMPSHIRE
Department of Education
(Agency)

Division of Commissioner's Office

By: 09/10/25
Caitlin D. Davis, Commissioner of Education Date

Contractor

By: 09/09/25
Christopher Lowe, Cambium Assessment, Inc. Date

Approved as to form, substance and execution by the Attorney General this 24 day of September, 20 25.

Elizabeth A. Brown, Division of Attorney General Office

Approved by the Governor and Council this _____ day of _____, 20_____.

By: _____

Contractor Initials: CL

Date: 09/09/25

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1 Program Overview

The New Hampshire Statewide Assessment System (NH SAS) consists of a system of standards-based summative and interim assessments that are aligned to the New Hampshire College and Career Ready Standards. At its core, the NH SAS utilizes the Cambium Assessment, Inc.'s (CAI) Independent College and Career Readiness (ICCR) item banks, which have been developed to measure college and career ready skills in English language arts and mathematics, and three-dimensional science skills. New Hampshire intends to develop additional items for a New Hampshire specific bank, which will augment the ICCR bank.

The NH SAS consists of year-long Interim and Modular assessments and Spring-administered Summative assessments via CAI's test administration systems. All assessments are delivered securely online. Testing tools and applications are as follows:

- Test Information Distribution Engine (TIDE): System user registration, as well as student testing tools and accommodations, are maintained by the TIDE. Student registration is handled on NHED's end via i4see and that information is transmitted directly to TIDE from New Hampshire. TIDE also provides test monitoring and testing appeals access.
- New Hampshire Statewide Assessment System (NH SAS) Assessment Portal: Supporting each administration is the NH SAS Assessment Portal; an online resource for up-to-date program announcements, user documentation, and training materials, as well as direct access to all NH SAS assessment tools and applications.
- Test Administrator (TA) Interface/ Test Delivery System (TDS): The administration of tests is handled via the TA Interface and students take their assessments utilizing the TDS. Tests are securely administered, online, through the Secure Browser.
- Assessment Viewing Application (AVA): Test browser that allows educators to view the Modular Assessments without the use of the Secure Browser.
- Centralized Reporting System (CRS) and Family Portal: Assessment results are reported through the CSR and families have direct access to student results through the Family Portal.

Additional program support:

- Psychometrics: CAI provides psychometric support to the NH SAS throughout the administration and provides a Technical Report at the close of each administration year. The CAI Tech team also creates and maintains scoring specifications and assures the test blueprints correctly represent NH's content standards. They also provide support to the NH Technical Advisory Committee (TAC) meetings, which occur twice a year.

- Analysis: CAI's Analysis team provides student testing information to NHED via daily datafiles. At the close of every administration, final data files are delivered to NHED, assuring the Department has every piece of testing data for any given test administration.
- Next Generation Science Standards Science Item Development: In conjunction with the Next Generation Science Standards Memorandum of Understanding (NGSS MOU), Item #5D approved by G&C on January 31, 2024, and CAI, NHED will contribute to the NGSS item pool on an annual basis. 2023-2024 is the first year this work will be conducted. Per the agreement with the MOU, NH will contribute an initial set of clusters and stand-alone items and then a proportional number of clusters and stand-alone items each year thereafter. CAI is responsible for leading the workshops as well as all logistic and other meeting costs, including travel logistics for NHED staff necessary for the item development
- Field Training: The CAI Program Team works closely with NHED to produce training materials to be used in a variety of presentation formats; primarily in face-to-face, regional trainings held in the Fall of each assessment year. CAI is responsible for all meeting logistics, including travel logistics for NHED staff.
- HelpDesk: The CAI HelpDesk is available to NH educators to assist in any questions or issues they may be experiencing. The HelpDesk escalates directly to the NH SAS Program Team should direct contact with NHED be required. The HelpDesk is available via phone and email throughout the administration year.

The NH SAS CAI Program Team is the main point of contact for NHED on all aspects of the NH SAS program. The Program Team is responsible for delivering all project milestones and maintaining the overall health of the NH SAS. The Program Team creates and maintains the project schedule, weekly status meeting minutes, monthly status reports, issues logs, and other program documentation. The Program Team is responsible for the management of the NH SAS Assessment Portal, as well.

NHED will maintain a JIRA ticketing system, a project management software, for logging, tracking, and resolving issues, deficiencies, and requested improvements with the CAI Program Team, and will include the CAI Program Team on all related tickets. Monthly status reports from the CAI Program Team will include the number of items resolved as well as the number of outstanding issues previously logged in the JIRA system.

