

**RFP 2020-05: Voluntary Pre-Bid Meeting – Questions & Answers**  
**Elementary Science Professional Development & Resources**  
**October 9, 2019**  
**1:00 – 3:00pm**

- 1. Will the PowerPoint presentation and questions discussed today be available for review at a later date?**
  - Yes, all documents will be uploaded to [http://bids.delaware.gov/bids\\_detail.asp?i=5942&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=5942&DOT=N)
- 2. What form of curricular resources are you looking for? Digital or paper resources?**
  - The Science Coalition is interested in reviewing all forms of curricular resources including digital resources as well as paper resources (i.e. textbooks).
  - We have taken the necessary steps with our IT department to allow for a selection of resources in a digital format if awarded.
- 3. What type of Professional Development are you looking for? Agnostic or integrated with a specific curricular resource?**
  - We are interested in receiving proposals for either type.
- 4. Are we required to submit separate proposals for each of the 3 components identified in the RFP (Professional Development, Curricular Resources, Materials)?**
  - No, you only need to submit 1 proposal. The proposal should clearly identify each of the components you choose to bid upon and the requested information for each component.
  - Example of proposal format: Begin with the cover letter/transmittal letter; followed by 1, 2 or 3 technical proposals with costs (clearly labeled by the component); followed by 1 copy of all the technical documents. One box/package can be accepted regardless whether you bid upon 1, 2 or all 3 components. We will also accept 1 binder with tabs.
  - Reminder: All three components will be scored separately and awarded separately. Vendors can complete submissions for 1, 2 or all 3 components in a single proposal.
  - Make sure you use the provided checklist when creating your proposal including the number of digital and paper copies requested in the RFP.
- 5. Do we need to state if we are not bidding on a specific component?**
  - No. It should be obvious to us what you are bidding on so please make sure you clearly label each component in your proposal.
  - Each component has a unique action item and rubric to reference.
- 6. We noted that you stated in the RFP you may consider open source vendors for the curricular component. Do open source vendors need to submit a separate proposal in order to be considered?**
  - No, open source curricular resources are not required to submit a proposal.
- 7. We are finding it difficult to provide a bid on living materials when we do not know which living materials you will need/will be chosen with the selected curriculum. What information should we provide for this section?**
  - You may use the topical pathways document (page 91 of the RFP) as a guide for potential needs in the grades provided. We suggest vendors use estimates based upon previous experiences and provide an estimate of costs (materials and shipping rates), ordering and shipping procedures/timelines, and what variety of species are available.

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**8. In regards to the materials component, how do we identify the items to include in our proposal without a selected curriculum or inventory list?**

- We suggest you provide information referenced in the scoring rubric for this section. For example, shipping rates, shipping timelines, the ability to offer customization options, quality/durability of items, ability to provide full kits, partial kits, or individual kit components.
- To identify specific kits/items, use the topical pathways document (page 91 of the RFP) as a guide for potential needs in the grades provided. You can provide us with examples of kits/materials you have provided to other consumers in the past. You can submit examples of kits/pricing based upon what you have done for other customers and note whether there is an ability to customize orders DE kits/units. You can also note if your company currently supports any specific curricular programs that align to the NGSS standards.
- Please keep in mind that the review committee for this RFP will have the opportunity to request additional information during the review/scoring process. If the review team requires information regarding specific kits/materials, there will be follow-up with all vendors.

**9. In regards to the materials component, should we send full samples of kits/materials with the RFP proposals?**

- We suggest sending pictures of kits/materials with written descriptions/details in the proposal. This will save on shipping costs.
- The Review Committee for this RFP reserves the right to request a free sample of proposed kits for testing if necessary (page 87 of the RFP).

**10. In regards to the curricular resources component, should we send full samples of curricular materials with the RFP proposals?**

- You can send digital samples or send primary (K-2) and/or intermediate (3-5) samples. Be sure to include pricing information.

**11. In regards to the professional development component, do all professional development experiences have to be based in delivery of science curriculum or will experiences from other content areas be accepted?**

- We recommend you describe experience in delivering science content because science is unique. We will consider experience in other content areas but please choose experiences that are most applicable to science.

**12. What type of packaging requirements are you looking for? Bulk? Pre-packaged?**

- We recommend you provide us with customization options where possible. Our needs can differ depending on the item (bulk vs. specific quantities vs. special packaging needs).
- We have a team of 6 individuals who refurbish up to 60,000 kits yearly and customization and/or packaging selections provide us with the ability to balance efficiency and cost. We

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are looking to streamline our work as often as possible. We are open to hearing all delivery/packaging options for kits/materials.

