



STATE OF TENNESSEE
TENNESSEE DEPARTMENT OF EDUCATION

**REQUEST FOR PROPOSALS #33101-
2111033105FAF1
AMENDMENT # 2
PREK-2 SUPPORT**

DATE: MARCH 23, 2021

RFP # 33101-2111033105FAF1 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
1. RFP Issued		March 1, 2021
2. Disability Accommodation Request Deadline	2:00 p.m.	March 4, 2021
3. Pre-response Conference	3:00 p.m.	March 5, 2021
4. Notice of Intent to Respond Deadline	2:00 p.m.	March 8, 2021
5. Written "Questions & Comments" Deadline	2:00 p.m.	March 11, 2021
6. State Response to Written "Questions & Comments"		March 23, 2021
7. Response Deadline	2:00 p.m.	March 30, 2021
8. State Completion of Technical Response Evaluations		April 7, 2021
9. State Opening & Scoring of Cost Proposals	2:00 p.m.	April 8, 2021
10. Negotiations		April 9, 2021 – April 16, 2021
11. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	April 19, 2021
12. End of Open File Period		April 26, 2021
13. State sends contract to Contractor for signature		April 27, 2021
14. Contractor Signature Deadline	2:00 p.m.	April 30, 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 ITB document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
General		1. Do you anticipate multiple awards?	No, this is a single award RFP.
General		2. PreK-2, does the company offer the range or one particular level?	The successful respondent will provide a bid that covers all services included in the scope of the RFP
General		3. Can we submit districts as references?	Yes; however, the individuals providing references may not be current or former State employees, as specified by RFP Section B.17.
Section 1.2	2	4. Page 2 Section 1.2 explains that the Pro Forma Contract gives details that represent the contract that must be signed by a successful respondent. Can you please clarify, does any part of the RFP Attachment 6.6 need to be signed and included with the final submission?	It is not necessary to sign or submit any part of the RFP's Attachment 6.6 in responding to the RFP. The successful respondent will sign the contract, including any attached attestations, when the award is made.
General		5. Is the focus of the following components on both PreK-2 skills and PreK-2 knowledge or only skills? <ul style="list-style-type: none"> • Virtual learning sessions for school/district leaders • Regional community of practice sessions • Resources focused on subgroups 	These components should address both foundational skills and knowledge-building but emphasize foundational skills.
General		6. What role does the state want the TNFSCS to play in the content scopes and resources?	The TNFSCS should be the primary model of delivery, but the supports should be applicable to various state-adopted curriculum materials as well.

General		7. Will there be multiple vendors awarded? If so, approximately how many vendors does the State intend to award?	See State’s response to #1 above.
General		8. If multiple vendors are awarded, how will participating districts select or be matched with vendors?	See State’s response to #1 above.
General		9. Will districts have choice in the sessions they engage with or is TDOE determining that?	No session will be mandatory for any district to attend. Districts will be expected to attend a certain minimum number of sessions if they choose to participate in the series. TDOE will schedule the sessions, as indicated by the amended sections below.
General		10. Is there a final TN Foundational Skills IPG?	Version 1 of the tool is currently being piloted and will be shared with the awarded contractor.
General		11. How will participating districts engage with the vendor(s) to procure the services that are in person and ad hoc? Please describe the process by which districts request services and the timeline, or the process by which the TDOE will coordinate services for regions or districts (e.g. what “turnaround” is desired between request for service and sessions?)	Services will be determined by the State, not by districts. Deliverables described in sections A.5 and A.6 of the pro forma contract must be complete no later than six months from the contract effective date, as stated by the amended sections below.
General		12. Can vendors use their own branding on materials (PowerPoint, etc.)?	All branding will be TDOE’s. The State will provide the awarded vendor with necessary branding resources (e.g., logos, color palettes).
General		13. How many participants, approximately, will be in	Up to 100. See 1.1.1. Statement of Procurement Purpose “Grants will

		each virtual synchronous learning session?	allow up to one hundred (100) participant districts to access additional supports through early literacy networks spanning the 2021-22 and 2022-23 school years.”
General		14. How many participants, approximately, would be in the grand division community of practice meetings	Up to 100. See 1.1.1. Statement of Procurement Purpose “Grants will allow up to one hundred (100) participant districts to access additional supports through early literacy networks spanning the 2021-22 and 2022-23 school years.”
General		15. For cost proposals for “student subgroup supports”, should vendors provide one cost that is inclusive of all requested student subgroup support resources or a separate cost per tool or group of resources?	Please provide a single cost inclusive of all requested student subgroup supports as indicated in section C.3 of the <i>pro forma</i> contract, Payment Methodology.
General		16. The State has requested that each asynchronous learning module has a “focus on state-adopted, curriculum specific strategies.” Can the State further clarify this expectation, given that districts have adopted different curriculum materials?	The modules will use the TNFSCS as a model but also support districts to apply learning to their locally adopted curriculum.
General		17. On the cost proposal, the proposed cost line for virtual synchronous learning sessions includes an Evaluation Factor of 20. However, section C.3. of the contract indicates that the vendor will deliver a total of 160 sessions (20 district sessions delivered 8 times each). Can the State please confirm how many	The per-session cost will include materials development for the session as well as 8 deliveries of the session. The total number of deliveries will be 160, but the number of discrete sets of materials to be developed is 20. See also RFP Section 3.1.2.2. The proposed cost shall incorporate ALL costs for services under the contract for the total contract period, including any renewals or extensions.

		virtual synchronous learning sessions the vendor will facilitate and whether the cost proposal will reflect the per-session cost for 20 vs 160 session deliveries?	
General	Page 2	18. Are the “Resources focused on Disadvantaged Students, English learners, students with characteristics of Dyslexia, and Students with Disabilities” referred to on page 2 resources for students or resources for teachers?	These are educator-facing resources, as indicated by the <i>pro forma</i> contract’s definitions of key terms used in section A.6 of the scope such as Lesson Preparation, Reinforcement Guides, and Tennessee Foundational Skills IPG.
Section C.4. and C.5.	Page 26	19. Are the “student subgroup” resources referred to in C.4 and C.5 on page 26 resources for students or resources for teachers?	See the State’s response to #18.
General		20. May a vendor submit just the resources for students and not the services?	A responsive bid will cover all services included in the scope of the RFP, section A of the <i>pro forma</i> contract.

3. Pro forma Section A.3. is deleted in its entirety and replaced with the following:

A.3. Monthly virtual learning sessions

The Contractor shall **schedule and** provide monthly Synchronous virtual learning sessions (two (2) hours each) for regional early literacy network cohorts of school and district leaders focused on providing educators with high-quality feedback aligned to research and best practices in early literacy instruction and to the TNFSCS.

- a. A total of twenty (20) sessions that are designed based on a quarterly list of topics co-developed between the State and Contractor.
- b. Virtual sessions shall include a completion task at the end of each session that shall be required for participation credit.
- c. At least 25% of sessions shall be focused on use of the TN Foundational Skills IPG.
- d. At least 25% of sessions shall be focused on Knowledge Development.
- e. At least 25% of the sessions shall focused on data analysis, Intervention, and literacy supports for struggling learners.

- f. At least 25% of the sessions shall be focused on Lesson Preparation and lesson delivery feedback.
- g. Sessions shall be recorded by the Contractor and placed by the State on its BFAC portal for public use within one (1) month of the last learning session.

4. Pro forma Section A.4. is deleted in its entirety and replaced with the following:

A.4. Quarterly regional Community of Practice sessions

- a. The Contractor shall provide quarterly regional Community of Practice sessions (four (4) hours each) that facilitate conversations focused on early literacy practices through a regional network of instructional leaders.
- b. The Contractor shall provide a total of six (6) Community of Practice sessions in each of the three grand divisions (see map at <https://sos.tn.gov/sites/default/files/Pg.%20639%20Three%20Grand%20Divisions.pdf>) (18 total sessions)
- c. Sessions shall be **scheduled and** facilitated by the Contractor and focus on 4-6 topics
- d. In developing topics, the Contractor shall solicit, and take into account, feedback from participants on desired topics.

5. Pro forma Section A.5. is deleted in its entirety and replaced with the following:

A.5. Asynchronous learning modules

Within six months of the Contract start date, the Contractor shall provide Asynchronous learning modules for teachers (for the State to house in BFAC) with concrete, in-depth guidance on specific topics related to Foundational Reading Skills instruction, including:

- a. 25 modules of 30 minutes each that focus on state-adopted, curriculum specific strategies
- b. Modules shall be designed in a learning management environment (Open EdX) with interactive elements
- c. Using Decodable readers in varied curriculum contexts
- d. Using Assessment to inform instructional access points
- e. Using Assessment to inform Intervention and Acceleration
- f. Making the most of families' at-home literacy supports

6. Pro forma Section A.6. is deleted in its entirety and replaced with the following:

A.6. Student subgroup supports

Within six months of the Contract start date, the Contractor shall align existing pilot resources around high-quality materials implementation specifically to address teacher focus on students' needs during a literacy lesson. Specifically, the Contractor shall focus on aligning the following tools that will support instruction for Disadvantaged Students, English Learners, students with the characteristics of dyslexia, and Students with Disabilities:

- a. Adaptive tools for TN Foundational Skills IPG for each of these four (4) student groups
- b. Adaptive templates for Lesson Preparation for each of the four (4) student groups

- c. Reinforcement Guides for sounds-first strategies for each of the four (4) student groups that align with TNFSCS
 - d. Data analysis and Intervention guides for each of the four (4) student groups
7. **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.