



STATE OF TENNESSEE
Department of Education

**REQUEST FOR PROPOSALS # 33101-2012733109FA3
AMENDMENT # 2
FOR GOODS OR STUDENT READINESS AND
STUDENTS WITH DISABILITIES ONLINE CONTENT
DEVELOPMENT**

DATE: March 30, 2021
RFP # 33101-2012733109FA3 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE UPDATES or CONFIRMS
1. RFP Issued		March 8, 2021
2. RFP Amendment 1		March 9, 2021
3. Disability Accommodation Request Deadline	2:00 p.m.	March 11, 2021
4. Pre-response Conference	12:00 p.m.	March 15, 2021
5. Notice of Intent to Respond Deadline	2:00 p.m.	March 17, 2021
6. Written "Questions & Comments" Deadline	2:00 p.m.	March 22, 2021
7. State Response to Written "Questions & Comments"		March 30, 2021
8. Response Deadline	2:00 p.m.	April 9, 2021
9. State Completion of Technical Response Evaluations		April 16, 2021
10. State Opening & Scoring of Cost Proposals	2:00 p.m.	April 19, 2021
11. Negotiations (Optional)	4:30 p.m.	April 20, 2021 – April 23, 2021
12. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	April 29, 2021
13. End of Open File Period		May 6, 2021
14. State sends contract to Contractor for signature		May 10, 2021
15. Contractor Signature Deadline	2:00 p.m.	May 12, 2021

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		<p>1. What are the rules around subcontracting? For the RFP submission, we are planning on submitting the roles, services, and tasks that qualified subcontractors would be executing, but we won't have their names. Is that sufficient?</p>	<p>Respondents must follow all requirements relating to subcontractors, as outlined in the RFP and Pro Forma Contract. See, i.e. RFP Section 4.4. Assignment and Subcontracting; RFP Attachment 6.2, Question B.14; and Pro Forma Contract Section D.7. Assignment and Subcontracting.</p> <p>Subject to State approvals, the use of subcontractors is permitted. However, in order to evaluate Respondents' proposed use of subcontractors, the information requested in RFP Attachment 6.2, Question B.14 will be needed as part of the proposal.</p>
		<p>2. When will any content tagging, branding, style, technical, and other guidelines be provided?</p>	<p>Upon execution and start of the Contract.</p>
		<p>3. Can you clarify the breakdown of items for both contracts, especially for non-students? For example, do the lessons have to be available in every age band for the community?</p>	<p>A.3.c and A.3.d of the pro formas outline the expectation for variety of resources. That portion states, "At least four (4) of the ten (10) resource types shall be provided for each Topic-Audience-Age Band combination. Each combination shall have at least four (4) unique resources created. At least one (1) article, one (1) learning module, one (1) toolkit, and one (1) video shall be developed for each topic-Audience-Age Band combination."</p> <p>As such, there is no expectation that lesson plans would be developed for the community. The audience type would dictate the appropriate resources developed.</p> <p>Further, the TDOE will be providing assistance in determining which resources to create for various</p>

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
			audience groups upon execution and start of the Contract.
		1. For the stakeholder review, are we required to identify the reviewers, or will the state of Tennessee do so?	Stakeholder review identification and selection will be done in partnership between the TDOE and the vendor.
		5. After stakeholder review, the content and feedback are posted publicly for at least 30 days before Departmental Approval. What are the potential outcomes after that review, especially if the content is not approved?	<p>The materials will be made available for public review for 30 days so the public may provide feedback. The feedback from the stakeholder reviewers does not need to be made public.</p> <p>The results of the feedback will be made available to the TDOE via the vendor. The vendor will incorporate feedback as necessary, especially in the case that the resource is not approved. Once the vendor has incorporated necessary and relevant stakeholder feedback, the TDOE will review content looking at both the resource and the stakeholder feedback side-by-side to ensure the resource is aligned to the needs of the field. The TDOE will be available to consult with regarding evaluating feedback for inclusion.</p> <p>The TDOE will review, provide feedback to the vendor, and will ultimately approve and accept developed resources.</p>
		6. The Student Readiness Assessment/Diagnostic/Survey is described as a tool. For a sample included in the RFP, does a bank of assessment items fulfill the requirement?	In some instances, a bank of assessment items will fulfill the requirement, in other instances, a cohesive and complete package of items would need to be provided as a unit in order to be useful for our end users.
		7. Is the audience for the Student Readiness Toolkit the teacher/administrator only? Or, are some toolkit items intended for the student?	Some toolkits may be suited for students, especially when addressing high school content or in regards to the Students with Disabilities portion, transitioning from secondary to post secondary.
		8. What level of ADA compliance (WCAG 2.1 A, AA) is required for the specific deliverables?	Both WCAG 2.1A and WCAG 2.1AA are acceptable but not required so long as all resources developed are compliant with state and federal requirements relating to accessibility, including the

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
			Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.
		<p>9. We want to confirm that using some open source material (e.g., Creative Commons or Public Domain) for is ok so long as that content can be used in perpetuity by the State of Tennessee. Are there any limitations on the use of open source or public domain content?</p>	<p>As stated in A.6 of the pro forma contract, “the Contractor shall provide content pursuant to this Contract, may either be newly developed by the Contractor or customized by the Contractor for the State.”</p> <p>Using open source material that is available under Creative Commons licensing or in the Public Domain is acceptable, but must be customized (such as but not limited to using TDOE templates and branding, updated to align to TDOE policy, utilize Tennessee preferred terminology, etc.) and properly attributed, securing any necessary copyright permissions.</p> <p>No Common Core connected or related content or materials may be used or incorporated into the TDOE suite of resources.</p>
		<p>10. Is there information available about BFAC and the upload process to help us determine the workflow and estimate the level of effort required?</p>	<p>The TDOE will train the vendor in the uploading process and provide all necessary credentials. The upload process is simple and straightforward. Each file requires approximately 5 clicks and should take, on average, approximately 2 minutes depending on file type and file size. These values are approximates and not to be considered binding.</p>
		<p>11. Do you have any sample printable checklists or toolkits that we can review to help assign level of effort for costs?</p>	<p>The following link provides a library of example toolkits and guidance documents which include checklists. https://www.tn.gov/education/health-and-safety/update-on-coronavirus.html</p>

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		12. Is there a recording available of the pre-proposal conference?	No, but we can provide a copy of the PowerPoint that was used.

2. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.