**13. Will a vendor be required to ship to one location or multiple locations?**

- All materials, excluding living materials are currently delivered to the Science Materials Resource Center in Dover, DE. Distribution of kits to schools/charters are managed through a separate subcontractor.
- Living materials are currently shipped directly from manufacturer to the schools/charters.

**14. Is there a shipping schedule/refurbishment schedule for kits to local schools? What ordering process do you have in place, cut off dates, shipping dates, etc.?**

- Yes, there is a schedule. Typically, kits are shipped to schools in the early fall and early spring. Order deadlines and a shipping calendar for deliveries are created each year and provided to school districts/charters.

**15. Are all school districts/charters teaching the same kits at the same time or can the districts/charters switch the order in which kits are taught?**

- All school districts/charters do not teach the kits in the same order. Kits rotate and are shared throughout the state during the school year.
- The Science Materials Resource Center manages the refurbishment and distribution of kits throughout the school year.

**16. What is the contract term for the vendor(s) awarded?**

- The initial contract will be for up to a 15-month period in order to sync with our fiscal year. Beginning July 1, 2021, the RFP allows for the option of 4 1-year extensions for a total of a little over 5 years (see page 15, section V, number 4 of the RFP).

**17. When are you requesting the awarded vendor to supply the first round of science kits/materials, Professional Development, and/or curricular resources to the state of DE?**

- This timeline will be impacted by the award date of this RFP and the financial processes required by the State. Contract negotiations would not begin any earlier than February 2020.
- There is a potential to coordinate Professional Development training for teachers during the summer of 2020 in preparation for new curriculum to be implemented in the fall 2020 SY. Kits would need to be prepared during the spring/summer of 2020 and ready for distribution in early August.

# Questions and Answers

## Elementary Science Professional Development & Resources - 10/1/2019 7:39:00 AM

Number: 2020-05

### Questions and Answers:

**Q: Kit Items**

Posted On: 10/1/2019 1:09:04 PM

We was a listing of topics. Do you have a list of items for your Elementary Kits?

**A:** Use appendix C, page 91. There is not a formal list of items, however if you have a list of items/kits that you have supplied based upon the topics please submit.

Answered On: 10/22/2019 10:39:48 AM

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**Q: Proposal for Grades 3-5**

Posted On: 10/2/2019 2:17:13 PM

Section number: II Scope of Services

Paragraph number: 4

Page number: 2

Text of passage being questioned:

The purpose of this RFP is to solicit high quality proposals from qualified bidders to assist the DE Science Coalition in the development and implementation of a Kindergarten through grade 5 elementary science program. Services outlined in this RFP are expected to directly produce or support the following three quality instructional components: 1) instructional curricular resources; 2) professional development and/or; 3) resource kits/materials. To fulfill the requirements of this RFP, the successful bidder (s) will use information from this preliminary phase to provide a K-5 NGSS aligned instructional curricular resource, professional development and/or supply science kits/materials for Kindergarten through grades 5.

QUESTION: Will the DOE accept a proposal for only Grades 3 through 5?

**A:** Yes, we will accept proposal for grades 3-5. If you intend to expand kindergarten through second grade, please include this information in your proposal.

Answered On: 10/22/2019 10:40:04 AM

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**Q: Professional Development Action Item**

Posted On: 10/4/2019 3:32:38 PM

Section Number N/A - Appendix B Scope of Work and Technical Requirements

Page 78

Paragraph 1

Text of Passage: "Develop a Professional Development plan or plans that address(es) above questions"

Question: The Action Item requires vendors to "Develop a Professional Development plan or plans that address(es) above questions" Are vendors to respond to all seven questions?

**A:** The bidder must provide a detailed plan that outlines how they intend to meet the requirements AND choose 2-3 additional questions from the list below that you think are most imperative. Please see page 78, bullet 1.

Answered On: 10/22/2019 10:40:28 AM

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**Q: Kit Samples**

Posted On: 10/7/2019 4:33:27 PM

Section Number N/A

Paragraph Number N/A

Page number 87

Text of Passage: Science Kit Inventory Lists/Logistics

The RFP describes Science Kit Inventory Lists/Logistics, but does not state if physical samples are required. Does the district require physical samples of the kits presented?

