ADDENDUM NO. 1

DATE: July 8, 2022
TO: ALL PROSPECTIVE OFFERORS
REFERENCE: RFP# 2000003479
FOR: World Languages Basal Resources (SY 2023-2024 Adoption)
CLOSING DATE/TIME: August 12, 2022 @ 12:00 p.m. (noon)

RFP MODIFICATIONS:

The referenced Request for Proposal is amended as follows:

1. Appendix O - PALS Summative Rubric Vendor Alignment” has been amended to include the applicable course levels for the World Languages with additional rows.

2. Special Provisions, Tasks to be Performed, Section 6.7 - has been modified to include the following:

   Offerors must provide a written explanation how the offeror’s content and assessments are aligned to Appendix N - Performance Assessment for Language Students (PALS) Summative Rubrics and ACTFL Proficiency Guidelines in Appendix O - PALS Summative Rubric Vendor Alignment for each applicable language and level.

3. Special Provisions, Tasks to be Performed, Section 7.9 - has been modified to include the following:

   Response to Appendix O - PALS Summative Rubric Vendor Alignment for each applicable language and level. Offerors must describe how the offeror’s content and assessments are aligned to Appendix N - Performance Assessment for Language Students (PALS) Summative Rubrics and ACTFL Proficiency Guidelines.

RFP CLARIFICATIONS:

The following are responses to questions received via Bonfire and/or e-mail:

Q1. We are an online program for Spanish teachers and students, not a textbook. Students and teachers can access our resources through our platform. Would we be eligible for this bid or is it only for textbooks?

A1. The World Languages (WL) Request for Proposals (RFP) includes comprehensive basal and supplemental print and/or online resources. It is not exclusive to textbooks.

Q2. For the RFP we would be bidding on the world languages - Chinese and Japanese. If awarded the contract, are you put on an approved buying list and each school in the district can buy as needed or will we receive a purchase order upon being awarded from the district?

FD 7/8/22
A2. Purchases from the district and/or from individual schools could be made against an awarded contract based on the needs of the school or division.

Q3. For this vendor alignment to the PALS Summative Rubric, should we fill it out for end of year 1, level 1?

A3. Refer to RFP Modifications above.

Q4. If the curriculum we are submitting has multiple levels, do you need a separate rubric for each level, or do you want just one level for an example? Or, a rubric for alignment with our highest level?

A4. Refer to RFP Modifications above.

Q5. We submitted IB resources in RFP 2000003315. Are those submissions no longer valid; therefore, we need to submit those programs within this RFP OR if we submitted to RFP 2000003315, we will not need to submit them again in this RFP?

A5. Yes, you must submit proposals as requested in RFP 2000003479, to include the IB resources as referenced in Appendix E - Functional Requirements, Section b. This RFP is strictly for World Languages, which is separate from the whole IB program.

Q6. We are finishing a new Chinese program and will not have books printed by the August due date. Are you willing to accept PDF pages of the program with one volume in almost completed stages and the second volume in early stages? The online access would be available for review around late November. Are you willing to accept a proposal in these conditions?

A6. Yes, the print PDF version may be submitted with an explanation and timeline with details.

Q7. In Appendix E how do you want to receive our response? There isn’t a spreadsheet that includes these aspects nor is there room on the Appendix to add evidence of these aspects.

A7. Responses to Appendix E should be included in the Technical Proposal. Details of each requirement must be specifically addressed. This information must be uploaded in the Requested Information slot, titled “Appendix E - Functional Requirements” in Bonfire.

Q8. In Appendix E, would an attestation document be sufficient for sections D and E in Appendix E?

A8. An attestation would not be sufficient. Details must be provided on how the vendor will meet each specific requirement. Evidence and details of each aspect must be included in the vendor response for sections D and E.

Q9. In Appendix E where an aspect is asking for a particular item, how many examples and from how many volumes within one program should we submit evidence?

A9. Vendors may determine sufficient examples that support each aspect for each applicable volume.

Q10. In Appendix E where we need to provide an English translation, will a summative statement as well as the example(s) be accepted?

A10. It is requested that the offeror translate excerpts of the proposed solution into English, as necessary, to illustrate or explain how those materials meet the functional requirements below. These translations are requested to facilitate the evaluation of the proposed solution by a group of evaluators, only some of whom are fluent in each language.

Q11. In Appendix O PALS Summative Rubric, how are we to complete this document? Do you want samples of our assessments, do you want evidence of skill building/scaffolding so that students
are able to show progress? What exactly goes into the boxes? Using Appendix N, we are able to see the PALS rubrics for the assessments, but we are not certain what you want the vendor to demonstrate in Appendix O.

A11. Refer to RFP Modifications above. The written explanation should include details to the alignment of the vendor content and assessments to ACTFL and the FCPS PALS rubrics.

Q12. Is the program used for DE controlled by the district/school or the partner college? Does it require college resources versus secondary resources?

A12. The FCPS Dual Enrollment (DE) courses must be approved by the Northern Virginia Community College (NOVA) credential requirements and FCPS curriculum requirements. The DE courses do not require college resources.