2 STATEMENT OF WORK-DELIVERABLES

2.1 PLANNING AND PROJECT MANAGEMENT

2.1.1 Project Kickoff Meeting (billing schedule line item 1)

The Project Kickoff meeting is held at the beginning of each administration year. At this meeting, the upcoming year's activities and schedule are finalized, with a focus on test windows. CAI functional teams will present any new system enhancements. The Program Team is responsible for meeting logistics, including NHED travel and lodging. The Project Kickoff Meeting will be held in person at CAI offices unless agreed upon by CAI and NHED staff.

2.1.2 Project Status Reports (billing schedule line item 2)

The Project Status reports include a variety of status meetings and documentation that occur throughout the assessment program. At the close of each month, the Program Team will provide NHED a status report that lists, among other things, project milestone updates

and accounting of open/closed program issues, including all tickets resolved in the JIRA system and all tickets still requiring resolution. CAI will provide a specific timeline and set of actions to be taken for any tickets unresolved beyond 1 month. Decisions made at the weekly status meetings will also be recorded in the monthly Project Status report.

2.1.3 Weekly Status Meetings (billing schedule line item 3)
The CAI Program Team facilitates a weekly NH SAS Status meeting. They are responsible for the agenda and minutes of each meeting as well as providing representation from any CAI functional teams that are required for any agenda items. Information from these meetings feed the monthly Project Status report.

2.1.4 Work Plan/Schedule (billing schedule line item 3)
The CAI Program Team is responsible for the initial creation of the overall project schedule that identifies major milestones and timelines for an administration. The initial review of the schedule takes place at the Project Kickoff Meeting and the CAI Program Team is responsible for maintaining the schedule throughout the year. CAI uses Smartsheet to create the schedule and NHED has direct access to the document. The CAI Program Team uses the project schedule to communicate milestones and timelines to the other CAI functional groups. This information is also communicated via the monthly Project Status reports.

2.1.5 Systems Interface Plan and Design/Capability (billing schedule line item 4)
CAI's Computer and Statistical Sciences Center (CSSC) team is responsible for systems interface, load balancing, and systems redundancy. The Systems Interface Plan and Design document outlines CAI's overall approach to systems interoperability and support. The plan is a living document and includes ongoing load balancing, security, and redundancy plans. Although the deliverable is a documented plan, the work supporting the plan is ongoing throughout the assessment year. The Program Team will provide NHED with an updated plan at the Project Kickoff Meeting.

2.1.6 Training Plan and Curriculum (billing schedule line item 5)
Each year of the program, the CAI Program Team and NHED will create a training plan and materials to be presented at regional, in-person trainings throughout the Granite State. Registration for the regional trainings will be managed via the NH SAS Assessment Portal by the CAI Program Team.

2.1.6.1 NHED Annual Assessment & Accountability Conference (billing schedule line item 6)
As part of the annual training plan, CAI will be responsible for meeting logistics/costs for NHED's annual Assessment and Accountability Conference, to be held in or around Concord, NH in the Fall of each assessment year.

2.2 SYSTEM DEVELOPMENT

2.2.1 Conduct Regional Trainings (billing schedule line item 6)

The regional training is scheduled for the Fall of each assessment year and the agenda is dependent on the needs and desires of educators each year. The CAI Program Team is responsible for meeting logistics, facility costs, and any travel and lodging for CAI and NHED staff. The CAI Program Team is also responsible for ensuring proper CAI functional teams' representation at the regional trainings. NHED and the CAI Program Team staff will work jointly to determine the training content, schedule, and format for the regional trainings each year.

2.3 OPERATIONS

2.3.1 Item Configurations (billing schedule line item 7)

The Item Configurations drive the downstream assessment systems. The CAI Program Team is responsible for setting this activity into motion by creating the 'Request for FlightPlan' document. This formal, CAI-internal request lays out the overall assessment design and timelines, based on decisions made in concert with NHED, initially, during the Project Kickoff Meeting, then subsequently during the weekly status meetings and other communications. A Request for FlightPlan document is created for each administration (Interim/Modular and Summative).

From there, the Configuration team creates the configurations that drive what test constructions students will see in the field. Once the configurations are loaded, this kicks off the internal testing process, where the CAI Program Team and various Quality Control teams check the test to ensure they reflect New Hampshire requirements. Downstream testing in Analysis (to verify data) and Reporting (to verify expected results) occurs after initial internal testing.

