

NREC2023-01 ADDENDUM ONE, QUESTIONS and ANSWERS

Date: March 20, 2023
 To: All Bidders
 From: Samantha Lowery, Buyer
 Nebraska Real Estate Commission
 RE: Addendum for Request for Proposal Number NREC2023-01
 to be opened April 5, 2023, at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

<u>Question Number</u>	<u>RFP Section Reference</u>	<u>RFP Page Number</u>	<u>Question</u>	<u>State Response</u>
1.	C. Schedule of Events	2	The RFP states in C. Schedule of Events a Contract Award date of May 1 st and a Contractor Start date of July 1 st . Given the significant number of activities required to launch this program, we believe bidders other than the incumbent will not be able to meet this deadline without introducing potential, significant risks. Will the Commission consider extending the program launch date to September 1 to ensure a fair and competitive bidding process? If that is not possible, would the Commission consider extending the launch date to August 14? Due to the potential impact of the start date on bidders'	The Commission has extended the start date of the Contract to September 1, 2023.

			proposals, would the Commission consider responding to this question by or before Friday, March 10, before the Q&A posting date of the 20th?	
2.	EMAIL SUBMISSIONS SPB will not accept proposals by email, electronic, voice, or telephone proposals except for one-time purchases under \$50,000.00.	7	Considering that this is a no-cost contract to the State, would the Commission accept an electronic submission in lieu of printed copies? If email is not a good option for the Commission, alternatives could include FTP or an upload, as other states have recently implemented. (Of note, the State of Nebraska Department of Insurance Producer Licensing Examinations RFP response was allowed to be submitted electronically in 2022.)	The submission must be provided on hard copy. An electronic version may be submitted as well, but the official submission shall be the hard copy response form the vendor(s).
3.	H. SUBMISSION OF PROPOSALS The Request for Proposal form must be manually signed in an indelible manner.	3-4	If the requirement for hard copies is NOT enforced, we presume that e-signatures will be acceptable. Is this correct? In addition, would the Commission also consider accepting e-signatures if hard copies remain required?	Hard copy with wet signature required, see #2 above
4.	10. The vendor shall supply to the Commission sufficient information bulletins describing its examinations to assure an adequate supply for enclosure in the Commission's mailing to all applicants.	27	Can the Commission inform how many copies of its Candidate Information Bulletins were printed in 2022? Otherwise, what percentage of candidates should the successful vendor plan to print bulletins for?	Estimated 1600 last year. Note some candidates apply and are supplied with materials but never take the test or become licensed.
5.	Appendix B	1	Could the Commission provide the total number of examinations administered in each of the past two years, broken down by exam type?	This information, by fiscal year, is provided in Appendix B
6.	Appendix B	1	Could the Commission provide the candidate volume for exams that were retaken during each of the	2021 Broker Retakes 27 2022 Broker Retakes 35 2021 Sales Nat. Ret. 444 2022 Sales Nat. Ret. 501

			past two years, broken down by exam type? Are regular exam fees charged for all retake exams? Does an individual need to pay the retake fee every time they sit the exam? Or does the six-month window cover all retakes within the window?	2021 Sales St. Ret. 537 2022 Sales St. Ret. 589 An exam fee is paid each time an exam is administered, original or retake, full or partial. The fee is always \$150
7.	Appendix B	1	Could the Commission provide the number of administrations by test center location for each of the past two years?	See Attached Salesperson Stats Report 2021 and 2022 for sales exams by location, we do not have broker numbers.
8.	E. TECHNICAL REQUIREMENTS 5	27	Are any portion(s) of any examination fees retained by the Commission? Or, does the vendor retains the currently published exam fee remitted in full to the vendor?	The Commission Collects \$150 per exam administered. Under the current contract the examination company is reimbursed \$72 dollars for each sales exam administered, and \$82 dollars for each broker exam administered on a monthly basis
9.	Appendix B	1	Could the Commission provide the number of administrations by test site for each of the last two years, broken down by exam title?	See Attached Salesperson Stats Report 2021 and 2022 for sales exams by location, we do not have broker numbers.
10.	Appendix B	1	Could the Commission provide an Excel file containing the zip codes of the testing candidates for 2021 and 2022? Specifically, this Excel file would contain records that reflect the year of testing and the corresponding home address zip code of each candidate that tested (2011, 04333, etc.; 2012, 04333, etc.). If this information is not available, could Commission provide candidate volume by test center location, city, metro area, county, or other geographical category?	We do not have that specific information
11.	Appendix B	1	Can the Commission provide pass rates for the past two years, broken down by exam line and exam part (i.e., pass rate for State only, pass rate for	See Attached Salesperson Stats Report 2021 and 2022

