Calendar of Events

Advertisements: Sunday, July 31st & August 7th, 2022

Open Solicitation: Sunday, July 31, 2022

Pre-Proposal Meeting: Tuesday, August 2, 2022, at 10:00 a.m. at 11:00 a.m. C.S.T.

Deadline for Questions from Vendors: Wednesday, August 3, 2022, at 3:00 p.m. C.S.T.

Deadline for Responses to Questions: Friday, August 5, 2022, at 5:00 p.m. C.S.T.

Due Date for Submittals: Thursday, August 11, 2022, at 3:00 p.m. C.S.T.

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IDEA Public Schools prepares students from underserved communities for success in college and citizenship. We are a growing network o.6 (f)3n1 r[illegible] (n)6.1e schools serving approximately 78,000 students located throughout the Austin, El Paso, Houston, Permian Basin, Rio Grande Valley, San Antonio, Tarrant County in Texas, as well as locations in Louisiana and Florida. IDEA Public Schools is planning to expand to Jacksonville, FL in 2022, Cincinnati, OH in 2022, and Arkansas in 2023. Althou5 (o)6.h IDEA's growth is rapid, it is also well planned and carefully planned. Schools begin with select grade levels and grow as students advance to eventually reach full scale as a Pre-K-12 campus.

The mission of IDEA Public Schools is College for All. IDEA serves primarily low-income students in underserved areas of both rural and urban communities. Over 80% of IDEA students are considered low-income and one of every three students is the first in their family to go to college. Since our first graduating class in 2007, 100% of our seniors have been accepted and matriculated to a college or university every year for fourteen consecutive years. Thanks to a rigorous path to college that begins in Pre-K, IDEA students attend selective universities throughout the country, win national awards and scholarships, and complete college at a rate six times the national average for low-income students.

IDEA is a is a Texas nonprofit corporation exempt from federal taxation pursuant to Section 501(c)(3) of the U.S. Internal Revenue. Funding for IDEA operations and programs are provided through fundraising, philanthropic grants, state, and federal funding.

IDEA Public Schools is soliciting a Request for Proposals (RFP) for Dyslee

PART II PROPOSAL CONTENT AND PROCESS

2.1 PURPOSE

The intention of this Request for Proposals (RFP) is to solicit responses for Dyslexia Professional Development to District is utilizing the Request for Proposals (RFP) method for the procurement of this service in accordance with Texas Education Code Section 44.031.

2.2 NOTICE TO ALL VENDORS

IDEA requires the following:

a. Vendor shall keep IDEA advised of any changes in order(s) status.
b. Pricing shall remain open to acceptance and shall be irrevocable for a period of One Hundred and Twenty (120) Days after the Request for Proposal closing date.
c. Questions regarding this proposal must be in writing and emailed to Procurement Staff at korina.amador@ideapublicschools.org by Wednesday, August 3, 2022, at 3:00 PM CST
d. IDEA encourages HUB vendor participation, if vendor is a state certified HUB vendor (Historically Underutilized Business) and/ or certified MWBD vendor (Minority and Women-owned Business), certification must be included in submittal.
e. All pricing and any award under this RFP shall be available for all IDEA departments and divisions and any other entity purchasing through IDEA.

2.3a SCOPE OF SERVICES

It is the intention of the District to establish a contract with highly qualified vendor for Dyslexia Professional Development.

Academic Content/Enrichment

A. Professional development content should support Vision and Mission of District.
B. Professional development should be designed to address the needs of the students.
C. Professional development content should support in the continual development of content and pedagogy knowledge necessary for teaching diverse learners.

IDEA purchases are set out in the “Contract Documents” which consist of the *Request for Proposal* (“RFP”), *Instructions to Vendors, Standard Terms and Conditions, and Bid Sheet.* Vendors who fail to examine the Contract Documents do so at their own risk.

Oral explanations or instructions given before the award will not be binding. Any information given to one prospective vendor will be furnished to all prospective vendors as an *Addendum*, if such information is necessary to vendors in submitting their proposals or if the lack of such information would be prejudicial to an uninformed vendor.
The selected respondent(s) will follow practices, processes, and protocols established by local, state, and federal agencies with respect to their field of service and goods

DYSLEXIA PROFESSIONAL DEVELOPMENT FOR IDEA SCHOOLS

District is looking to obtain responses from vendors that can provide required and opt-in Dyslexia

Year 2 Training & Expected Outcomes:

District is looking for vendors to provide professional development training for the following topics during the 2023-2024 school year for approximately 656 administrators, teachers, and support staff:

- Foundations of Dyslexia. Participants will learn models of literacy acquisition, domains of language and how they impact literacy and learning, characteristics of dyslexia, effective activities, and strategies for learning to read and spell well, and appropriate accommodations.
- Reading Readiness. Participants will learn the critical skills necessary to become fluent readers and accurate spellers, hands-on, multisensory activities to teach and reinforce these skills, strategies for building instant recognition of words with reliable and unexpected pronunciations, and the importance of explicit and systematic handwriting instruction to spelling and writing.
- Oral Language and Listening Comprehension. Participants will learn the importance of oral language and listening comprehension to skilled reading comprehension, activities that develop oral language and comprehension001 Tw 3.659 0 Td (r)-4.3ngt (p)6-0.001 3.659 1.953.5 (i)1.5 (ng)]-0.h01 T01 Tw 3.659 0 T .7 (p

up one (1) addition (Year 2 of the Dyslexia Professional Development). In addition, IDEA reserves the right to extend the contract for an additional sixty (60) days beyond the final expiration date, if necessary, to ensure no lapse in service.

a. IDEA reserves the right to cancel any resulting contract due to unacceptable prices variances from the price agreed upon through this RFP. The contracted vendor shall provide advance notice/notification when an increase in price occurs for an item. This will allow IDEA an opportunity to search and approve a substitute item of equal or greater quality.

b. All pricing and any award under this RFP shall be available for all IDEA departments and divisions and any other entity purchasing through IDEA

A Pre-Submittal conference call will be held on Tuesday August 2, 2022 at 10:00 a.m. – 11:00 a.m. C.S.T, during which time any questions regarding the RFP will be answered. The conference call will be held via web on https://bluejeans.com/593640542/4649

Procurement of services under this RFP shall be in accordance with IDEA's Purchasing Policy[1] and the general terms and conditions set forth in this section, which shall form a part of the contract documents and purchase order for good and/or services included in this RFP:

1) IDEA is utilizing the RFP method of procurement in accordance with 2 CFR § Part 200.320 (b)(2)

2) This RFP will be awarded to the responsible offeror whose proposal is most advantageous to IDEA, with price and other factors considered.

3) All proposals must include a detailed statement of exceptions taken to any part of the request. Any deviations from this procurement solicitation must be noted on the deviations and exceptions form. See attachment "K". Deviations or exceptions stipulated in a vendor's response may result in disqualification. Any language to the effect that the Vendor does not consider this RFP to be part of a contractual obligation may result in the Vendor's proposals being disqualified. In the absence of any deviation(s) identified and described in accordance with above, Vendor must fully comply with the Terms and Conditions, Proposal Specifications, and all other requirements associated with this bid solicitation.

4) IDEA assumes no financial responsibility for any costs incurred by prospective vendors in developing and submitting a bid or any amendments or addenda, participating in pre-bid conferences, interviews, participating in any negotiation sessions or discussions, or any other costs incurred by proposers prior to award of a Contract/Agreement pursuant to this RFP.

5) All prices in

shown on the purchase order.

e) Quantity, unit and price of each item must be shown. All prices should be extended on the invoice.
f) Total all extensions on the invoice.
g) Discount, if applicable, must be stated, extended and deducted to arrive at a Net Total for invoice.
h) Transportation charges, if any, shall be listed separately.
i) A copy of the bill of lading, and the freight weight bill when applicable, should be attached to the invoice.
j) Date of purchase order must be shown.
k) Payment shall not be due until the above instruments are submitted after delivery.
l) Vendors should keep the IDEA advised of any changes to remittance addresses.
m) Buyer's obligation is payable only and solely from funds available for the purpose of the

k) Do not

i) $500,000 Each Accident
ii) $500,000 Policy Limit
iii) $500,000 Each Employee

b) General Liability, Bodily Injury & Property Damage:

a. Alternative substitute(s) that are domestic and meet the required specifications:
    i) Price of the domestic food alternative substitute(s); and
    ii) Availability of the domestic alternative substitute(s) in relation to the quantity ordered.
b. Reason for exception: limited/lack of availability or price (include price):
    iii) Price of the domestic food product; and
    iv) Price of the non-domestic product that meets the required specification of the domestic product.

See 7 CFR § 210.21(d), and USDA-FNS memo SP 38-2017 Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program. The Buy American provision applies to all purchases made with School Nutrition Program (SNchoh.323 0 Td ( )Tj EMC /LB9w 0.335 0 Td[(Sc)5(h)]

15) The contents of a successful proposal shall become a contractual obligation if selected for funding. Failure of the Respondent to accept these obligations can result in cancellation of an award or purchase agreement. IDEA reserves the right to withdraw or reduce the amount of an award or to cancel any contract resulting from this procurement if there is misrepresentation or errors in the specifications, pricing, terms, or Respondent's ability to meet the terms and conditions of this RFP or if adequate funding is not received.

