



DATE: JANUARY 5, 2022
TO: ALL PROSPECTIVE VENDORS
FROM: VERONICA JACKSON, PURCHASING AND CONTRACTS COORDINATOR
SUBJECT: ADDENDA# 1
RFP# 22-0119, READING FOUNDATIONAL SKILLS / PHONICS RESOURCES, GRADES K-2

All respondents are hereby advised of the following amendments to the Request for Proposals ("RFP") document which are hereby made an integral part of the proposal documents for the subject contract, prepared by the Clarke County School District ("CCSD or District").

Proposals submitted shall be deemed to include contract document information as shown in **ADDENDUM NO. 1**. Respondents shall be required to acknowledge receipt of this addendum in their proposal response. Failure to acknowledge receipt of this addendum by the respondent may result in the rejection of their proposal response.

This addendum must be completed, signed and submitted with your proposal response to be considered for award. If you have already submitted a proposal, please complete the addendum and submit same in a sealed envelope, clearly marked with the "**RFP# 22-0119, READING FOUNDATIONAL SKILLS / PHONICS RESOURCES, GRADES K-2**", response date, and return address. This will be accepted as part of your proposal response, PROVIDING IT IS RECEIVED BY THE PURCHASING DEPARTMENT BY THE TIME AND DATE SPECIFIED IN THIS DOCUMENT.

The Addendum becomes a part of the Original document and Modifies, as noted below:

A. MODIFICATIONS & REVISIONS (*clarifications in red*)

The CCSD will not accept faxed or ~~emailed~~ copies of proposals.

Email submission is the preferred method of delivery. Although hand deliver or receipt by mail are available options. Please make sure all RFP responses and samples are shipped to the address below-

An audio recording link of the pre-proposal conference is listed within this proposal.

All recorded information becomes a part of our RFP process and Addenda# 1.

Clarke County School District
Offices of Purchasing & Contracts
Attn: Veronica Jackson, Room 231B
595 Prince Avenue
Athens, Georgia 30601

Proposal Due Date has been extended to: Tuesday, January 25, 2022 at 11:00 AM (EST)

B. QUESTIONS & ANSWERS (*clarifications in red*)

1. Would you consider a comprehensive language arts curriculum that includes all literacy components supportive of the science of reading including differentiated foundational skills instruction, shared reading, handwriting, comprehension, and independent work (i.e. a program that would cover the entire reading block)?

Yes, though we already have solid pieces in place for much of that work

2. Would you consider more than one proposal from a single organization (for two different programs)?

Yes

3. What professional learning structures are currently in place for teachers and instructional leaders?
Teacher professional learning is supported at the school level by instructional coaches at each building. At the district level there are two full-time implementation specialists that work to implement professional learning supportive of teachers' use of best practices with the provided resources. Grade levels teams at each school engage in professional learning community cycles.
4. What product(s) are you currently using?
We are currently using components of the Fountas and Pinnell Classroom including the FPC Phonics, Spelling, and Word Study.
5. Based on this response, "we are currently using components of the Fountas and Pinnell Classroom including the FPC Phonics, Spelling, and Word Study", are you trying to move away from this model/approach with a new curriculum or will you continue to use those components?
We are open to either. We may continue to use the FPC PWS along with a new resource, replace it completely, or simply continue as is.
6. Are you looking for a Core ELA solution for K-2?
We would like a Tier One resource that could be used with all students as their primary classroom instruction with daily lessons and practice.
7. You mentioned you would send out a link for the recording. Would you be able to forward the transcript, as well, to us?
All information, including transcripts/recordings will be in Addenda# 1.
8. Could the district clarify how vendors are to submit proposals; is the proposal to physically mailed, emailed, or both.
Preferably email, although hand-delivered, or receipt by mail is fine.
9. Are you looking for a program that ONLY addresses the Word Recognition Areas (Decoding, Phonological Awareness and Sight Recognition) or would you like to see a program that addresses both the Word Recognition Areas (Decoding, Phonological Awareness and Sight Recognition) as well as the Language Comprehension Areas (Vocabulary Knowledge, Background Knowledge, Language Structures, Literacy Knowledge and Verbal Reasoning)?
We are looking for a program to address the GSE RF standards including the word recognition areas mentioned. We recognize the important connection between the language comprehension areas mentioned and the role of word recognition in continuous, meaningful text. We are open to programs that address more than just word recognition areas.
10. Is the program you are seeking going to be combined with other ELA programs you are using in K-2?
The program will be combined with other ELA programs currently in use K-2.
11. Are you looking for a program that could be comprehensive and used during the entire literacy block or are you looking from something that is only used for a smaller portion of the literacy block?
We are looking for something that is only used for a smaller portion of the literacy block.
12. Are you looking for a program designed to be delivered to a whole group or small group?
The program would need to be feasibly delivered to all students during a portion of the literacy block. The delivery method can be flexible.
13. Clarification from webinar regarding submission: Can submissions be submitted electronically via email?
Yes, submissions can be submitted via email.
14. Clarification from webinar regarding samples: Digital samples are acceptable?
Digital samples are acceptable, but hard copies of materials that would be presented to students in print are preferred.
15. Is CCSD seeking an approved listing of vendors or does CCSD anticipate issuing a single awarded contract?
Pp. 16; 6.1 - The compiled list of approved providers will be made available for district implementation beginning with the 2022-2023 school year.