**A:** We suggest sending pictures of kits/materials with written descriptions/details in the proposal. This will save on shipping costs.  
The Review Committee for this RFP reserves the right to request a free sample of proposed kits for testing if necessary (page 87 of the RFP). This request would come after your proposal is submitted.

Answered On: 10/22/2019 10:41:45 AM

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**Q: Pre-Bid PowerPoint Presentation**

Posted On: 10/10/2019 1:29:59 PM

Will the PowerPoint presentation and questions discussed today be available for review at a later date?

**A:** Yes, all documents will be uploaded to [http://bids.delaware.gov/bids\\_detail.asp?i=5942&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=5942&DOT=N)

Answered On: 10/10/2019 1:45:15 PM

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**Q: Form of Curricular Resources**

Posted On: 10/10/2019 1:30:50 PM

What form of curricular resources are you looking for? Digital or paper resources?

**A:** • The Science Coalition is interested in reviewing all forms of curricular resources including digital resources as well as paper resources (i.e. textbooks).  
• We have taken the necessary steps with our IT department to allow for a selection of resources in a digital format if awarded.

Answered On: 10/10/2019 2:01:12 PM

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**Q: Type of Professional Development**

Posted On: 10/10/2019 1:31:39 PM

What type of Professional Development are you looking for? Agnostic or integrated with a specific curricular resource?

**A:** We are interested in receiving proposals for either type.

Answered On: 10/10/2019 1:46:39 PM

**Q: Component Proposal Submission**

Posted On: 10/10/2019 1:32:41 PM

Are we required to submit separate proposals for each of the 3 components identified in the RFP (Professional Development, Curricular Resources, Materials)?

**A:**

- No, you only need to submit 1 proposal. The proposal should clearly identify each of the components you choose to bid upon and the requested information for each component.
- Example of proposal format: Begin with the cover letter/transmittal letter; followed by 1, 2 or 3 technical proposals with costs (clearly labeled by the component); followed by 1 copy of all the technical documents. One box/package can be accepted regardless whether you bid upon 1, 2 or all 3 components. We will also accept 1 binder with tabs.
- Reminder: All three components will be scored separately and awarded separately. Vendors can complete submissions for 1, 2 or all 3 components in a single proposal.
- Make sure you use the provided checklist when creating your proposal including the number of digital and paper copies requested in the RFP.

Answered On: 10/10/2019 1:47:08 PM

**Q: Component No Bid**

Posted On: 10/10/2019 1:33:29 PM

Do we need to state if we are not bidding on a specific component?

**A:**

- No. It should be obvious to us what you are bidding on so please make sure you clearly label each component in your proposal.
- Each component has a unique action item and rubric to reference.

Answered On: 10/10/2019 1:47:38 PM

**Q: Open Source Vendors**

Posted On: 10/10/2019 1:34:25 PM

We noted that you stated in the RFP you may consider open source vendors for the curricular component. Do open source vendors need to submit a separate proposal in order to be considered?

**A:** No, open source curricular resources are not required to submit a proposal.

Answered On: 10/10/2019 1:58:26 PM

**Q: Living Materials**

Posted On: 10/10/2019 1:35:19 PM

We are finding it difficult to provide a bid on living materials when we do not know which living materials you will need/will be chosen with the selected curriculum. What information should we provide for this section?