2.3.2 Test Administration (billing schedule line item 8)

2.3.2.1 New Hampshire Statewide Assessment System (NH SAS) Assessment Portal. The CAI Program Team, in concert with NHED, will update and maintain the NH SAS Assessment portal each administration year. The Portal is the main point of entry for the NH SAS assessment tools (Test Information Distribution Engine, Test Delivery System, Assessment Viewing Application, Centralized Reporting System, etc.). The Portal is also the repository for all assessment documentation, including user guides and training materials. The list of user guides the CAI Program Team updates each year is as follows:

- Test Administrators Manual (TAM)
- Test Information Distribution Engine (TIDE) Users Guide
- Test Administrator User Guide
- Reporting User Guide
- Secure Browser Installation Manual

- Accommodations Guide
- Assistive Technology Guide
- Assessment Viewing Application (AVA) User Guide

2.3.2.2 **Test Information Distribution Engine (TIDE).**
TIDE is the user/student registration system. TIDE is the first system to go-live every administration year. Setting up TIDE each year consists of:

- End dating current user passwords and resetting "Test Administrator (TA) cert flag"
- Loading any updated and/or new functional elements
- Loading updated Institution File (from NHED)
- Rolling out latest version to testing environments, including both CAI internal and User Acceptance Testing (UAT) environments
- Making updates based on internal and UAT testing
- Initializing student file transfer from NHED
- Loading approved/tested version to Production environment
- Ongoing system maintenance, including oversight of the transfer of nightly student files into TIDE

The CAI TIDE team ensures any issues in production are addressed in a timely fashion and provide ongoing system maintenance and troubleshooting during the open administration system.

The TIDE system also manages student tools and accommodation settings as well as student testing eligibilities. The CAI Program Team works closely with the CAI TIDE team in verifying these various settings.

2.3.2.3 **Test Delivery System (TDS).**
TDS consists of the Test Administrator (TA) Interface, the Secure Browser, and the student testing environment. TDS has a small technology footprint and requires low end-user maintenance. The TA Interface is purely Internet-based. In order to allow students to test, their testing machine requires the installation of the Secure Browser, which can either be installed from a network on many machines, or individually installed.

The CAI TDS team is responsible for loading the test configuration files and ensuring the test system requirements are up-to-date each administration year. The CAI Program Team creates/updates the TDS specification documentation and works closely with the CAI TDS team, through internal testing and UAT, to ensure the test environment is in accordance with the New Hampshire requirements.

Setting up TDS each year consists of:

- Updating the Secure Browser
- Loading test configuration files
- Loading any updated and/or new functional elements
- Setting up testing environment based on updated specs and requirements
- Assures testing tools are working correctly
- Assures testing rules (pause rules, test segments, number of testing opportunities, etc.) are correct, in accordance with specs and requirements
- Rolls TDS out to testing environments (internal and UAT)
- Makes updates based on testing feedback
- Loading approved/tested version to Production environment
- Ongoing system maintenance

2.3.2.4 **Speech to Text (billing schedule line item 9)**

The Speech to Text engine is embedded in the Test Delivery System, which means it can be configured and governed like any other embedded accessibility resource. It does not require any software to be installed on the device, or prior setup. The Speech to Text engine leverages a high-quality, secure transcription service from Google akin to the Google Assistant and is a secure solution. The only information sent to Google is the audio recording, which is destroyed by Google immediately following transcription of the text. The engine is cross-platform compatible, and has consistent presentation and functionality (i.e.; desktop, chrome, iOS, etc.). The tool only appears on the item interactions that should have it.

2.3.2.5 **Centralized Reporting System (CRS)**

The CRS collects all tested student data and makes it available to Districts and Schools. The NH SAS incorporates real-time reporting, so student results are generally available seconds after the student submits a test.

The NH SAS utilizes a fully online reporting system, so teachers do not have to wait for printed reports to be sent out.

With the launch of the Family Portal, NH families also have direct access to their students' test results.

Setting up CRS each year consists of:

- Loading any updated and/or new functional elements
- Setting up testing environment based on updated specs and requirements
- Loading test data from upstream systems

- Assures test modes and reporting standards are correct
- Assures testing measures are accurately reported and are in accordance with specs and requirements
- Rolls CRS out to testing environments (internal and UAT)
- Makes updates based on testing feedback
- Loading approved/tested version to Production environment
- Ongoing system maintenance

2.3.2.6 **Analysis**

The CAI Analysis team is responsible for ensuring data flows from our scoring systems to our downstream systems, including Reporting. The Analysis team produces the student data file layouts and provides NHED with the cumulative, daily, and final student data files.

2.3.2.7 **Psychometrics**

The CAI Psychometric team is responsible for the following tasks:

- Sample design
- Field-test design
- Item analysis
- Analysis of differential item functioning
- Calibration, using both classical and Item Response Theory (IRT) methods
- Parallel form equating and vertical linking of related tests
- Design and implementation of standard-setting sessions
- Design and implementation of special studies, including validity studies
- Randomized field trials
- Cross-form reliability studies
- Program and initiative evaluations

The CAI Psychometric team also produces the annual Technical Report and lends support to New Hampshire's Technical Advisory Committee (TAC). The CAI Program Team, in concert with the CAI psychometrics teams, will also assist NHED in the preparation of items for required Peer Review elements, particularly when those items are relative to the Technical Reports being produced.