Q13. For the SHS program are you looking for …
   1. a program that begins with students who have Spanish language arts skills close to their grade level
   2. a program that supports SLIFE students or students who have a lower Spanish language arts foundation
   3. a program that incorporates both A and B

A13. Heritage Spanish language learners students reflect a wide range of linguistic experiences. Some Spanish-speaking students were born and raised in the United States to families from Spanish-speaking countries. Others emigrated during their early childhood and most of their education has been in an English-speaking environment. A third group of students have lived in their home country for a longer period of time and have had formal education in Spanish. Based on the diverse needs of these students, the two goals of the Spanish for Heritage Speakers (SHS) courses are the development of literacy skills, use of a formal register in speaking, and the promotion of positive identity for the heritage culture and language.

Q14. When we are ready to submit our proposal, do we submit sections A, B, and C separately as three different submissions or as one submission, but clearly label between sections A, B, and C.

A14. Vendors may determine the number of file uploads for “Appendix E - Functional Requirements, Sections A, B, and C”. The Offeror must clearly label the proposal to specify which language(s), section(s), and level(s) it addresses.

Q15. I was under the impression that you were looking for books for the 2022/23 school year. Did I understand incorrectly?

A15. The World Languages Request for Proposals includes comprehensive basal and supplemental print and/or online resources that includes books.

Q16. Also, is a one-year adoption the norm for Fairfax County? Or is this an off-cycle adoption?

A16. We follow the Virginia Department of Education basal adoption schedule of a 7 year cycle. The World Languages Request for Proposal is for a seven-year on-cycle purchase. We ask for a one year purchase price to allow for individual school purchases. Most schools’ budgets are not sufficient to pay for a seven year upfront purchase.

Q17. In Appendix E sections D and E, do they have to be completed once for all programs; or for each program submitted; or once for levels 1-3, once for levels 4+, and one for supplementals?

A17. If Offeror’s proposal utilizes the same platform for multiple sections and/or languages, then the Offeror, at their discretion, may submit one Technical Proposal for each applicable section and/or language. The Offeror must label the Technical Proposals with the applicable section(s), language(s) and level(s).
If the Offeror's proposal platform differ by section, language and/or product, then the Offeror must submit a separate Technical Proposal, one for each section, language and/or product. The Offeror must label the Technical Proposals with the applicable section(s), language(s) and level(s). Bonfire will provide Offerors with one set of unique Technical Proposal Requested Document Slots for each of the section(s) that they are submitting a proposal to. Caution: Failure to label the title and content of the proposals clearly may render the Technical Proposal non-responsive.

Q18. In Appendix H p.3 Quality Assurance and Editing Process, it asks for a description of our internal process used to ensure accuracy. Please describe precisely how that is to be submitted since there is no document provided in which that description can be entered.

A18. Appendix H - Publishers Certification and Agreement must be completed and uploaded. Description of internal processes can be added to the Appendix.

Q19. In Appendix O, is this a summary per level of each program? If we are submitting more than one program for a language, how are we to complete the Appendix since we are not able to add rows to the spreadsheet?

A19. Refer to RFP Modifications above.

Q20. We offer live support in two different formats, but neither begin at 7am.
   GET LIVE HELP VIA CHAT
   • Mon-Thu 8:00am - 12:00am EST
   • Fri 8:00am - 10:00pm EST
   • Sat 11:30am - 8:00pm EST (School & Semester Start Dates Only)
   • Sun 11:30am - 11:00pm EST
   GET LIVE HELP VIA PHONE
   • Mon-Fri 8:00am - 9:00pm EST
   • Sat 11:30am - 8:00pm EST (School & Semester Start Dates Only)
   • Sun 11:30am - 9:00pm EST
   Will this satisfy the requirement for tech support or must we have live support at 7am?

A20. While we require support to begin at 7 a.m. due to teacher contract start times, vendors may include support hours, as applicable.

Q21. Do you know what book is currently being used for Chinese and Arabic?

A21. The Chinese and Arabic courses utilize a range of resources purchased by the school and teacher created material.

Q22. Are the Arabic teachers native speaking?
A22. The FCPS World Languages teachers represent a diverse background that include native and non-native speakers.

Q23. Currently, you are already using our Adventures in Japanese series are they looking for us to include AIJ in the RFP for print and digital?

A23. The World Languages RFP is for School Year 2023-24 of a seven-year adoption schedule.

Q24. Is the adoption for just high schools grades 9-12 or for middle schools as well?

A24. The WL RFP adoption includes middle schools, high schools, secondary schools, and the Online Campus that represent grades 6-12. Refer to Appendix D - World Languages Course List and Enrollment.
Q25. For their AP, IB courses in Chinese and Japanese, as well as their Japanese 5 program, can schools select and purchase their own books that we can recommend to them and must they be included in the submission process?

A25. The awarded upper level comprehensive basal and supplemental resources are approved district-wide materials for school purchase. All FCPS digital resources must be approved through the IT digital review process that includes the Security Architecture checklist and the Data Exchange Checklist.

Q26. We're looking some further guidance about the type of response and the level of detail that you would like us to employ in Appendix O. Might you perhaps be able to share a sample of a previous submission, to show us the kind of evidence of alignment that you envision in this appendix?

A26 Refer to RFP Modifications above.

Q27. Appendix M Appendix M - World Languages Themes and Topics.pdf says for documentation only however, we you go to start uploading documents it is a required field to upload. No instructions on what to do for the document.

A27. Appendix M - World Languages Themes and Topics is for information only. This slot has been modified and is no longer a required document for submission. A response to Appendix M is not required in order to complete the submission.

All other terms and conditions remain unchanged.

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Jon Damron
Manager, Contracts

RETURN A SIGNED ORIGINAL AND COPIES AS REQUESTED IN THE SOLICITATION.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED