

1. Can we use Administrative Office of the United States Courts' data and analytics environment to build the exercises and examples for the training course, or is the training expected to be from sample data?

Answer: The Administrative Office of the United States Courts (AO) – Probation and Pretrial Services Office (PPSO) can provide both data and the analytics environment for the training course. The AO will provide data to the contractor in order for them to build the data science training program after award.

2. Is this training requirement for a one-time delivery only, or is Administrative Office of the United States Courts hoping to be able to deliver the curriculum themselves after the first session?

Answer: At present, we have no plans for staff within PPSO to deliver the data science curriculum training after the first session. Our plan is to have an outside contractor train PPSO staff on the topic of data science. Essentially, the training is a one-time delivery in that the contractor would train PPSO staff during a time period spanning several months.

3. Does Administrative Office of the United States Courts have a preferred data science platform (e.g. Microsoft, IBM, Google or Amazon)?

Answer: Our preferred data science platform will primarily be Microsoft Power BI Pro. Additionally, we will have Azure Monitor, Azure Analysis Services, SQL Server Reporting, and Hadoop available.

4. Would Administrative Office of the United States Courts like to receive the training content as pre-recorded files for future reference?

Answer: If there's a method for the contractor to record lessons while conducting the actual data science training, this would amount to an added feature but is not a requirement for this contract.

5. The SOW states that the vendor shall facilitate an in-person training event for up to 10 PPSO staff. In the *Supplies or Services and Prices/Costs* section there is mention of an optional period with a quantity of six. Does that mean that you anticipate up to 60 students being trained?

Answer: The winning offeror will be training approximately ten (10) PPSO staff for up to six (6) weeks spread over six (6) months. One week of training per month for a total of six (6) training sessions. The same ten (10) PPSO staff will participate in each training session.

6. Is it more likely that the winning vendor will train 10 PPSO staff or 60?

Answer: See answer to Question #5.

7. We would like to indicate in our proposal our vast experience with Data Science Training, our instructors' bios and resumes, our understanding of the requirements and our suggestions on ways to deliver the sessions in order to gain the most value from them. What section and which proposal would you suggest that we include this information in?

Answer: The items you reference in your question should be demonstrated in Volume II under the experience section of your proposal. See Section "L.4.2 – Section 2 – Experience / Past Performance" of the solicitation. Any assumptions conditions or exceptions need to be addressed in Volume I of your proposal. See Section "L.3.3 – Part 3 – Assumptions, Conditions or Exceptions" of the solicitation.

8. Based on the requirements, we have assumed that Administrative Office of the United States Courts would like the training duration to be: 0.6 days x 4 days per week x 5 sessions (once per month over 5 months), to a total of 96 total hours. Is this assumption correct?

Answer: The AO envisions training to be a full day (seven (7) – eight (8) hours) and at a minimum of four (4) days a week. As experts in this field, we are relying on industry to develop a course that meets the requirements of the SOW and propose the correct number of hours in a day and number of days in a week for each training session.

9. For Part 4 of Volume I (Business Proposal), there are two separate rows/options for the delivery – one for in-person delivery and one for virtual delivery. However, both amounts are added to the total amount at the bottom of the table. We would like to clarify that Administrative Office of the United States Courts will only exercise ONE of those options (in-person or virtual) based on the situation of COVID at time of contract award.

Answer: That is correct. Only one option will be exercised. Either Contract Line Item Number (CLIN) 1001 (plus CLIN 1002 for travel expenses) or CLIN 1003. The determination of which option will be exercised will be decided towards the end of August.

10. Should travel expenses be incorporated into the costing for CLIN 1001 and CLIN 0001 or is it separate and invoiced and reimbursed up to a maximum of \$15,000?

Answer: Travel expenses for the in-person training will be paid for under CLIN 1002. No travel is included under CLIN 0001.

11. I am hoping to understand what motivates PPSO to learn about data science. Can you please elaborate on what has prompted this course, the computer and mathematical background of the students, and what kind of value the ideal course would yield for the graduates in the ability to add further value to their department?