2.3.3 Test Scoring/Autoscoring (billing schedule line item 10)

Autoscoring:

Autoscoring is used to produce scores more quickly, ensure consistent score application within and across test administrations, reduce costs, and produce high-quality scores. Autoscoring is used in conjunction with human hand scoring. The Autoscore process is supported by the CAI Psychometric, Autoscore, Reporting, and TDS teams.

Hand scoring:

In support of the Autoscore engine and for checking the Autoscore process against hand scoring for the validity of scores and/or the scoring of certain condition codes, CAI partners with Measurement Inc. (MI) to perform hand scoring. For validity purposes, CAI directs approximately 15% of written responses to MI for hand scoring. These scores are returned to CAI and inserted into CRS no later than 10-business days from test submission. At the request of NHED, CAI will provide the actual percentage of written responses that were hand scored in a given test administration year.

2.3.4 Student Data Files (billing schedule line item 11)

The CAI Analysis team is responsible for collecting and tracking data in the production and distribution of student data files. In preparation for the opening of the Interim testing window, the Analysis team creates a data file layout outlining the data elements to be collected. This layout is provided to NHED in order to facilitate the transfer of student data from CAI. The initial data file is a cumulative file containing all the records to date. From that point, the CAI Analysis team provides daily files. The same process is followed for the Summative test window. Files are delivered on a daily basis until the close of the testing windows. At the close of the testing windows, the CAI Analysis team provides final data files for all Interim and Summative testing events.

2.3.5 Centralized Reporting System (billing schedule line items 12 & 13)

The Centralized Reporting System (CRS) is the repository for all student testing results, in a format designed for consumption by educators. NH employs real-time reporting where results are provided to the field within seconds of a student submitting a test. Individual Student Reports (ISRs) are readily available to schools and districts to be shared with families.

2.3.5.1 **Family Portal (billing schedule line item 14)**

The Family Portal is a standalone website where families can directly access student Summative results and requires setup and maintenance, similar to all the other online systems. Access codes for the Family Portal are generated by TIDE and Districts/Schools distribute this information to families. CAI and NHED will work together to identify barriers to parent access and propose potential solutions (such as embedding parent access in learning management systems) as an alternative to distributing codes directly by Districts/Schools.

2.3.5.2 **Family Portal Enhancements and Language Translations (billing schedule line item 29)**

Cambium will provide enhancements and upgrades to the Family Portal to include a new test detail page. The Test Detail Page will include the following new features: Tabs related to a student's overall results, student's results by reporting category, student's progress over time, and access to relevant resources identified by Cambium and NHED that may help the student based upon their

performance. This will include reporting results for NHSAS Summative ELA, Mathematics, and Science.

The Family Portal enhancements will also include new language translations for Spanish, Portuguese, and Swahili, which represent some of the most common languages spoken by multilingual families in New Hampshire. Family Portal will have the option for the parents to select the language from the dropdown to display the translated language. The translated Individual Report will be available in CRS as well as the Family Portal. After the first year, Cambium will provide translations of minor updates to the text at no additional charge. Minor updates are defined as less than 10% of the total text.

2.3.6 Technical Advisory Committee Meetings (billing schedule line item 15)
The NH Technical Advisory Committee (TAC) is scheduled to meet twice per administration year. The CAI Program Team is responsible for meeting logistics, materials, and food/drink. CAI provides the TAC chair and members a stipend ($3,000/day and $1,500/day, respectively) and covers any lodging and other logistics. CAI functional teams also lend support to the TAC and their meeting, most notably Psychometrics and Content.

2.3.7 Technical Report (billing schedule line item 16)
The CAI Psychometric team annually produce a technical report documenting all facets of New Hampshire's statewide assessment system. CAI works with NHED to provide all technical documentation necessary to successfully complete the peer review process. To support NHED and the NH TAC in the development and review of peer review evidence, CAI will provide NHED a crosswalk between the peer review guidelines and the technical report sections.

2.4 ITEM DEVELOPMENT AND TEST CONSTRUCTION

2.4.1 Science Item Development (billing schedule line item 17)
New Hampshire, as a member-state of Next Generation Science Standards Memorandum of Understanding (NGSS MOU), is required to provide cluster and standalone items to the NGSS item bank. Support for any item writing workshops and review meetings is provided by the CAI Program and Content teams. The CAI Program Team is responsible for all meeting and lodging logistics. The CAI Content team is responsible for the training of committee members as well as meeting facilitation. For in-person meetings, CAI HelpDesk and IT support is also provided.

2.4.2 Summative Test Construction (billing schedule line item 18)
The NH SAS Summative assessment is an online, adaptive test that requires annual construction and maintenance. The CAI Psychometric and Content teams assure new items introduced to the Summative assessments adhere to the NH assessment blueprints.