<p><b>A:</b> You may use the topical pathways document (page 91 of the RFP) as a guide for potential needs in the grades provided. We suggest vendors use estimates based upon previous experiences and provide an estimate of costs (materials and shipping rates), ordering and shipping procedures/timelines, and what variety of species are available.</p>	<p>Answered On:</p>	<p>10/10/2019 1:58:12 PM</p>
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<p><b>Q: Materials Component</b></p>	<p>Posted On:</p>	<p>10/10/2019 1:36:09 PM</p>
<p>In regards to the materials component, how do we identify the items to include in our proposal without a selected curriculum or inventory list?</p>		
<p><b>A:</b> • We suggest you provide information referenced in the scoring rubric for this section. For example, shipping rates, shipping timelines, the ability to offer customization options, quality/durability of items, ability to provide full kits, partial kits, or individual kit components.</p> <ul style="list-style-type: none"> <li>• To identify specific kits/items, use the topical pathways document (page 91 of the RFP) as a guide for potential needs in the grades provided. You can provide us with examples of kits/materials you have provided to other consumers in the past. You can submit examples of kits/pricing based upon what you have done for other customers and note whether there is an ability to customize orders DE kits/units. You can also note if your company currently supports any specific curricular programs that align to the NGSS standards.</li> <li>• Please keep in mind that the review committee for this RFP will have the opportunity to request additional information during the review/scoring process. If the review team requires information regarding specific kits/materials, there will be follow-up with all vendors.</li> </ul>	<p>Answered On:</p>	<p>10/10/2019 1:50:24 PM</p>
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<p><b>Q: Material Kit Samples</b></p>	<p>Posted On:</p>	<p>10/10/2019 1:37:04 PM</p>
<p>In regards to the materials component, should we send full samples of kits/materials with the RFP proposals?</p>		
<p><b>A:</b> • We suggest sending pictures of kits/materials with written descriptions/details in the proposal. This will save on shipping costs.</p> <ul style="list-style-type: none"> <li>• The Review Committee for this RFP reserves the right to request a free sample of proposed kits for testing if necessary (page 87 of the RFP).</li> </ul>	<p>Answered On:</p>	<p>10/10/2019 1:50:53 PM</p>
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<p><b>Q: Curricular Resources Samples</b></p>	<p>Posted On:</p>	<p>10/10/2019 1:38:04 PM</p>
<p>In regards to the curricular resources component, should we send full samples of curricular materials with the RFP proposals?</p>		
<p><b>A:</b> You can send digital samples or send primary (K-2) and/or intermediate (3-5) samples. Be sure to include pricing information.</p>	<p>Answered On:</p>	<p>10/10/2019 1:59:42 PM</p>
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<p><b>Q: Professional Development Component</b></p>	<p>Posted On:</p>	<p>10/10/2019 1:39:07 PM</p>
<p>In regards to the professional development component, do all professional development experiences have to be based in delivery of science curriculum or will experiences from other content areas be accepted?</p>		
<p><b>A:</b> We recommend you describe experience in delivering science content because science is unique. We will consider experience in other content areas but please choose experiences that are most applicable to science.</p>	<p>Answered On:</p>	<p>10/10/2019 1:59:25 PM</p>

**Q: Packaging Requirements**

Posted On: 10/10/2019 1:39:50 PM

What type of packaging requirements are you looking for? Bulk? Pre-packaged

- A:**
- We recommend you provide us with customization options where possible. Our needs can differ depending on the item (bulk vs. specific quantities vs. special packaging needs).
  - We have a team of 6 individuals who refurbish up to 60,000 kits yearly and customization and/or packaging selections provide us with the ability to balance efficiency and cost. We are looking to streamline our work as often as possible. We are open to hearing all delivery/packaging options for kits/materials.

Answered On: 10/10/2019 1:53:02 PM

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**Q: Shipping location(s)**

Posted On: 10/10/2019 1:40:39 PM

Will a vendor be required to ship to one location or multiple locations?

- A:**
- All materials, excluding living materials are currently delivered to the Science Materials Resource Center in Dover, DE. Distribution of kits to schools/charters are managed through a separate subcontractor.
  - Living materials are currently shipped directly from manufacturer to the schools/charters.

Answered On: 10/10/2019 1:53:34 PM

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**Q: Shipping/Refurbishment Schedule**

Posted On: 10/10/2019 1:41:26 PM

Is there a shipping schedule/refurbishment schedule for kits to local schools? What ordering process do you have in place, cut off dates, shipping dates, etc.?

- A:**
- Yes, there is a schedule. Typically, kits are shipped to schools in the early fall and early spring. Order deadlines and a shipping calendar for deliveries are created each year and provided to school districts/charters.

Answered On: 10/10/2019 1:58:54 PM

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**Q: Kit Instruction Schedule**

Posted On: 10/10/2019 1:42:20 PM

Are all school districts/charters teaching the same kits at the same time or can the districts/charters switch the order in which kits are taught?

- A:**
- All school districts/charters do not teach the kits in the same order. Kits rotate and are shared throughout the state during the school year.
  - The Science Materials Resource Center manages the refurbishment and distribution of kits throughout the school year.

Answered On: 10/10/2019 1:54:36 PM

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**Q: Contract Term**

Posted On: 10/10/2019 1:42:53 PM

What is the contract term for the vendor(s) awarded?

- A:**
- The initial contract will be for up to a 15-month period in order to sync with our fiscal year. Beginning July 1, 2021, the RFP allows for the option of 4 1-year extensions for a total of a little over 5 years (see page 15, section V, number 4 of the RFP).

