Please clarify the following:

1. Is the awarded contractor expected to deliver both the classroom instruction and all hands-on equipment training, or will the BOP Vocational Training Instructor provide or assist with the hands-on portion after students complete the contractor's classroom instruction and examination?

- The contractor "*shall provide all programming and one (1) Asphalt Paving Instructor*."
- The services *will include classroom instruction and hands-on instruction*.
- Hands-on training must replicate actual occupational work conditions.

While the BOP VT Instructor may support logistics, scheduling, attendance management, and student selection, **hands-on instructional delivery is a contractor function**, not a BOP staff responsibility.

2. Does the requirement for "one (1) Asphalt Paving Instructor" mean that only one contractor instructor may be assigned to each course, or may the contractor provide multiple qualified instructors or equipment-specific subject-matter experts?

- Use of "*pre-approved and qualified personnel to act as an alternate instructor(s)*" in the primary instructor's absence.
- The contractor to employ staff who meet accreditation-based instructional criteria.

Therefore, the requirement ensures there is one designated lead instructor, but **does not prohibit the contractor from assigning multiple qualified personnel** (e.g., alternates or subject-matter specialists), as long as the primary instructor meets the accreditation and experience requirements.

3. If the contractor is responsible for hands-on training, must the contractor personnel provide operational instruction on every item of BOP-supplied equipment listed in the SOW? If not, please identify which equipment must be incorporated into the contractor-led hands-on curriculum.

Based on the hands-on requirements, **the contractor is responsible for operational instruction on any equipment necessary to meet the industry-standard competencies for asphalt milling and paving.**

listed equipment to be provided by the BOP:

- Milling machine
- Paving machine

- Front-end loaders
- Backhoe
- Skid-steers
- Brush rollers
- Heavy roller
- Dump truck

Hands-on work must replicate the real work environment and be occupational in nature. Therefore:

If an item of equipment is required to perform asphalt milling and paving at entry-level competency, it must be incorporated into the contractor-led hands-on curriculum.

4. Will qualified BOP personnel operate or supervise the operation of any equipment during hands-on training, or must contractor personnel be qualified and authorized to operate each machine?

No. **Contractor personnel must be qualified and authorized to operate (and instruct operation of) the equipment used in training.**

- The instructor must meet accreditation-based qualifications and have teaching experience.
- Hands-on work must be occupational and instructor-led.

BOP staff (including Education) are present only for program oversight, safety, and security compliance. They do **not** operate machinery or provide technical instruction.

5. What operator qualifications, licenses, certifications, or documented experience will the BOP require for contractor personnel providing hands-on equipment instruction?

- Meet the criteria of the accredited college or vocational school.
- Hold **at least two valid certifications** relevant to asphalt paving/milling.
- Have **at least two years of teaching experience in a classroom setting**.
- Be employees of the accredited institution (not independent contractors).

  For equipment instruction, contractor personnel must also possess:

- Documented, industry-standard operational experience with the machines used in the curriculum.
- Any state/industry requirements for operating heavy equipment (if applicable).
- Credentials consistent with marketable, industry-recognized asphalt technology programs.

The Education Department will review qualifications to ensure they align with industry norms and accreditation requirements.

6. May the contractor propose a delivery model consisting of classroom instruction and examination by the primary instructor, followed by hands-on instruction delivered by additional qualified equipment-specific instructors?

Yes. **This is acceptable**, provided that:

- The primary instructor meets all accreditation and SOW requirements.
- Additional instructors used for hands-on instruction are pre-approved, qualified, and employees of the accredited institution.
- The contractor maintains responsibility for curriculum integrity, attendance, grading, and certification.
- The instructional team collectively meets accreditation and industry-standard requirements.