These aforementioned CAI Psychometric and Content teams perform test simulations and other Quality Control (QC) measures to confirm the Summative tests are free of measurement and/or content errors.

2.4.3 Interim Form Construction/Maintenance (billing schedule line item 19)
The Interim test, although fixed form, requires construction and maintenance in the event new items are made available and old items are removed from the Interim bank. As with the Summative tests, CAI's Psychometric and Content teams perform simulations and other QC measures to assure test blueprint and content alignment.

2.4.4 Content/Bias/Sensitivity Committee Review Meeting (billing schedule line item 20 & 21)
Supporting the Independent College and Career Readiness (ICCR) item bank for English Language Arts (ELA) and Math, the NHED hosts a series of Content Review and Bias/Sensitivity meetings. The CAI Program Team is responsible for all meeting and lodging logistics. The CAI Content team is responsible for the training of committee members as well as meeting facilitation. The committee members are chosen by NHED in partnership with CAI. These meetings are in-person and CAI provides HelpDesk and IT support before, during, and after the committees meet. CAI covers all costs related to the meeting.

2.4.5 Mathematics Item Development (billing schedule line item 22)
Cambium Assessment Inc. (Cambium) will annually develop twenty (20) assessment items per grade for grades 3 through 8 for a total of 120 mathematics items. The development will be done in partnership with the New Hampshire Department of Education (NHED) and based upon an analysis of the current bank supporting the NHSAS and any additional New Hampshire specific content initiatives. Cambium will work closely with NHED to ensure alignment with state standards and requirements. Cambium will hold virtual rubric validation and data review meetings with NHED, in the summer following field testing, as part of the development process. The assessment items developed under this agreement will be owned by the state of New Hampshire and are separate from the ClearSight assessment item bank, which is owned by Cambium.

2.4.6 English/Language Arts Item Development (billing schedule line item 23)
Cambium will annually develop twenty (20) assessment items and associated passages per grade for grades 3 through 8 for a total of 120 English/language arts items. The development will be done in partnership with NHED and based upon an analysis of the current bank supporting the NHSAS and any additional New Hampshire specific content initiatives. Cambium will work closely with NHED to ensure alignment with state standards and requirements. Cambium will hold virtual rubric validation and data review meetings with NHED, in the summer following field testing, as part of the development process. The assessment items developed under this agreement will be owned by the state of New Hampshire and are separate from the Clearsight bank items.

2.4.7 Additional Science Item Development (billing schedule line item 24)

Cambium will annually develop six (6) stand-alone assessment items per grade for grades 5, 8, and 11 for a total of eighteen (18) science items. The development will be done in partnership with NHED and based upon an analysis of the current bank supporting the NHSAS and any additional New Hampshire specific content initiatives. Cambium will work closely with NHED to ensure alignment with state standards and requirements. Rubric validation and data review meetings will be held in conjunction with the cross-state, virtual sessions that already occur as part of the current contract. The assessment items developed under this agreement will be owned by the state of New Hampshire and will be used to support the NHSAS. These items are in addition to the items required by New Hampshire's participation with the Cambium Science Memorandum of Understanding.

2.4.8 Content Advisory and Bias Committees (billing schedule line item 25, 26 and 30)

Cambium will add an additional day to the annual Clearsight Content Advisory and Bias Committee meetings to review the additional New Hampshire mathematics and English/language arts developed under this agreement. These meetings are held in person and will occur the Fall after items are developed.

The additional New Hampshire science items developed under this agreement will be reviewed during the standing Science MOU Content Advisory and Bias Committee meeting. This meeting will be held in-person, in coordination with the mathematics and English/language arts content advisory committee meetings.

2.4.9 Item Writing Workshops (IWW) (billing schedule line item 27 and 28)

Cambium will conduct a 2 day in-person writing workshop with 12-18 New Hampshire educators and 4 CAI facilitators for mathematics and ELA items. The meeting will occur between November and March of each year and include a teacher training component and standards assignments based on grade level bands. Items developed during the item writing workshops will then be edited and fine tuned by CAI in partnership with NHED before review by educators during content advisory and bias committee meetings.

Cambium will conduct a 1 day, in-person writing workshop with 9 educators and 2-3 CAI facilitators prior to the fall or early winter for science items. The meeting will occur between October and February of each year and include a teacher training component and standards assignments based on grade level bands. Items developed during the item writing workshop will then be edited and fine-tuned by CAI in partnership with NHED before review by educators during the Science MOU content Advisory and Bias Committee meetings.