Answered On: 10/10/2019 1:59:07 PM

<b>Q: Award Timeline</b>	Posted On: 10/10/2019 1:44:22 PM
When are you requesting the awarded vendor to supply the first round of science kits/materials, Professional Development, and/or curricular resources to the state of DE?	
<b>A:</b> <ul style="list-style-type: none"> <li>• This timeline will be impacted by the award date of this RFP and the financial processes required by the State. Contract negotiations would not begin any earlier than February 2020.</li> <li>• There is a potential to coordinate Professional Development training for teachers during the summer of 2020 in preparation for new curriculum to be implemented in the fall 2020 SY. Kits would need to be prepared during the spring/summer of 2020 and ready for distribution in early August.</li> </ul>	Answered On: 10/10/2019 1:55:22 PM
<b>Q: Purchase question #1</b>	Posted On: 10/14/2019 10:53:40 AM
When and how will schools purchase?	
<b>A:</b> The DE Science Coalition will contract and purchase for districts/charters that are members of the coalition. The Coalition/Science Resource Materials Center will be responsible for distributing all resources to individual schools.	Answered On: 10/22/2019 10:42:39 AM
<b>Q: Purchase Question #2</b>	Posted On: 10/14/2019 10:54:10 AM
Will the state be purchasing for all schools?	
<b>A:</b> The DE Science Coalition will contract and purchase for districts/charters that are members of the coalition. The Coalition/Science Resource Materials Center will be responsible for distributing all resources to individual schools.	Answered On: 10/22/2019 10:42:53 AM
<b>Q: Funding Question</b>	Posted On: 10/14/2019 10:54:33 AM
Will this be an unfunded or funded mandate?	
<b>A:</b> Delaware is a local control state, but the DE Science Coalition may choose to utilize funding to bulk purchase and distribute to districts/charters that are members of the Coalition.	Answered On: 10/22/2019 10:43:12 AM
<b>Q: Purchasing Question #3</b>	Posted On: 10/14/2019 10:54:57 AM
Will this be site based purchase?	
<b>A:</b> The DE Science Coalition will contract and purchase for districts/charters that are members of the coalition. The Coalition/Science Resource Materials Center will be responsible for distributing all resources to individual schools.	Answered On: 10/22/2019 10:43:29 AM
<b>Q: Purchase Question #4</b>	Posted On: 10/14/2019 10:55:16 AM
Will schools be required to purchase?	

<p><b>A:</b> Schools that are members of the DE Science Coalition will be using the materials/resources purchased by the Coalition, along with professional learning. The amount of materials/resources will be based on the number of students enrolled in the schools.</p>	<p>Answered On:</p>	<p>10/22/2019 10:43:44 AM</p>
<p><b>Q: Unit to Unit Coherence</b></p>	<p>Posted On:</p>	<p>10/16/2019 9:07:24 AM</p>
<p>Page 83 Point B. Unit to Unit Coherence. Would you be willing to share which publisher program(s) you have adopted for core science K-5 so we may best align our curriculum and kits to your core program, pedagogy and units?</p>		
<p><b>A:</b> We are in the process of adopting curricular resources and at this time do not have a publisher program. We are looking for resources and materials that are aligned to Next Generation Science Standards. We suggest you include how your curriculum and/or kits reflect 3-dimensional learning (crosscutting concepts, core ideas, and science and engineering practices. These dimensions should not be taught in isolation.) The science units should include phenomena.</p>	<p>Answered On:</p>	<p>10/22/2019 10:44:12 AM</p>
<p><b>Q: Tech Standards</b></p>	<p>Posted On:</p>	<p>10/16/2019 9:07:56 AM</p>
<p>Page 27 Section dd. Technology Standards. Do we need to provide system diagrams as part of the RFP submission process or only upon a successful award of the project? Link reference and clause: Vendor shall provide system diagrams in accordance with State Architecture requirements at <a href="https://dti.delaware.gov/about-dti/boards-and-committees/arb-templates/">https://dti.delaware.gov/about-dti/boards-and-committees/arb-templates/</a>.</p>		
<p><b>A:</b> You will only have to submit if you are an awarded vendor. All vendor must follow the standards as listed.</p>	<p>Answered On:</p>	<p>10/22/2019 10:44:33 AM</p>
<p><b>Q: PD Pain Points</b></p>	<p>Posted On:</p>	<p>10/16/2019 9:08:55 AM</p>
<p>Page 77 Point 3 and Page 78 Point C. "Prepare educators..." Since some feedback on "effectiveness" can be subjective, could you share with us some specific pain points or feedback quotes from teachers with prior professional development programs that may have met your tactical goals but fell short on quality and not meeting the needs defined in your rubrics or as expressed by teachers directly?</p>		
<p><b>A:</b> Previous vendors have promised to deliver professional development in a 3-dimensional way, but it becomes a NGSS vocabulary lesson and individual lessons not tied back to the standards. Teachers need to model the lessons through the lens of students and then step back and reflect as an adult learner. Teachers need to understand how each lesson/phenomena ties back to the standards and relates to the real world.</p>	<p>Answered On:</p>	<p>10/22/2019 10:45:11 AM</p>
<p><b>Q: Tech Standards #2</b></p>	<p>Posted On:</p>	<p>10/16/2019 9:09:34 AM</p>
<p>Page 84 Supports with Technology Section. Technology Standards. As part of the RFP submission, are there system requirements or browser requirements we need to be aware of related to your state-wide LMS for any assets served up via your platform?</p>		
<p><b>A:</b> Following interoperability standards as called out in our contract is a must as well as being browser agnostic. (Reference: Attachment 8 of the RFP; Interoperability Standards are specifically outlined on page 54-55, # 21).</p>	<p>Answered On:</p>	<p>10/22/2019 10:45:33 AM</p>
<p><b>Q: Coherence</b></p>	<p>Posted On:</p>	<p>10/16/2019 9:10:06 AM</p>