			National only, pass rate for combined)?	
12.	E. TECHNICAL REQUIREMENTS 1-4	27	Does the Commission's current vendor offer the exams as two single part (state OR national) or one combination (state AND national) examinations?	Broker exams have a state and national portion, and are only taken as one exam. Salesperson applicants may retake the portion of the exam they did not pass up to three times in a 6 month period. If they do not pass in the six months or three attempts, they must start over and take the full exam
13.	E. TECHNICAL REQUIREMENTS 3-4	27	Is a broker examination that is separate from the salesperson examination currently available for the Commission's candidates?	Yes
14.	I. OWNERSHIP OF INFORMATION AND DATA/ DELIVERABLES	18	Does NREC currently own or license any Sales or Broker questions? If so, will they be shared with the selected test vendor? If so, can you please provide the following information? How many items are available per state-level license line (i.e., Sales and Broker)? Are there statistics for the current items? IF so, IRT-based (Rasch), or Classical (p-values)? Are there cut scores for each exam? Is each item within the item banks linked to test outline specifications, blueprints, or domains? Will the item banks be provided in electronic format? Please specify the format.	The NREC owns the sales and broker exam test. It is the expectation of the NREC that the chosen vendor develops and provides their own examination. The NREC will provide subject matter experts in a timely manner for test questions development and review
15.	I. OWNERSHIP OF INFORMATION AND DATA / DELIVERABLES	18	In performance of the services under any resulting contract, Contractors will utilize significant existing proprietary computer programs, source code, materials, test items, tests and intellectual property that have been previously developed by the contractor or its 3rd party licensor ("Contractor Intellectual	The NREC does not claim any ownership interest in proprietary software, source code etc., used in test administration. Under the contract the NREC would take a perpetual right to use interest in any test developed pursuant to the contract and to testing reports and statistics as required by the contract. The NREC must have the right to use the

			Property”), some of which may be trade secret, copyright, patent and trademark protected. We presume the state understands contractor or its licensors will retain all Intellectual Property rights to Contractor’s Intellectual Property including derivative or customized works; is our presumption correct?	exam if for some reason the chosen vendor becomes unable or unwilling to perform. To the extent this answer may be inconsistent with the language of the RFP, the language of the RFP is hereby modified.
16.	C. PROJECT REQUIREMENTS, 1. Sample Examination Items	26	<p><i>1. Sample examination items for both a salesperson and a broker examination administered for real estate licensure in United States or the District of Columbia in 2022. The number and choice of items should be representative of the variety of measurement that would be found on any one examination form.</i></p> <p>We appreciate and understand the Commission’s desire to review actual current exams. However, the process as requested raises a number of security concerns, for which we would like to propose another option. In lieu of providing actual exams with the proposal submission, would it be possible to work with the Commission to determine a mutually agreed upon method of reviewing the exams once bids are submitted on April 5, 2023? If yes, at that time, the Commission would need to provide the names and</p>	The NREC agrees to require and retain confidentiality and non-disclosure agreements signed by all reviewers and any NREC staff given access to the submitted sample exam, and to provide reviewers a very limited timeframe for review of the sample exam in a controlled access environment. Reviewers will be required to return the sample exam upon review. The NREC agrees to collect and retain the non-disclosure agreements and return the sample exams upon the request of the vendor after review. The NREC will not provide the names or identifying information regarding the proposal review committee per state policy.

			email addresses of all authorized reviewers for purposes of providing access to the materials.	
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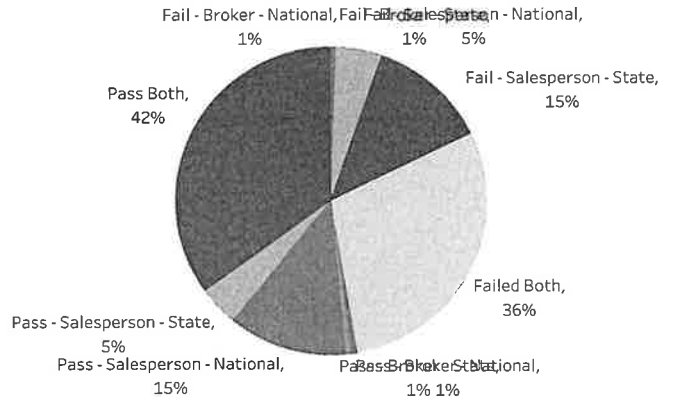
This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.