EXHIBIT C-2
Method of Payment

BILLING LINE #	DELIVERABLE	FY25	FY26	FY27	FY28	FY29
	Planning and Project Management					
1	Conduct Project Kickoff Meeting	$28,768.00	$28,768.00	$28,768.00	$28,768.00	$28,768.00
2	Project Status Reports	$233,200.00	$233,200.00	$233,200.00	$233,200.00	$233,200.00
3	Work Plan - Weekly Status Meetings	$8,250.00	$8,250.00	$8,250.00	$8,250.00	$8,250.00
4	Systems Interface Plan and Design/Capability	$8,250.00	$8,250.00	$8,250.00	$8,250.00	$8,250.00
5	Comprehensive Training Plan and Curriculum	$13,353.00	$13,353.00	$13,353.00	$13,353.00	$13,353.00
	System Deployment					
6	Conduct Training	$95,183.00	$95,183.00	$95,183.00	$95,183.00	$95,183.00
	Operations					
7	Item Banks and Configuration for Testing (UAT)	$228,692.00	$228,692.00	$228,692.00	$228,692.00	$228,692.00
8	Test Administration	$889,350.00	$889,350.00	$889,350.00	$889,350.00	$889,350.00
9	Speech-to-Text	$5,500.00	$5,500.00	$5,500.00	$5,500.00	$5,500.00
10	Test Scoring	$165,000.00	$169,950.00	$175,049.00	$180,300.00	$185,709.00
11	Student Data File	$173,250.00	$173,250.00	$173,250.00	$173,250.00	$173,250.00
12	Online Reporting System	$104,865.00	$104,865.00	$104,865.00	$104,865.00	$104,865.00
13	Deliver Individual Student Reports (ISR)	$55,966.00	$55,966.00	$55,966.00	$55,966.00	$55,966.00
14	Family Portal	$111,867.00	$111,867.00	$111,867.00	$111,867.00	$111,867.00
15	Technical Advisory Committee (TAC) Meetings (2)	$124,411.00	$124,411.00	$124,411.00	$124,411.00	$124,411.00
16	Technical Report	$55,000.00	$55,000.00	$55,000.00	$55,000.00	$55,000.00
	Item Development and Test Construction					
17	Science Item Development	$126,749.50	$126,749.50	$126,749.50	$126,749.50	$126,749.50
18	Summative Test Construction	$33,000.00	$33,000.00	$33,000.00	$33,000.00	$33,000.00
19	Interim Form Construction	$5,500.00	$5,500.00	$5,500.00	$5,500.00	$5,500.00
20	Bias/Sensitivity Committee Review	$47,113.00	$47,113.00	$47,113.00	$47,113.00	$47,113.00
21	Content Review	$109,464.00	$109,464.00	$109,464.00	$109,464.00	$109,464.00

Contractor Initials: CL

EXHIBIT C-2
Method of Payment
Continued

	2024 Amendment Additions					
22	Mathematics Item Development	$180,000.00	$180,000.00	$180,000.00	$180,000.00	$180,000.00
23	English Language Arts (ELA) Item Development	$180,000.00	$180,000.00	$180,000.00	$180,000.00	$180,000.00
24	Additional Science Item Development	$27,000.00	$27,000.00	$27,000.00	$27,000.00	$27,000.00
25	Math Content Advisory Committee (CAC) Meetings	$9,385.00	$9,385.00	$9,385.00	$9,385.00	$9,385.00
26	ELA CAC Meetings	$9,385.00	$9,385.00	$9,385.00	$9,385.00	$9,385.00
27	Item Writing Workshops (IWW) ELA/Math	$26,625.00	$26,625.00	$26,625.00	$26,625.00	$26,625.00
28	IWW Science	$11,614.00	$11,614.00	$11,614.00	$11,614.00	$11,614.00
29	Family Portal Enhancements	$179,024.00	$58,587.00	$58,587.00	$58,587.00	$58,587.00
	2025 Amendment Additions					
30	Science Content Educator Meetings	$0	$31,587.00	$31,587.00	$31,587.00	$31,587.00
	TOTALS	$3,245,764.50	$3,161,864.50	$3,166,963.50	$3,172,214.50	$3,177,623.50
	GRAND TOTAL	$15,924,430.50				

Limitation on Price: Upon mutual agreement between the state contracting officer and the contractor, line items in this budget may be adjusted one to another, but in no case shall the total budget exceed $15,924,430.50. To be binding on the state, such adjustments of budget line items must be memorialized in writing, executed by the Contracting Officer and approved by the Commissioner.

Funding Source: Funds are available in the following accounts for Fiscal Year 2026 and 2027 and are anticipated to be available in Fiscal Years 2028 and 2029, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between fiscal years through the Budget Office if needed and justified.