Page 84 Coherence. As one observation of your conceptual framework, there is a diagram not in the RFP but on your web site calling out the Delaware mission to provide every learner with an opportunity to be ready for success in college, career and life. <https://www.doe.k12.de.us/domain/448>. We'd like to ensure we're not only hitting your rubrics and the tactical delivery of aligning to standards, but also helping you achieve your goals for your students in a broader way. We'd like to ensure the 5 pillars listed here are still valid, current and related to the mission of your program if we make reference to them in our response.

**A:** The five priorities listed on the referenced website are valid, current, and relate to our mission.

- Engaged and informed families, schools, districts, communities, and other agencies
- Rigorous standards, instruction, and assessments
- High quality early learning opportunities
- Equitable access to excellent educators
- Safe and healthy environments conducive to learning

Materials aligned to the Next Generation Science Standards will assist in achieving the broader mission and vision of the state of Delaware.

Answered On: 10/22/2019 10:45:53 AM

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**Q: Diverse Learners Resources**

Posted On: 10/16/2019 9:10:38 AM

Page 84. Section D Resources for Diverse Learners. With Mandarin Chinese support, we wanted to confirm this includes all printed material, PowerPoints, closed captioning of videos, Kit instructions and the digital platform interface and content material too? Or only print + PowerPoint + video.

**A:** We are very excited to see what options are available for Mandarin Chinese support. We are asking for student-facing materials. If possible please submit what your company can offer.

Answered On: 10/22/2019 10:46:15 AM

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**Q: Pre-K Curriculum**

Posted On: 10/16/2019 2:24:59 PM

Is Delaware DOE willing to review resources at the Pre-K level as well?

**A:** No, pre-K is not part of the RFP. You may note if pre-K is available for future review.

Answered On: 10/22/2019 10:46:42 AM

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**Q: Pricing**

Posted On: 10/16/2019 2:25:38 PM

Is the State of Delaware DOE looking for standard Delaware pricing? How would the materials be distributed among schools?

**A:** Yes, the Delaware Science Coalition will purchase as one entity for all members. Materials are typically ordered in bulk and shipped to a central location (Science Materials Resources Center). Distribution to local schools will be managed through the Science Materials Resource Center.

Answered On: 10/22/2019 10:47:03 AM

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**Q: Ordering Details**

Posted On: 10/16/2019 2:26:11 PM

Is the State of Delaware DOE looking to purchase at one time or submit multiple orders?

**A:** The DE Science Coalition typically submits bulk orders for kit materials during the spring and early fall every year. Curricular resources and new kits will be purchased once a year based upon grade level adoption and budget consideration. Professional learning needs will be a decided based upon submitted proposals.