Salesperson Stats Report 1/1/2022 to 12/31/2022

Test Name
All

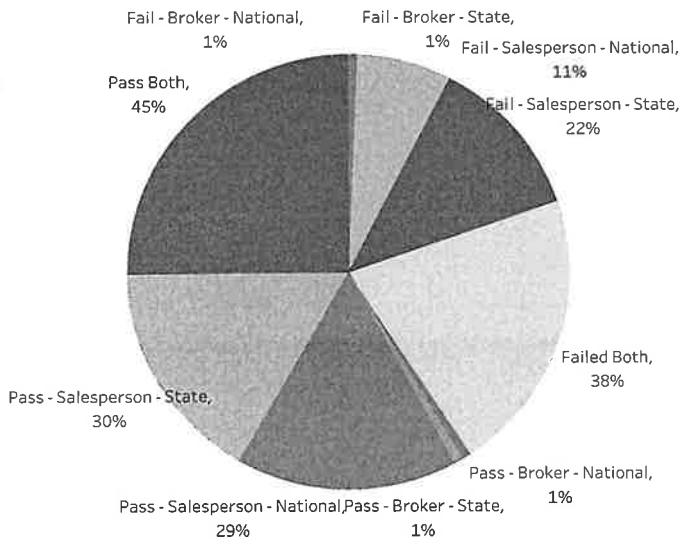
First Time Table Sales All

Salesperson Attempt Portion Passing	Candidates	% of Candidates
Fail - Broker - National	5	1%
Fail - Broker - State	6	1%
Failed Both	256	36%
Pass - Broker - National	6	1%
Pass - Broker - State	5	1%
Pass - National/Fail - State	108	15%
Pass - State/Fail - National	36	5%
Pass Both	303	42%
Grand Total	714	100%



All Attempts Table All

Salesperson At..	Candidates	% of Candidates	Test Count
Fail - Broker - National	10	1%	11
Fail - Broker - State	10	1%	14
Failed Both	310	38%	493
Pass - Broker - National	10	1%	14
Pass - Broker - State	10	1%	11
Pass - National/Fail - ...	242	29%	465
Pass - State/Fail - National	248	30%	390
Pass Both	368	45%	368

