



IDEA Headquarters
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RFP Addendum #1

Date: 05/19/2022

RFP: #17-RFP-GNRL-2022– Leadership Professional Development

To: All Prospective Vendors:

Addendum: Clarify Proposal Type and Answer Vendor Questions

IDEA would like to clarify that we would like to request only one proposal type for the Leadership Professional Development.

1. **Question:** Are you looking for a program with PD and ELL support?
Answer: Currently, we are looking for a program with Professional Development (PD) support. We are open to English Language Learner (ELL) support if it is offered.
2. **Question:** Do you want virtual? Onsite? A hybrid model?
Answer: We are open to any delivery model.
3. **Question:** What type of material are the walls? Brick, drywall, etc.
Answer: This solicitation scope of work does not include materials to be installed.
4. **Question:** Is this a Train the Trainer model?
Answer: No. This is a training primarily for school-based leaders
5. **Question:** Are you needing SIOP administrators/instructors?
Answer: No.
6. **Question:** Can we approach and respond to this based on a conversation Savvas had with IDEA prior regarding PD support? Is this RFP seeking the same services as discussed in that prior conversation?
Answer: Any prior conversations shall not influence the response to this solicitation.
7. **Question:** Will you accept electronic signatures via docuSign?
Answer: Yes



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- 8. Question:** Section 2.6 Proposal Submissions on page 13 of the RFP, there are instructions for references, but the sentence is cut off. It says "Each reference provided shall include" but does not list what should be included. Can you clarify what should be listed for references?
Answer: Please disregard the following sentence: "Each reference provided shall include"
- 9. Question:** Attachment "O" - Vendor Packet just states "IDEA Vendor Packet will be included after PDF has been created." Can you clarify if there will be an additional packet that respondents need to submit with our response?
Answer: The Vendor Packet is located on the VSS portal upon registration.
<https://selfservicetx.ideapublicschools.org/mss/default.aspx>
- 10. Question:** In order to give you the most accurate pricing, it would be helpful for us to understand how many leaders and how many schools will be served by this RFP. Can you please provide this detail?
Answer: We have ~30 leaders interested in participating in this training
- 11. Question:** How many hours of training (cumulatively or per individual) are you requesting?
Answer: We currently do not have a set number of hours of training.
- 12. Question:** What is the place of performance? May the contractor provide these services remotely?
Answer: We are open to any delivery method of professional development training.
- 13. Question:** What triggered this RFP to be issued? E.g. complaints, requests from staff, recommendation from internal analysis, etc.
Answer: We are looking to provide training for both new and returning leaders to support increased student achievement
- 14. Question:** Is the intent of this RFP to make a list of approved vendors that schools can purchase from?
Answer: Yes.
- 15. Question:** Would IDEA like to see a menu of options for leaders to use?
Answer: We would like to see offerings aligned to the effective practices listed in the RFP and are interested in a cohesive programs that helps leaders make connections across practices
- 16. Question:** Would this development be used by regional, across the network or used by individual schools?
Answer: We have a combination or campus, regional, and network level participants interested in this development



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- 17. Question:** What is the expectation or desire for development to be: in-person, via Zoom or a hybrid?
Answer: We are open to any delivery method of professional development training.
- 18. Question:** Several areas are listed in the scope of services. Is it desired that proposals address all of them, some of them, distinct aspects of this work?
Answer: We are looking to participate in a cohesive development program that incorporates several of the effective practices requested
- 19. Question:** What is the experience level of the participants? Are they new to being in leadership positions or do they have a lot of experience?
Answer: They participants are a mixture of new and experienced leaders
- 20. Question:** Of the Effective Practice areas listed in the RFP, is there any one area that your staff finds particularly difficult or challenging? Should the proposed content emphasize some areas over others?
Answer: We are looking to train leaders across several campuses and regions and want to provide a variety of opportunities aligned to the effective practice areas.
- 21. Question:** How many participants do you expect to take part in the trainings?
Answer: We currently have ~30 leaders who are interested in participating
- 22. Question:** How much time will the participants have to participate in the trainings?
Answer: We don't have a set time in mind. We have some participants who need more flexibility in scheduling and are interested in in-person and virtual options for training
- 23. Question:** We wanted to ask if any of the participants may be interested in receiving one-on-one coaching services as well?
Answer: This could potentially be something that participants are interested in