



**ADDENDUM #1**

**RFP #2023-19, Math and English Language Arts for K12  
Intervention and Tiered Instruction**

**Birmingham Board of Education**  
Purchasing Department, Room 202  
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**Release Date: December 19, 2023**

**Response to RFP must be received by 2:00 PM CDT/CST on Wednesday, January 10, 2024. Submitter shall acknowledge receipt of this and any addendum as stated in the ITB/RFP (See Attachment C - Addenda Acknowledgement Form).**

**TO: ALL PROSPECTIVE SUBMITTERS**

**FROM: Edward McMullen, Director of Purchasing**

This Addendum shall be considered a part of the original Invitation to Bid / Request for Proposal referenced above. Except as described below, the original Invitation to Bid / Request for Proposal document remains unchanged.

The following questions were submitted by prospective submitters, and are answered as follows:

1.Regarding the RFP for Math and ELA K-12 Interventions and Tiered Instruction, will the district accept digital intervention materials for 6-12 math? It is clear that digital is acceptable for K-5, however it does not specify for 6-12 so I would just like to confirm.

**Response:** Vendors can submit digital intervention materials for 6-12 and K-5.

2. Do we have to bid on every component, or could we provide a response for math (for example)?

**Response:** No, vendors can bid for select components

3. Will the district accept submissions of Math materials only?

**Response:** Yes, vendors can submit for math materials only.

4. Can you please clarify the requirements in Section 2.7 – Vendor Responsibilities, and how these pertain to the provision of services specified earlier?

**Response:** Disregard 2.7-It was included in error.

5. Is the district interested in seeing proposals from an ELA only intervention program?

**Response:** Proposals should align with the components described in the RFP; ELA intervention is not included in this RFP.

6. Is the district interested in seeing proposals from an ELA (grades 2-12) digital/online literacy intervention software company?

**Response:** Proposals should align with the components described in the RFP; ELA intervention is not included in this RFP.

7. Is it permissible to submit a math program that addresses grades 6-8 instead of the full 6-12 grade range cited in 2.6?

**Response:** Programs can be submitted for any grades between 6-12. Evaluation will be based on the criteria for the component in the RFP.

8. Due to the holiday season:

- Would you accept digital signatures?

**Response:** Digital Signatures will not be accepted.

- Is it possible to extend the due date for proposals?

**Response:** We will extend the deadline to **Wednesday, January 10, 2024**, to receive proposals.

9. Can you please advise as to how items 2.7 and Exhibit 5 on pages 31-33 are aligned to the scope of work for this solicitation? Do we need to address these items in our response?

**Response:** Disregard 2.7 and Exhibit 5 on pages 31-33- Both were included in error.

10. Form K contains a different bid number and title than that listed on the cover page. Can you confirm the correct bid number and title, please?

**Response:** Form K has been updated with the correct bid number and title, 2023-19 Math and English Language Arts for K12 Intervention and Tiered Instruction.

11. The request is for Math and ELA intervention resources, yet there are substantial sections that seem to point toward providing staffing. Two examples we found:

- a. Section 2.7 on pages 7-8 for Vendor Responsibilities refers to this.

**Response:** Disregard 2.7-It was included in error.

- b. Page 46 (Attachment K – Proposal Certification) refers to the “RFP #2023-09 Operations Staffing Services” instead of “RFP#2023-19 Math and English Language Arts for K-12 Intervention and Tiered Instruction” that is noted on page 1.

**Response:** Form K has been updated with the correct bid number and title, 2023-19 Math and English Language Arts for K12 Intervention and Tiered Instruction.

12. Could you please clarify if you are looking for materials/books only or are you also accepting professional development options as well?

**Response:** The RFP focuses on material/resources to support tiered literacy instruction and math intervention. Any training to utilize or implement the resources/materials should be included in the cost.

13. If you are accepting professional development options (complete with materials), does the program have to offer both math and ELA options or can we offer just one of the two?

**Response:** The RFP focuses on material/resources to support tiered literacy instruction and math intervention. Any training or professional development should align with utilizing or implementing the resource/materials should be included in the cost.

14. Can we submit a digital resource for Math Intervention Materials Grades 6-12?

**Response:** Yes, digital resources can be accepted.

15. Does section 2.7 Vendor Responsibilities apply to this RFP?

**Response:** Disregard 2.7-It was included in error.

16. The Vendor Responsibilities on pp. 7–8 call for vendors to provide staffing, payroll, human resources services, etc.

- a. Are those criteria for RFP #2023-19?

**Response:** Disregard 2.7-It was included in error.

- b. Are the pages of Exhibit 5 (with “Physical Requirements” listed) meant for vendors to fill in and submit in response to RFP #2023-19?”

**Response:** Disregard 2.7 and Exhibit 5 on pages 31-33-Both were included in error.

17. Regarding the categories,

- a. Are vendors allowed to submit for a single category?

**Response:** Yes

- b. Are vendors allowed to submit various grade bands instead of a full K-12 solution for any category?

**Response:** Vendors can submit for grade bands that do not exactly match the RFP component, but submissions will be evaluated based on the criteria for each category.

18. Would the district accept a supplemental online learning platform?

**Response:** No

19. Are vendors expected to support all areas of the Scope of Services?

**Response:** No, submissions can be for select components.

20. Does the district plan to award multiple vendors? If so, will the district award by scope section, e.g., 2.1, 2.2, etc.?

**Response:** Yes, awards may be made to multiple vendors.

21. Will this RFP result in a district-level purchase, or is the intent to create an approved list for schools to select from?

**Response:** Each award intent may result in a district-level purchase, pending district funding and subsequent approval from the Board of Education.

22. Attachment A requests pricing by kit; would the district accept pricing based on a per student license?

**Response:** No

23. I am inquiring if we need to submit a program if it has already been adopted and approved by the State of Alabama. Do the Math is on the math intervention approved list for Alabama by the Office of Mathematics Improvement. This was submitted via a state RFP tied to K-5 math intervention programs. Typically, we do not have to do a separate RFP for districts if the state already has one in place.

**Response:** All federal purchases beyond the threshold require a bid process.

24. There is specific language around staffing in this RFP. Is it the expectation of this RFP that a submission has to provide all the staffing specifications laid out in the RFP? This question specifically is referencing section 2.7 Vendor Responsibilities in the RFP.

**Response:** Disregard 2.7 and Exhibit 5 on pages 31-33-Both were included in error.