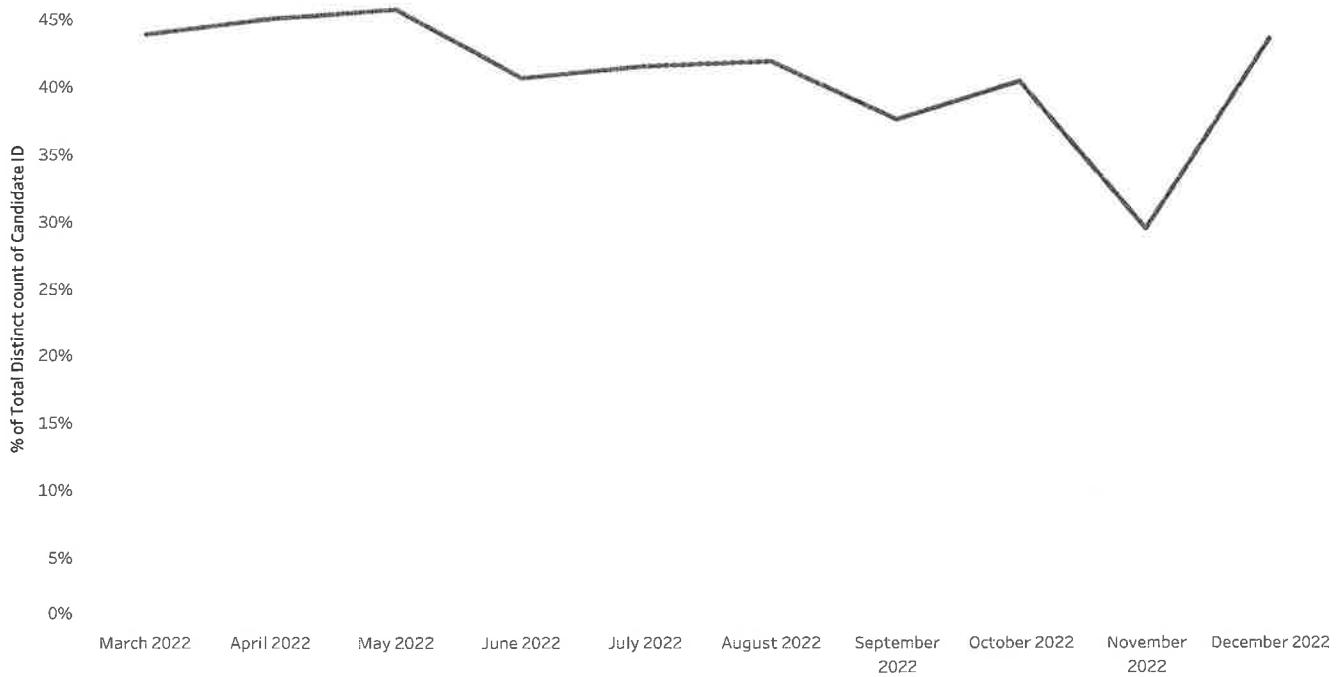


Salesperson Stats Report 1/1/2022 to 12/31/2022

First Time Salesperson Stats

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Grand Total
Fail	24	31	41	44	44	41	24	32	25	37	24	26	393
	54.55%	57.41%	56.16%	55.00%	54.32%	59.42%	58.54%	58.18%	62.50%	59.68%	70.59%	56.52%	57.88%
Pass Both	20	23	32	36	37	28	17	23	15	25	10	20	286
	45.45%	42.59%	43.84%	45.00%	45.68%	40.58%	41.46%	41.82%	37.50%	40.32%	29.41%	43.48%	42.12%
Grand Total	44	54	73	80	81	69	41	55	40	62	34	46	679
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

First Time Salesperson Pass Both Graph



Salesperson Stats Report 1/1/2021 to 12/31/2021

1 2 3

Test Center Name	NE Real Estate Salesperson	
	Registered	Tested
Omaha - HRB	820	774
Omaha - Oracle Aviation	779	756
Lincoln - HRB	727	709
North Platte - Mid-Plains Community Colle..	82	82
COUNCIL BLUFFS	81	75
North Platte - HRB	78	78
Cheyenne - HRB	23	19
CENTENNIAL (Denver)	3	1
AUSTIN - LACOSTA CORPORATE PARK - CLO..	2	2
NASHVILLE (1102 KERMIT DRIVE)	2	2
PHOENIX - CLOSED	2	2
SEATTLE (BELLEVUE) - CLOSED	2	2
Grand Total	2,601	2,502

Passing Candidate % By Attempt

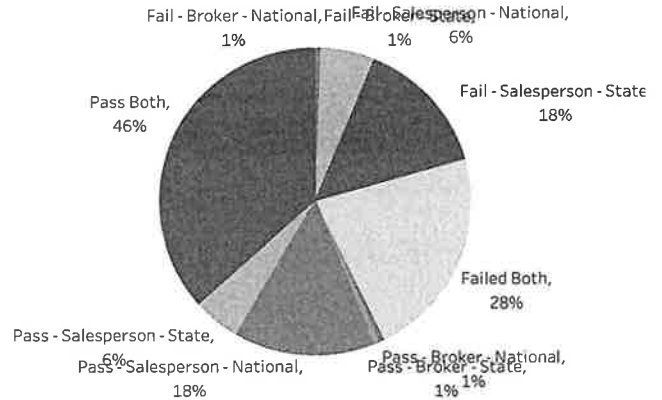
	Grand ..	1	2	3	4	5	6	7	8	9	10	11	14	15
1/1/2021 PASSED	56	28	15	7	4	1	1							
	7%	3.7%	4.1%	4.5%	5.0%	2.5%	5.9%							
1/1/2021 FAILED	41	22	17	7	3									
	5%	2.9%	4.7%	4.5%	3.8%									
2/1/2021 PASSED	66	28	22	7	4	4	1							
	8%	3.7%	6.1%	4.5%	5.0%	10.0%	5.9%							
2/1/2021 FAILED	50	28	12	6	4	5								
	6%	3.7%	3.3%	3.9%	5.0%	12.5%								
3/1/2021 PASSED	92	46	28	9	4	3	1	1						
	11%	6.1%	7.7%	5.8%	5.0%	7.5%	5.9%	16.7%						
3/1/2021 FAILED	72	53	17	6	3		1							
	9%	7.0%	4.7%	3.9%	3.8%		5.9%							
4/1/2021 PASSED	73	30	25	9	5	1	2			1				
	9%	4.0%	6.9%	5.8%	6.3%	2.5%	11.8%			33.3%				
4/1/2021 FAILED	63	36	21	12	2	4	2	1					1	
	8%	4.8%	5.8%	7.7%	2.5%	10.0%	11.8%	16.7%					100.0%	
5/1/2021 PASSED	64	40	12	9	2	1								
	8%	5.3%	3.3%	5.8%	2.5%	2.5%								
5/1/2021 FAILED	54	36	15	2	5				1	1				
	7%	4.8%	4.1%	1.3%	6.3%				33.3%	33.3%				
6/1/2021 PASSED	64	29	17	13	3	1	1							
	8%	3.8%	4.7%	8.4%	3.8%	2.5%	5.9%							
6/1/2021 FAILED	74	46	21	11	3	1		1						
	9%	6.1%	5.8%	7.1%	3.8%	2.5%		16.7%						

