



Questions and Answers

Request for Proposal RFP# ELCMDM2020-05

Curriculum Materials

1. **Regarding RFP ELCMDM2020-05 for Curriculum Materials, will the Early Learning Coalition accept electronic signatures as “originals”? Could prospective vendors use DocuSign or a virtual notary for signatures?**

Yes, DocuSign will be accepted.

2. **Would the Early Learning Coalition of Miami-Dade/ Monroe, Inc accept a solution for a mathematics core curriculum only?**

Math is a component of a State level approved curriculum and also can be submitted as a stand-alone “Supplemental/Enhancement” Curricula Materials and Training for Teachers in Early Learning Programs (Center-based and Family Child Care)

3. **Is this the same as what we were just awarded and do you think we should bid?**

This is a new Request for Proposal.

4. **Can proposer submit a supplemental curriculum if said proposer does not currently have an approved “core” curriculum on the ELC Approved List, nor plans to submit a “core” curriculum?**

Yes, proposers can submit “Supplemental/Enhancement” Curricula Materials and Training for Teachers in Early Learning Programs (Center-based and Family Child Care); “Enhancement Components or Curricula Materials and Training for Parents of Children in Early Learning Programs as long as the “Supplemental/Enhancement” are approved at the State level.

5. **Can a proposer submit a supplemental curriculum for just the preschool age group?**

Yes, proposers can submit “Supplemental/Enhancement” Curricula Materials and Training for Teachers in Early Learning Programs (Center-based and Family Child Care); “Enhancement Components or Curricula Materials and Training for Parents of Children in Early Learning Programs as long as the “Supplemental/Enhancement” are approved at the State level.

6. **In reference to Exhibit 3, item #4: The submission is scored on the inclusion of all areas of child development within the curriculum. Is this relevant if the proposer is just submitting a supplemental curriculum for character development?**



Yes

7. Is RFP 2020-05 replacing 2020-02?

RFP#ELCMDM2020-05 is not replacing a previous procurement, as this is a new solicitation.

8. If awarded 2020-02 Do, we still need to fill out 2020-05?

RFP#ELCMDM2020-05 is a new solicitation. It is up to the discretion of the vendor.

9. How many samples should be sent? What is the address and who should it be attention to? What is date due?

No more than 5. The due date is July 17, 2020. Please send to:

The Early Learning Coalition of Miami-Dade/ Monroe, Inc.
2555 Ponce De Leon Blvd. Ste. 210
Attn: Lisney Badillo, Director of Contracts and Procurement
RFP#ELCMDM2020-05 Curriculum Materials
Coral Gables, FL 33134

10. Can you give me more information about the 20% in-kind stipulation? Is this something we show on our monthly invoicing?

In-kind service is defined by the Office of Head Start as "Property or services that benefit a grant supported project or program and are contributed by non-Federal third parties without charge to the grantee. In-kind contributions may consist of the value of real property and equipment and the value of goods and services directly benefiting the grant program and specifically identifiable to it. In-kind match is counted for the period when the services are provided or when the donated goods are received and used.

In-Kind can be shown on the monthly invoicing.

11. What is the number of classrooms we should use to calculate pricing?

The price should be calculated by unit. The company cannot impose a minimum volume since individual orders are stipulated on the RFP



- 12. Given the request for a single year contract with three optional renewal years, will the ELCMDM allow for a program that is only available for the initial year one of the contract and not available for any optional renewal years?**

Yes.

- 13. Would ELCMDM consider purchasing materials for the full four years in year one of the contract term, which would include the initial year and the three optional renewal years?**

No, purchasing will be as needed, based on our Provider's needs.

- 14. Will the contract require the same terms, pricing, and product to be held for the entire length of the contract, including the three optional renewal years?**

Yes, same terms, pricing, and product, and new products if they become available.

- 15. If a vendor has a program(s) currently listed on the ELCMDM vendor portal site, would vendors be required to provide a response to this RFP?**

Applying to this Request for Proposal is optional.

- 16. Regarding page limitations, page 7, section 2.9 states: "Responses submitted by Proposer must be concise and comply with the RFP page limit requirements of 10 pages." and the 3.4 Specifications section, pages 9-11 for Core Curriculum, states: "Within a maximum of fourteen (14) pages, the proposer must address the following for each curricula and age group submitted." and on pages 13-14 for the Additional questions "Within a maximum of ten (10) pages each proposer will respond and describe a plan to meet the following:" Can you please clarify if vendors are to provide a maximum of 10, 14, or 24 pages total (without correlations, cover letter, table of contents, and required forms) for their response?**

A maximum of 14 pages, not including the cover letter, table of contents, and required forms.

- 17. Regarding the pricing, page 10 states: "On Appendix D, provide the requested curricula package information on the tables entitled "Core Curricula Materials for Teachers in Center-Based and Family Child Care Programs"..." Appendix D on pages 27-28 are for Supplemental/Enhancement Curriculum materials. Are vendors who are submitting in the core category only supposed to complete Appendix C or Appendix D?**

For the core category, Appendix C.

- 18. If the proposer has a submitted a "core" Pre-K curriculum to School Readiness for approval, can that curriculum be submitted in this response understanding that it's in the approval process?**



The Curricula Material should have already been approved at the State level.

- 19. How is this RFP different from RFP ELCMDM2020-02 besides for the dollar amount and the starting date of August vs. July? Will this RFP supersede that one and/or includes that budgeted amount?**

RFP#ELCMDM2020-05 does not supersede RFP#ELCMDM2020-02, as this is a new solicitation. A new contract will be executed.