

# Questions and Answers

## High School Science Professional Development & Resources - 5/12/2020 2:26:00 PM

Number: 2020-13

### Questions and Answers:

---

**Q: Program Selection**

Posted On: 5/19/2020 2:54:22 PM

Is the goal of the RFP Committee to select ONE program/ONE publisher for 9-12 Science or is it more likely that a few programs/publishers will be selected?

**A:** The intent is a multi-vendor award of the RFP.

Answered On: 5/29/2020 11:53:17 AM

---

**Q: Funding**

Posted On: 5/19/2020 2:55:08 PM

Once a committee makes a decision in the area of "Curriculum", what does the purchase look like? Is each individual district then responsible for purchasing? Will the DE DOE fund any of the selected curriculum?

**A:** Purchasing could take many forms and could range from a single school making a purchase on their own to the DE Science Coalition making a large purchase on behalf of all member high schools in the State.

Answered On: 5/29/2020 11:48:50 AM

---

**Q: Purchase Days**

Posted On: 5/19/2020 2:55:49 PM

Will the purchase take place in 2020 or fall of 2021?

**A:** There is no firm date established for purchasing at this time.

Answered On: 5/29/2020 12:38:18 PM

---

**Q: Sampling**

Posted On: 5/19/2020 2:58:04 PM

Will there be someone to receive our proposal and print samples at the DOE offices if we walk them through the door?

**A:** Proposals can be sent by USPS, UPS or FedEx. DOE offices are open, however, outside of the bid opening date, please reach out in advance of dropping off samples to ensure staff are available.

Answered On: 5/29/2020 11:52:03 AM

---

**Q: PD Delivery Method**

Posted On: 5/19/2020 2:59:48 PM

What delivery method of PD is required for the Coalition? Is the DOE looking for a Train the Trainer model?

**A:** All professional learning models are applicable. Face to face, virtual and hybrid models are encouraged.

Answered On: 5/29/2020 12:35:08 PM

---

<b>Q: Curriculum</b>	Posted On: 5/19/2020 3:00:17 PM
Is the RFP Committee looking at just Core Science Program offerings for the "Curriculum" category or are they also interested in reviewing AP/Higher Ed subjects as well?	
<b>A:</b> The RFP committee will focus on core curriculum that is aligned to the NGSS, but other areas such as AP/Higher Education (pertaining to 9-12 dual enrollment courses) are applicable for submission. All curriculum will be evaluated using the EQuIP rubric and/or other applicable evaluation tools along with the appropriate standards.	Answered On: 5/29/2020 12:35:53 PM
<b>Q: Proposal Submittal</b>	Posted On: 5/20/2020 9:54:00 AM
1. Appx. A, pg. 73, submittal: Question: Due to covid-19 related issues and social distancing guidelines, can vendors submit responses electronically instead of hardcopy?	
<b>A:</b> No, DOE still requires the paper and USB copies as part of the submission. Proposals can be sent via USPS, UPS and Fed Ex.	Answered On: 5/29/2020 12:40:19 PM
<b>Q: Time Schedule</b>	Posted On: 5/20/2020 2:27:05 PM
There is a gap on the following sentence below, please clarify.	
Sec. Time Schedule, pg. 46. Question: A project schedule is referenced but the Appendix letter is missing below. "What is the project schedule and where is it located?"	
4.1 A project schedule is included in Appendix .	
<b>A:</b> This is part of the sample contract section of the RFP.	Answered On: 5/29/2020 12:42:15 PM
<b>Q: Appx. A</b>	Posted On: 5/20/2020 2:28:23 PM
Payment for Services, pg. 44. Question: In 2.2 & 2.3, Appendix A is referenced as the Statement of Work but that is actually Appendix B. Please clarify.	
<b>A:</b> This is part of the sample contract section of the RFP.	Answered On: 5/29/2020 12:42:33 PM
<b>Q: Appendix A</b>	Posted On: 5/20/2020 2:30:04 PM
Sec. 2.2, pg. 44. Question: There seems to be a missing appendix reference below. 2.2 DDOE will pay VENDOR for the performance of services described in Appendix A, Statement of Work. The fee will be paid in accordance with the payment schedule attached hereto as part of Appendix .	
<b>A:</b> This is part of the sample contract section of the RFP.	Answered On: 5/29/2020 12:43:47 PM
<b>Q: Fixed fee amount</b>	Posted On: 5/20/2020 2:31:42 PM

Sec. 2.3, Pg. 44. Question: There seems to be missing text in the following. 2.3 is also missing a fixed amount. "What is the fixed fee amount?"

2.3 DDOE's obligation to pay VENDOR for the performance of services described in Appendix A, Statement of Work will not exceed the fixed fee amount of \$ .