Answer: There are several issues that prompted PPSO to have its staff learn about data science. Specifically, our organization is interested in learning how to employ machine learning algorithms for the purpose of prediction. Our agency is responsible for supervising offenders after they are released from federal prison and we use risk assessment tools to assess their likelihood of committing new crimes. We're interested in examining whether tools in the data science toolkit could be applied to improve the predictive efficacy of our risk instruments. Moreover, our organization produces large quantities of unstructured data which we've been unable to analyze. It is our expectation that the data science applications could be applied to examine these unstructured data. The potential students have a range of software application backgrounds, but most of us conduct our statistical work using programs such as Stata and SPSS. Relatively few of us have experience programming in Python though some of us know SQL. Our mathematical backgrounds vary as well but its important to note that we use statistical applications in a practicable manner. While we understand that mathematics provides an important foundation to data science, we're more interested in the practical applications of these tools. Regarding the last question, ideally this training would allow us to have a foundational grounding in data science, an ability to utilize data science applications for the purpose of prediction, and a capacity to employ data science techniques in the examination of unstructured data.

12. I see that Seaborn (graphing/visualizing) and Natural Language Processing are being asked for. Are the students expected to create a bespoke solution to scan through documentation and then apply the methods from this course to that data?

Answer: Yes, we would be interested in having the data science trainer educate us on how to create bespoke solutions to scan through documentation and then apply these methods to our data.

13. Also, I'd like to understand how the python coding modules will be taught. Will the government have Python or Jupyter (usually more common for data science) environments installed on the students computers before hand?

Answer: Yes, the government will have Python and/or Jupyter installed on the student's computers before the class starts.

14. Lastly, I am XXXXX and XXXXXXXX educated in computer sciences, have taught STEM courses at University level since 2003 to large and small groups, as well as one-on-one. However, the last University course I taught was in 2015 over 3 years ago. I understand that this doesn't meet the definition for recent experience (within past 3 years), however, it is highly relevant and material to my capability to provide the service of teaching your colleagues. Should I still add this information into Section 2 of Volume 2, or refer to the cover letter and add the information there?

Answer: A contract award cannot be made to an offeror that does not meet the minimum requirements of the solicitation.

15. I was asked to reach out and see if you'd like the point of contact to be me, a business development director, or for payments/billings would you like it to be within XXXXXX's finance team?

Answer: The individual that will be listed under Judiciary clause 7-10 should be the individual in charge of the day-to-day operations of this contract.

16. In the document titled Descriptions/Specifications/Statement of Work, Section C-1 Statement of Work lists in Clause 3. Scope of Work the required training topics categorized by the following subjects.

- Foundations of data science
- Introduction to data science toolkit
- Conducting exploratory data analysis
- Utilizing traditional statistical modeling techniques
- Applying machine learning techniques
- Overview of data science concepts for senior PPSO management

Is it the PPSO's preference that the proposed sample curriculums follow the same set of subjects with the same set of underlying topics, or can the sample curriculums be organized according to what the proposing firm believes is the optimal organization of the underlying topics?

Answer: The sample curriculums can be organized under what the offeror believes to be an optimal organization as long as they cover the topics specified in the statement of work (SOW). In other words, there is flexibility about the way that the course can be organized but at a minimum, the course should cover the topical areas detailed in the SOW.

17. In order to achieve the specific learning outcomes you've laid out for us, is your team open to one or more of the following: (1) extending the length of the course; (2) adjusting the learning outcomes to fit the duration you described; (3) completing assignments in between the week-long classes?

Answer: The contract cannot be extended beyond the specified time period. The training regime proposed by the contractor should encompass a time period of no more than six (6) months as the training will occur once a week during a six (6) month time frame. Given that the time frames are relatively fixed, the contractor should propose covering the topics detailed in the statement of work within the period specified. PPSO anticipates that the trainer will provide assignments that will be completed by PPSO staff between the week-long classes.

18. We are developing a response and I am writing to request clarification on CLIN 1001 & 1003 with regards to the pricing model. In Attachment 2 – Section B – Supplies or Services and Prices/Costs; there is a factor of '6' in the Qty Column.

Can you please clarify if this is in reference to offering the course over a six month period and the training occurring one week each month over six months (i.e. six teaching sessions)?

Answer: See answer to Question #5.