16. Regarding the CCSD Standard Terms and Conditions referenced on p. 5, "This proposal process is covered by the Clarke County School District's standard Terms and Conditions, which are included in this proposal."

Is CCSD referring to Section 2, Instructions to Vendors and Section 3.0 General Conditions?

If not, can CCSD please provide the referenced standard Terms & Conditions vendors are to review?

All information listed to include Section 2.0 – Instructions to Vendors, Pp. 1-5

3.0 – General Conditions, Pp. 6-9

5.0 Overview of District, Pp. 13-15.

17. Can you please provide the recording of the Pre-Proposal Conference that was held on December 9, 2021?
Recording will be provided in Addenda #1 as stated at the Pre-Proposal Conference.

18. We are a small, Maryland based business, in good standing and work in schools throughout the country. What documentation should I submit regarding our business license?

We are requesting that firms provide a Certificate of Authority to do business in Georgia. This is a requirement within Clarke County School District. If you decide to move forward with this requirement within the Secretary of State, you can provide the confirmation email as your certificate may not be available by the RFP deadline.

Link to register: https://sos.ga.gov/index.php/Corporations/creating_a_new_entity.

19. We do not participate in E-verify and the options on the affidavit of exception do not see to be applicable to our situation. We would provide goods(curriculum products) to the school. However, there is the option to have a trainer come on-site to provide follow-up coaching or guidance, but she is not a Georgia resident. Please advise.

If your company does not have an e-verify number, you will need to complete the Affidavit of Exception and have it notarized. These are our internal requirements which align to the GA Dept. of Audits and Accounts.

20. Was the District's pre-proposal meeting recorded? If so, will that be made available to vendors? If the meeting was not recorded, will any slides that were presented be made available to vendors?

Audio link available- No slides available-

<https://bit.ly/AudioPhonicsResources>

21. Could the District please confirm the requirements for the Reference Form? Do these references need to be using literacy products within the same grade band (K-2)?

Per the information listed, references should be same or similar scope.

22. Do we have the number of teachers and classrooms in which resources will be needed?

There are (176) K-2 teachers currently serving as Homeroom teachers in CCSD.

(Attachment included)

23. Approximately how many teachers will require professional development?

Currently, there are (176) K-2 teachers, all K-2 teachers will require Professional Development.

24. What is the intended term of the contract? And, for pricing, would the district like to see multiple options such as 1, 3, and 6-year pricing?

Vendor can provide multiple pricing options.

25. Would the district like to have a point-by-point response of Section 6.4 within Tab 4.4. Scope of Work and Methodology, in addition to the 7.0 Technical Specifications requirement (Tab 4.8)?

Responses should be provided for all mandatory document and technical specifications requirements.

26. What is the anticipated term and contract start date. There appear to be two different start dates listed in the RFP document on page 17 and the schedule of events.

Pp. 0 indicates March 14, 2022 in which the CCSD Board of Education will approve, the executed contract term will begin July 1, 2022 on pp. 17.

- 27. Are printed decodable materials required if a vendor provides an all-digital program?
Please provide sample access to the all-digital program if printed materials are not available.
- 28. Are hands-on manipulative materials required if a vendor provides an all-digital program?
Please provide sample access to the all-digital program if hands-on manipulative materials are not available.
- 29. Are kinesthetic learning activities required if a vendor provides an all-digital program?
Please provide sample access to the all-digital program and state whether or not kinesthetic learning activities are or are not available.
- 30. Is third-party efficacy research showing student growth required?
A third-party study of our program is scheduled to be completed this year, but it is not yet available.
Please state the completion plan and any available methodological information for studies in progress.
- 31. Does the district have a preferred training model? E.g., Onsite, Virtual, Direct, or Train the trainer? How many teachers need to be trained if direct training is preferred?
The district does not have a preferred training model and any formats will need to be flexible according to necessary mitigation measures for the Covid19 pandemic.

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Proposal Due Date has been **extended to: January 25, 2022 at 11:00 AM (EST)**

Name of Proposer	Address
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Signature	Date
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Unless otherwise changed by an addendum, all other information will remain the same.

END OF ADDENDA 1



School	# of K Teachers	#of 1st Grade Teachers	# 2nd Grade Teachers	# Students Per Class
Alps Road Elementary	3	4	4	
Barnett Shoals Elementary	4	4	4	
Chase Street Elementary	5	5	5	
Cleveland Road Elementary	3	3	3	
Fowler Drive Elementary	4	4	4	
Howard B Stroud Elementary	4	4	4	
Gaines Elementary	5	5	4	
Judia Jackson Elementary	4	4	3	
Oglethorpe Avenue Elementary	5	4	4	
Timothy Road Elementary	5	4	4	
Whit Davis Elementary	4	4	4	
Whithead Road Elementary	6	5	7	
Winterville Elementary	3	3	4	
Barrow Elementary	5	5	4	

This is information can be found in the original RFP document. This is listed under "Enrollment"