Salesperson Stats Report 1/1/2021 to 12/31/2021

Test Name
All

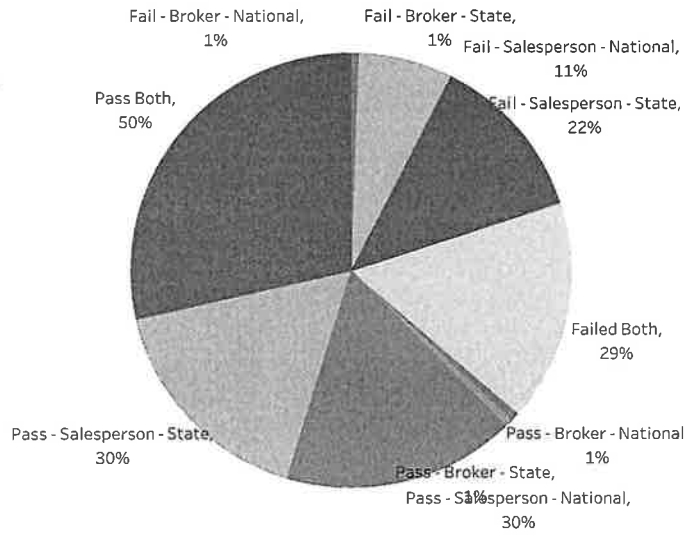
First Time Table Sales All

Salesperson Attempt Portion Passing	Candidates	% of Candidates
Fail - Broker - National	6	1%
Fail - Broker - State	6	1%
Failed Both	220	28%
Pass - Broker - National	6	1%
Pass - Broker - State	6	1%
Pass - National/Fail - State	143	18%
Pass - State/Fail - National	49	6%
Pass Both	363	46%
Grand Total	787	100%



All Attempts Table All

Salesperson At..	Candidates	% of Candidates	Test Count
Fail - Broker - National	9	1%	13
Fail - Broker - State	11	1%	11
Failed Both	252	29%	404
Pass - Broker - National	11	1%	11
Pass - Broker - State	9	1%	13
Pass - National/Fail - ..	261	30%	503
Pass - State/Fail - National	258	30%	405
Pass Both	435	50%	435



Salesperson Stats Report 1/1/2021 to 12/31/2021

First Time Salesperson Stats

	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	Grand Total
Fail	22 44.00%	28 50.00%	53 53.54%	36 54.55%	36 47.37%	46 61.33%	33 64.71%	47 64.38%	27 57.45%	37 58.73%	26 50.00%	20 43.48%	411 54.51%
Pass Both	28 56.00%	28 50.00%	46 46.46%	30 45.45%	40 52.63%	29 38.67%	18 35.29%	26 35.62%	20 42.55%	26 41.27%	26 50.00%	26 56.52%	343 45.49%
Grand Total	50 100.00%	56 100.00%	99 100.00%	66 100.00%	76 100.00%	75 100.00%	51 100.00%	73 100.00%	47 100.00%	63 100.00%	52 100.00%	46 100.00%	754 100.00%