**A:** This is part of the sample contract section of the RFP.

Answered On: 5/29/2020 12:43:07 PM

---

**Q: Missing Appendix References**

Posted On: 5/20/2020 2:33:59 PM

Att. 8, pg. 43. 1.2 Any conflict or inconsistency between the provisions of the following documents shall be resolved by giving precedence to such documents in the following order: (a) this Agreement (including any amendments or modifications thereto); (b) DDOE's request for proposals, attached hereto as Appendix ; and (c) VENDOR's response to the request for proposals, attached hereto as Appendix . The aforementioned documents are specifically incorporated into this Agreement and made a part hereof. Please clarify.

**A:** This is part of the sample contract section of the RFP.

Answered On: 5/29/2020 12:41:22 PM

---

**Q: Missing Appendix Reference**

Posted On: 5/20/2020 2:35:29 PM

Sec. Time Schedule, pg. 46. Question, there seems to be a missing appendix reference, please clarify. 4.3 In the event that VENDOR fails to complete the project or any phase thereof within the time specified in the Agreement, or with such additional time as may be granted in writing by DDOE, or fails to prosecute the work, or any separable part thereof, with such diligence as will insure its completion within the time specified in this Agreement or any extensions thereof, DDOE shall suspend the payments scheduled as set forth in Appendix .

**A:** This is part of the sample contract section of the RFP.

Answered On: 5/29/2020 12:43:28 PM

---

**Q: Subjects**

Posted On: 5/20/2020 3:44:25 PM

What areas of Science will be reviewed? AP, Honors, College Prep? Bio, Chem, Physics, Environmental, etc...

**A:** The RFP committee will focus on core curriculum that is aligned to the NGSS, but other areas such as AP/Higher Education (pertaining to k-12 dual enrollment courses) and specific discipline curriculum (chemistry, physics, etc.) are applicable for submission. All curriculum will be evaluated using the EQuIP rubric and appropriate standards.

Answered On: 5/29/2020 12:44:40 PM

---

**Q: Due date extension**

Posted On: 5/21/2020 12:04:57 AM

Due to covid-19 related issues, we would like to ask for a 1 week extension to the current due date of 6/15/2020.

<b>A:</b> The due date is as stated in the RFP. The timeline has not been extended at this time.	Answered On:	5/29/2020 12:47:39 PM
<b>Q: Regarding textbook adoptions / funding</b>	Posted On:	5/21/2020 7:23:38 PM
Are you considering texts for AP courses as well, or just on-level / general level?		
<b>A:</b> The RFP committee will focus on core curriculum that is aligned to the NGSS, but other areas such as AP/Higher Education (pertaining to 9-12 dual enrollment courses) and specific discipline curriculum (chemistry, physics, etc.) are applicable for submission. All curriculum will be evaluated using the EQuIP rubric and appropriate standards.	Answered On:	5/29/2020 12:50:08 PM
<b>Q: Textbooks / funding</b>	Posted On:	5/21/2020 7:25:15 PM
Do you know what the total enrollment for on-level / general level Chemistry is, for High School in Delaware?		
<b>A:</b> In general, each grade has approximately 10,000 students enrolled across the state in public schools. The DDOE does not have specific enrollment data on chemistry or any other specific course.	Answered On:	5/29/2020 12:55:18 PM
<b>Q: Textbooks / funding</b>	Posted On:	5/21/2020 7:25:17 PM
Do you know how texts are adopted, once they are state-approved? Does each district then have funds and choose their own textbooks from the list of state-approved texts?		
<b>A:</b> Curriculum adoption is a local decision by LEAs in DE who can make informed purchasing decisions. Approved vendors provide multiple high quality curricular options.	Answered On:	5/29/2020 12:55:48 PM
<b>Q: Textbooks / funding</b>	Posted On:	5/21/2020 7:25:20 PM
How does funding work, if our textbook is NOT on the state-approved list?		
<b>A:</b> The State of Delaware has specific thresholds on purchasing from non-state contract vendors. An award as a result of this RFP process increases the purchasing options.	Answered On:	5/29/2020 12:56:38 PM
<b>Q: Student materials in Spanish</b>	Posted On:	5/22/2020 3:51:23 PM
On page 85 of the RFP it says, "Student materials in Spanish are required". Not all of our science subjects have student materials in Spanish. Would you still consider them?		
<b>A:</b> The RFP review committee would consider materials if they could be translated into Spanish. Specific documentation to this effect should be included in the proposal.	Answered On:	5/29/2020 4:23:27 PM
<b>Q: Business license</b>	Posted On:	5/26/2020 9:15:29 AM

Section number: III

Paragraph number: 4

Page number: 3

Text of passage being questioned: Provide Delaware license(s) and/or certification(s) necessary to perform services as identified in the scope of work.