06-56-56-567010-30590000 ASSESSMENT & ACCOUNTABILITY

Fiscal Year	Class/Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	102-500731	Contracts for Prog Svcs	$623,033	$0	$623,033
2026	102-500731	Contracts for Prog Svcs	$502,596	$31,587	$534,183
2027	102-500731	Contracts for Prog Svcs	$502,596	$31,587	$534,183
2028	102-500731	Contracts for Prog Svcs	$502,596	$31,587	$534,183
2029	102-500731	Contracts for Prog Svcs	$502,596	$31,587	$534,183
		Total	$2,633,417	$126,348	$2,759,765

Contractor Initials: CL

EXHIBIT C-2
Method of Payment
Continued

06-56-56-560040-30430000 EDUCATION TRUST FUND

Fiscal Year	Class/Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	612-500942	State Testing	$2,622,731.50	$0	$2,622,731.50
2026	612-500942	State Testing	$2,627,681.50	$0	$2,627,681.50
2027	612-500942	State Testing	$2,632,780.50	$0	$2,632,780.50
2028	612-500942	State Testing	$2,638,031.50	$0	$2,638,031.50
2029	612-500942	State Testing	$2,643,440.50	$0	$2,643,440.50
		Total	$13,164,665.50	$0	$13,164,665.50

Budget Summary					
2025	2026	2027	2028	2029	Total
$3,245,764.50	$3,161,864.50	$3,166,963.50	$3,172,214.50	$3,177,623.50	$15,924,430.50

Method of Payment: Payment will be made upon the submittal of monthly invoices that are received by the 10th day of the following month and supported by a summary of activities/completed deliverables that have taken place in accordance with the terms of the contract, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. A final invoice is due within 30 days of the end of this contract. Invoices and reports shall be electronically submitted to:

DEAR@doe.nh.gov

Contractor Initials: CL

Date: 09/09/25

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Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
25 Hall Street
Concord, N.H. 03301

September 30, 2024

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Department of Education to enter into a **sole source** amendment with Cambium Assessment, Inc. (VC#312233) Arlington, VA by increasing the price limitation by $2,633,417.00 from $13,164,665.50 to $15,798,082.50 with no change to the end date to provide New Hampshire specific assessment item development in mathematics, English language arts, and science, as well as enhancements to the Family Portal, including language translations as required by the Every Student Succeeds Act effective upon Governor and Council approval through June 30, 2029. The original contract was approved by Governor and Council on April 10, 2024 (Item #82). 100% Federal Funds.

Funds are available in the following accounts for Fiscal Year 2025 and are anticipated to be available in Fiscal Years 2026, 2027, 2028, and 2029, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between fiscal years through the Budget Office if needed and justified.

06-56-56-567010-30590000 ASSESSMENT & ACCOUNTABILITY

Fiscal Year	Class/Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	102-500731	Contracts for Prog Svcs	$0	$623,033.00	$623,033.00
2026	102-500731	Contracts for Prog Svcs	$0	$502,596.00	$502,596.00
2027	102-500731	Contracts for Prog Svcs	$0	$502,596.00	$502,596.00
2028	102-500731	Contracts for Prog Svcs	$0	$502,596.00	$502,596.00
2029	102-500731	Contracts for Prog Svcs	$0	$502,596.00	$502,596.00
		Total	$0	$2,633,417.00	$2,633,417.00

06-56-56-560040-30430000 EDUCATION TRUST FUND

Fiscal Year	Class/Account	Class Title	Current Budget	Increased (Decreased) Amount	Revised Budget
2025	612-500942	State Testing	$2,622,731.50	$0	$2,622,731.50
2026	612-500942	State Testing	$2,627,681.50	$0	$2,627,681.50
2027	612-500942	State Testing	$2,632,780.50	$0	$2,632,780.50
2028	612-500942	State Testing	$2,638,031.50	$0	$2,638,031.50
2029	612-500942	State Testing	$2,643,440.50	$0	$2,643,440.50
		Total	$13,164,665.50	$0	$13,164,665.50

Budget Summary					
2025	2026	2027	2028	2029	Total
$3,245,764.50	$3,130,277.50	$3,135,376.50	$3,140,627.50	$3,146,036.50	$15,798,082.50

EXPLANATION

The New Hampshire Department of Education (NHED) is requesting a **sole source** amendment because the original contract was **sole source**. Cambium Assessment, Inc. (Cambium) has been the primary provider of the New Hampshire Statewide Assessment System (NH SAS) since 2017. At that time, the contract was awarded through a rigorous competitive proposal process. The NH SAS consists of a system of standards-based summative and interim assessments that are aligned to the New Hampshire College and Career Ready Standards. At its core, the NH SAS utilizes the Cambium's Independent College and Career Readiness (ICCR) item banks, which have been developed to measure college and career ready skills in English language arts and mathematics, and three-dimensional science skills.