First Time Salesperson Pass Both Graph

Salesperson Stats Report 1/1/2022 to 12/31/2022

Test Center Name	NE Real Estate Salesperson Registered	Tested
Omaha - HRB	971	937
Omaha - Oracle Aviation	700	664
Lincoln - HRB	626	597
North Platte - HRB	92	92
COUNCIL BLUFFS	91	85
North Platte - Mid-Plains Community Colle..	64	62
Scottsbluff - Western Nebraska Communit..	17	17
Austin - Innovative Minds	4	3
CENTENNIAL (Denver)	4	4
Glendale - Integrated Digital Technologies	4	4
Grand Total	2,573	2,465

Passing Candidate % By Attempt

	Grand ..	1	2	3	4	5	6	7	8	9	10	11	12	13
1/1/2022 PASSED	48	20	11	9	3		1	1	3					
	6%	2.9%	3.4%	5.4%	3.4%		3.1%	4.8%	21.4%					
1/1/2022 FAILED	51	24	11	9	5	8	4	1						
	7%	3.5%	3.4%	5.4%	5.7%	17.4%	12.5%	4.8%						
2/1/2022 PASSED	54	23	14	7	7		1		2					
	7%	3.4%	4.3%	4.2%	8.0%		3.1%		14.3%					
2/1/2022 FAILED	61	31	17	7	6	2	6	4						
	8%	4.6%	5.2%	4.2%	6.8%	4.3%	18.8%	19.0%						
3/1/2022 PASSED	74	32	15	19	5	2				1				
	10%	4.7%	4.6%	11.4%	5.7%	4.3%				12.5%				
3/1/2022 FAILED	74	41	26	5	3	3	3	2	2	1	2	2		
	10%	6.0%	7.9%	3.0%	3.4%	6.5%	9.4%	9.5%	14.3%	12.5%	33.3%	40.0%		
4/1/2022 PASSED	77	36	22	11	5	1	1			1				
	10%	5.3%	6.7%	6.6%	5.7%	2.2%	3.1%			12.5%				
4/1/2022 FAILED	71	44	20	7	2	2	1	2	1			1	2	
	9%	6.5%	6.1%	4.2%	2.3%	4.3%	3.1%	9.5%	7.1%			20.0%	50.0%	
5/1/2022 PASSED	72	37	16	8	8	1	1	1						
	9%	5.4%	4.9%	4.8%	9.1%	2.2%	3.1%	4.8%						
5/1/2022 FAILED	74	44	24	17	5	1		1	1					
	10%	6.5%	7.3%	10.2%	5.7%	2.2%		4.8%	7.1%					
6/1/2022 PASSED	64	28	16	8	6	5		1						
	8%	4.1%	4.9%	4.8%	6.8%	10.9%		4.8%						
6/1/2022 FAILED	71	41	22	9	7	3	1		1					
	9%	6.0%	6.7%	5.4%	8.0%	6.5%	3.1%		7.1%					

NREC RFP 2023-01**REVISED SCHEDULE OF EVENTS**

The State expects to adhere to the procurement schedule shown below, but all dates are approximate and subject to change.

ACTIVITY		DATE/TIME
1.	Release Solicitation	February 27, 2023
2.		
3.	Last day to submit written questions	March 14, 2023
4.		
5.	State responds to written questions through Solicitation "Addendum" and/or "Amendment" to be posted to the Internet at: https://das.nebraska.gov/materiel/bidopps.html	March 20, 2023
6.	Proposal Opening Location: Nebraska Real Estate Commission 301 Centennial Mall South Lincoln, NE 68508, 1 st Floor	April 5, 2023 2:00 PM Central Time
7.	Review for conformance to solicitation requirements	April 5, 2023
8.	Evaluation period	April 6, 2023-April 12, 2023
9.	Post "Notification of Intent to Award" to Internet at: https://das.nebraska.gov/materiel/bidopps.html	April 20, 2021
10.	Contract finalization period	April 21, 2023 -April 27, 2023
11.	Contract award	May 1, 2023
12.	Contractor start date	September 1, 2023

This revised schedule of events amends the original schedule of events published in RFP 2023-01. TO the extent that any references in RFP2023-01 are inconsistent with the dates in this revised schedule of events, the revised schedule of events are controlling.