Question: The RFP indicates that applicants must have a Delaware business license or appropriate certifications. We are a Texas state agency. Will you accept alternatives to a business license in our case? If so, what would you accept?

**A:** We would not require a business license from a Texas state agency. A tax exemption letter would suffice. Answered On: 5/29/2020 4:34:46 PM

---

**Q: Insurance** Posted On: 5/26/2020 9:18:12 AM

Section number: III

Paragraph number: 4

Page number: 3

Text of passage being questions: Proof of insurance and amount of insurance shall be furnished to the Agency prior to the start of the contract period and shall be no less than as identified in the bid solicitation, Section V, Item 8, subsection g (insurance).

Question: The RFP requires applicants to have insurance. As a state agency, we are self-insured. Would you accept a self-insurance letter from the University of Texas, instead of the stated insurance requirements?

**A:** Yes, Delaware's Insurance Coverage Administrator will accept this. Answered On: 5/29/2020 4:32:22 PM

---

**Q: Proposal submission** Posted On: 5/26/2020 3:01:38 PM

Given the COVID-19 pandemic, is Delaware considering allowing an electronic submission?

**A:** All options are applicable for this RFP. Answered On: 5/29/2020 4:25:00 PM

---

**Q: Custom solution** Posted On: 5/26/2020 3:02:36 PM

Is Delaware looking for a custom solution or an "off-the-shelf" solution?

**A:** All options are applicable for this RFP. Answered On: 5/29/2020 4:28:12 PM

---

**Q: Areas of the curriculum**

Posted On: 5/26/2020 3:18:14 PM

Could you provide a list of curriculum areas that will be reviewed? Chemistry, Bio, Environmental Science, etc....

**A:** The RFP committee will focus on core curriculum that is aligned to the NGSS, but other areas such as AP/Higher Education (pertaining to 9-12 dual enrollment courses) and specific discipline curriculum (chemistry, physics, etc.) are applicable for submission. All curriculum will be evaluated using the EQUIP rubric and appropriate standards.

Answered On: 5/29/2020 4:27:44 PM

---

**Q: Cyber Liability Insurance**

Posted On: 5/26/2020 4:40:08 PM

Please take a look at Attachment 9, Page 64. E. Cyber Liability Insurance, 2. level: \_\_\_

Could you tell me the level that will be associated with this RFP?

We need to know the scope of how many students would potentially use our solution.

**A:** There are approximately 10,000 students per grade level in public schools in DE.

Answered On: 5/29/2020 4:26:33 PM

---

**Q: Expected volume of teachers**

Posted On: 5/26/2020 10:12:01 PM

Section number: Appendix B  
Paragraph number: Titled Delaware context- not numbered  
Page number: 74 and 75  
Text of passage being questioned

“This coherence is maintained through coordinated resources and efforts, such as professional development that involves over 2000 science teachers-over 25% of the science teachers in the state-annually”

Can the section identified as a guide for potential attendees to the professional development that is the subject of this RFP response? Will attendance be mandatory or will be in an opt in model at district, school or individual teacher level?

**A:** This section is intended to provide some insight into the possible scale of the work that could result from an adoption. The actual scale of contracted work will vary dependent upon selections and resources. Attendance can also vary and may or may not be mandatory.

Answered On: 5/29/2020 4:25:49 PM

---

**Q: Delivery Model**

Posted On: 5/26/2020 10:12:42 PM

Section number: Appendix B  
Paragraph number: Titled Response Required under Professional Development- not numbered  
Page number: 77  
Text of passage being questioned  
“describes the frequency and duration of training day”

Does the State of Delaware Department of Education have a preference for modality of the training be that face to face, asynchronous online or other?

**A:** All professional learning models are applicable. Face to face, virtual and hybrid models are encouraged.

Answered On: 5/29/2020 12:37:18 PM

---

**Q: Collaboration**

Posted On: 5/26/2020 10:13:30 PM

Section number: Appendix B

Paragraph number: Titled Response Required under Professional Development - not numbered

Page number: 77

text of passage being questioned

"How will your company collaborate with the DE Science Coalition in advance of professional development to develop a clear set of goals for the learning experience?"

To what degree will the DE Science Coalition and other State Stakeholders be interested in participation in the planning and development of the topics for the Professional Development?

**A:** The level of involvement will be determined by the curricular resources and professional learning options selected. The RFP seeks a collaborative engagement with vendors that meets the needs of schools/districts and/or the DE Science Coalition.

Answered On: 5/29/2020 4:27:15 PM

---