Answered On: 10/22/2019 10:47:25 AM

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**Q: Correlations**

Posted On: 10/16/2019 2:26:43 PM

Is the State of Delaware DOE looking for complete correlations to be included in the submission. If so, is the Delaware DOE looking for Delaware specific alignment or just to the NGSS standards?

**A:** The Delaware Science Coalition is using the NGSS topical pathway for Delaware science. Yes, the complete correlation needs to align to NGSS.

Answered On: 10/22/2019 10:47:37 AM

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**Q: Scale of Opportunity**

Posted On: 10/16/2019 2:27:24 PM

What is the scope and scale of this opportunity, can the Delaware DOE clarify the number of students and teachers that the DOE would be supplying resources for?

**A:** Currently, in grades K-5 we support 45,174 students  
K: 7129  
1: 7371  
2: 7423  
3: 7545  
4: 7676  
5: 8030

Answered On: 10/22/2019 10:47:58 AM

We support approximately 350-400 teachers per grade level, approximately 2,100 teachers statewide. The number of kits will be based upon the number of topics per grade level.

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**Q: Purchase of Materials**

Posted On: 10/16/2019 2:28:00 PM

Is the purchase of materials going to be at the district/school level or by the coalition?

**A:** The DE Science Coalition will contract and purchase for districts/charters that are members of the coalition. The Coalition/Science Resource Materials Center will be responsible for distributing all resources to individual schools.

Answered On: 10/22/2019 10:48:16 AM

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**Q: Scope of Services**

Posted On: 10/16/2019 3:00:48 PM

Section number: II  
Paragraph number: 1&2  
Page number: 2  
Text of passage being questioned:  
Should kit based science curriculum be broken down to include the digital components and the student books be submitted under Curriculum/ Instructional Resource and the materials within the kit be considered under Instructional Resources or is it appropriate to list all components under the category of Instructional Resources?

**A:** You only need to submit 1 proposal. The proposal should clearly identify each of the components you choose to bid upon and the requested information for each component.

- Example of proposal format: Begin with the cover letter/transmittal letter; followed by 1, 2 or 3 technical proposals with costs (clearly labeled by the component); followed by 1 copy of all the technical documents. One box/package can be accepted regardless whether you bid upon 1, 2 or all 3 components. We will also accept 1 binder with tabs.
- Reminder: All three components will be scored separately and awarded separately. Vendors can complete submissions for 1, 2 or all 3 components in a single proposal.
- Make sure you use the provided checklist when creating your proposal including the number of digital and paper copies requested in the RFP.

Answered On: 10/22/2019 10:48:39 AM

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**Q: RFP Evaluation Process** Posted On: 10/16/2019 3:02:21 PM

Section number: IV C  
Paragraph number: 1  
Page number: 12  
Text of passage being questioned:  
Who comprises the Proposal Evaluation Team?

**A:** The evaluation team consists of district administrators, science specialists, and DDOE representatives., which include those with literacy expertise. These individuals represent voting and non-voting members of the DE Science Coalition members.

Answered On: 10/22/2019 10:48:53 AM

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**Q: Oral Presentations** Posted On: 10/16/2019 3:04:03 PM

Section number: IV 5  
Paragraph number: 1  
Page number: 15  
Text of passage being questioned:  
Will all invited vendors present to the Evaluation Team making the decision?

**A:** The evaluation team will use the rubrics to initially score all received proposals. If presentations are beneficial to the evaluation team in order to formally award vendors, the vendors who scored above a predetermined number will be invited to present to the evaluation team. Following the presentations final scores will be submitted.

Answered On: 10/22/2019 10:49:09 AM

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**Q: Oral Presentation** Posted On: 10/16/2019 3:11:54 PM

Section number: IV 5  
Paragraph number: 3  
Page number: 15  
Text of passage being questioned:  
Will all invited vendors present for the same allotted time to the Evaluation Team?

**A:** Yes.

Answered On: 10/22/2019 10:49:21 AM

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**Q: Sequence of Modules**

Posted On: 10/16/2019 3:51:01 PM

Appendix C, RFP page 91

Regarding Appendix C, our curriculum is aligned to NGSS; however, our sequence in some grades is different than that detailed in the table. Would the DE DOR consider a curriculum that is aligned with NGSS but follows a different sequence? Modules could be rearranged to follow the sequence details in Appendix C.

**A:** Yes, the DE Science Coalition will consider a curriculum that follows a different sequence.

Answered On: 10/22/2019 10:49:38 AM

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