

RFI 007

Addendum: This document represents an addendum to RFI #007 for K–5 RFI for Professional Learning. This document includes all questions from prospective proposers regarding this RFI along with responses from the Connecticut State Department of Education (CSDE).

1. **Question:** Has RFI 007 for Structured Literacy PD been retracted? Or is it still an open opportunity?

CSDE Response: RFI 007 is live and is following the schedule in the RFI Proposal.

2. **Question:** For a professional learning offering that is delivered through a blended model (a proprietary online learning platform alongside participant manuals and additional resources such as slide decks), in which format would CSDE prefer to receive evidence of learning that occurs in the online platform?
 - a. Screenshots identifying the relevant modules of the digital coursework? *or*,
 - b. Temporary reviewer access with login credentials to allow evaluators to navigate the online learning experience directly?

CSDE Response: CSDE prefers temporary reviewer access with login credentials to allow educators to navigate the online learning experience directly.

3. **Question:** Would it be possible to acquire the documentation so our product team can best determine which "product" would be the most appropriate to offer?

CSDE Response: RFI 007 is posted here: [WebProcure](#).

4. **Question:** Both the intent to apply email described in Submission Information item 1 and the Provider Contact Information section of the application request "Name of the provider" and, separately, "Name of the K–5 structured literacy professional learning provider." Should the second field identify the specific professional learning offering being submitted for review, or is it intended to repeat the organization name? We want to ensure the intent to apply email due September 11 is completed correctly.

CSDE Response: The second field should identify the specific professional learning offering being submitted for review.

- Name of the provider:
- Primary contact's first and last name:
- Primary contact email address:
- Primary contact's phone number:
- Name of the K–5 structured literacy professional learning:

5. **Question:** Should provider responses be entered directly into the CSDE application document beneath each prompt, or may responses be submitted as a separate attachment that references each question by number?

CSDE Response: Either option works for CSDE.

6. **Question:** Is there a word or page limit for the narrative responses to the questions in the application?

CSDE Response: There is no word or page limit for the narrative responses to the questions in the application.

7. **Question:** The RFI states that the resulting approved list will allow LEAs and individual educators to independently select providers. Are providers required to be able to contract with and deliver professional learning to individual educators, or are providers whose delivery model serves LEAs and schools eligible for inclusion on the list?

CSDE Response: Providers are not required to be able to contract with and deliver professional learning to individual educators. Providers whose delivery model serves LEAs and schools are eligible for inclusion on the list.

8. **Question:** Submission Information item 2d requires the blank documentation of successful completion referenced in Question 15. Should this be an unfilled template of the artifact issued to participants, such as a certificate of completion? Would a digital badge or a completion record generated by a learning management system satisfy this requirement in place of a document?

CSDE Response: A digital badge or a completion record generated by a learning management system would satisfy this requirement in place of a document.

9. **Question:** Submission Information item 2e requires staff resumes referenced in Questions 20 and 21. Should resumes be provided for all staff involved in the development and delivery of the professional learning, or for key staff representative of each function? Is there a preferred format or page limit?

CSDE Response: Resumes should be provided for the key staff representative of each function. There is not a preferred format or page limit.