The NH SAS test is constructed entirely from items drawn from the ICCR item bank. With this amendment, NHED will partner with Cambium and New Hampshire educators to conduct item writing workshops and engage in item development to construct items that will be used to enhance the current item bank for the NH SAS. With this work, NHED will enhance the number and quality of items available for the New Hampshire statewide assessment while simultaneously engaging New Hampshire educators in the process of writing, developing, and reviewing items for the statewide assessment. These newly developed assessment items will be owned by NHED.

This amendment will also provide for enhancements to the current Family Portal, which is used by parents and guardians to access their child's assessment results. These enhancements will include new informational tabs related to a student's overall results, student assessment results by reporting category, student progress over time, and relevant resources for parents and guardians to use in supporting their child's educational progress. The enhancements will also include language translations for three of the most commonly spoken languages in New Hampshire other than English, allowing more families to access their child's results.

The item development and Family portal work align with federal requirements for the New Hampshire statewide assessment system and therefore federal assessment funds will be used to support this amendment request.

As Cambium is already providing the statewide assessment system and related support structures, NHED believes that a sole source amendment with Cambium is the most prudent and strategic choice for the ongoing provision and enhancement of our statewide assessment system. The established success of our partnership and the unique advantages it offers position us to continue delivering high-quality assessments that align with New Hampshire's educational objectives, as well as state and federal law.

Respectfully submitted,

Frank Edelblut
Commissioner of Education

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Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
25 Hall Street
Concord, N.H. 03301

March 13, 2024

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Department of Education to enter into a **sole source** contract with Cambium Assessment, Inc. (VC#312233) Washington D.C. in an amount not to exceed $13,164,665.50 to provide the statewide assessment system in mathematics, English and language arts, and science in grades 3 through 8, and 11, effective upon Governor and Council approval for the period of July 1, 2024 through June 30, 2029. 100% Education Trust Funds.

Funds are available in the following account for Fiscal Years 2025 and are anticipated to be available in Fiscal Years 2026, 2027, 2028, and 2029, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between fiscal years through the Budget Office if needed and justified.

06-56-56-560040-30430000 EDUCATION TRUST FUND

Fiscal Year	Class/Account	Class Title	Total Amount
2025	612-500942	State Testing	$2,622,731.50
2026	612-500942	State Testing	$2,627,681.50
2027	612-500942	State Testing	$2,632,780.50
2028	612-500942	State Testing	$2,638,031.50
2029	612-500942	State Testing	$2,643,440.50
		Total	$13,164,665.50

EXPLANATION

The New Hampshire Department of Education (NHED) is requesting a sole source contract because Cambium Assessment, Inc. (CAI) has been the primary provider of the New Hampshire Statewide Assessment System (NH SAS) since 2017. At that time, the contract was awarded through a rigorous competitive proposal process. The NH SAS consists of a system of standards-based summative and interim assessments that are aligned to the New Hampshire College and Career Ready Standards. At its core, the NH SAS utilizes the Cambium Assessment, Inc.'s (CAI) Independent College and Career Readiness (ICCR) item banks, which have been developed to measure college and career ready skills in English language arts and mathematics, and three-dimensional science skills.

Prior to the utilization of the NHSAS, New Hampshire utilized the Smarter Balanced assessment program, and before that, the New England Common Assessment Program (NECAP). Since the inception of the state's partnerships with the NH SAS, CAI has demonstrated a strong understanding of the state's unique requirements and intricacies associated with the statewide assessment system. Their team possesses knowledge of our system architecture, functionalities, and the specific challenges and opportunities inherent in the state's educational landscape.

The Test Information Distribution Engine (TIDE) and Test Delivery System (TDS) platforms are familiar to schools and teachers and there has been significant time and financial resources spent training schools on these systems since the inception of the original contract with CAI. Transitioning to a new vendor would lead to disruptions in service, training requirements, and a potential learning curve for educators. It could also have the effect of breaking trend, meaning that prior and future assessment results would not be comparable, and it would be several years before effect student performance trends could be established. Maintaining continuity with CAI minimizes these disruptions, ensuring a smooth and uninterrupted assessment process for all stakeholders involved, providing cost savings to the state in training time and investment as well as continuity of student performance measures.

Finally, the state assessment must be given each year on a standardized schedule with no disruptions, following state and federal regulations and laws. Given the scope of the state assessment, the size and breadth of the work involved, and the strict timelines required, any Request for Proposal (RFP) for a new state assessment system would likely have to be planned out at least 2 (two) years in advance of the end of any current contract.

In light of these considerations, the NHED believes that a sole source contract with CAI is the most prudent and strategic choice for the ongoing provision of our statewide assessment system. The established success of our partnership and the unique advantages it offers position us to continue delivering high-quality assessments that align with New Hampshire's educational objectives, as well as state and federal law.

Respectfully submitted,

Frank Edelblut
Commissioner of Education