16) A response does not commit IDEA to award a purchase agreement or a contract. IDEA does not commit to a reimbursement of any costs incurred in the preparation of a response nor commit to pay for any costs incurred prior to the execution of a formal purchase agreement or contract unless such costs are specifically authorized in writing by IDEA.

17) IDEA reserves the right to contact any individual, agency, or employers listed in the RFP, to contact others who may have experience and/or knowledge of the respondent's goods/supplies, relevant performance, qualifications, etc., and to request additional information from any and all respondents.

18) Respondents shall not, under penalty of law, offer any gratuities, favors, or anything of monetary value to any officer or employee of IDEA, or to any consultant, employee, or member of IDEA for the purpose of or having the effect of influencing favorable disposition toward their own proposal or any other bid submitted hereunder.

19) No employee, officer or member of IDEA shall participate in the selection, development of a response to this RFP, award or administration of a contract issued pursuant to this RFP if a conflict of interest exists, real or apparent.

9. UNDUE INFLUENCE: In order to ensure the integrity of the selection process, vendor's officers, employees, agents or other representatives shall not lobby or attempt to influence a vote or recommendation related to the vendor's response, directly or indirectly, through any contact with members of IDEA's Board of Directors or other officials from the date this solicitation is released until the award of a contract by IDEA's Board of Directors.

20) PAYMENT TERMS: Unless a prompt payment discount with a payment term of at least ten (10) days is offered and accepted by IDEA, payment terms shall be Net thirty (30) days from date of acceptance or receipt of a properly prepared and submitted invoice, whichever is later.

21) INDEPENDENT CONTRACTOR RELATIONSHIP: Nothing herein shall be construed as creating the relationship of employer or employee between IDEA and the Contractor or between IDEA and the Contractor's employees. IDEA shall not be subject to any obligation or liabilities of the Contractor or the Contractor's employees incurred in the performance of the contract unless otherwise herein authorized. Neither the Contractor nor its employees shall be entitled to any of the benefits established for IDEA employees, nor be covered by IDEA's Workers' Compensation Program.

22) LIMITATIONS AND NO WAIVER OF GOVERNMENTAL IMMUNITY: THE PARTIES ARE AWARE THAT THERE ARE CONSTITUTIONAL AND STATUTORY LIMITATIONS ON THE AUTHORITY OF IDEA (A PUBLIC SCHOOL) TO ENTER INTO CERTAIN TYPES OF

purposes unless made in conformity with this paragraph.

26)

that the individual submitting this document and the documents made part of this Response is authorized to sign such documents on behalf of the Contractor and to bind the Contractor under any contract that may result from the submission on this Response.

36) DEBARMENT AND SUSPENSION: Neither the Contractor nor any of its officers, directors, owners, members, employees or agents is listed on the General Services Administration's List of

RFP/RFQ Timeline

PART III BID FORMAT

3.1 TITLE PAGE

Respondents must complete the Title Page on the following page and include it as the cover sheet for proposals submitted in response to this RFP.

See coversheet below:

A Bid Submitted in Response to

IDEA Public Schools

Request for Proposal #2-RFP-SPED-2022

Dyslexia Professional Development

Submitted by:

(Full Legal Name of Respondent)

On:

(Date of Proposal Submission)

1. Page/Items to return/include.

- ¾ Title Page
- ¾ Section One- Preface/ Table of Contents
- ¾ Section Two- Summary of Past Experiences/ Executive Summary
- ¾ Section Three- Response to Solicitation/Compliance with Specifications
- ¾ Required Forms

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Questions must be submitted via email to Korina Amador, Procurement Administrator, at korina.amador@ideapublicschools.org. The email subject line should read: Questions - #2-RFP-SPED-2022 – Dyslexia Professional Development Questions submitted by respondents and answers prepared by IDEA, along with Addenda to this RFP, if applicable, will be posted on the Tyler Munis Self Service website.

Oral answers provided by IDEA, or its agents shall not be binding. No modification or amendment to this RFP shall be valid unless it is set forth in writing, via a signed addendum or amendment from IDEA.

The attachments listed below are required and should Qs s (t)3.5 (5 (I)9.6 (ed)0.5 (40.5 (u)6.1.r)-1.3 (0 T/TT187.Tf Td [(f)010

ATTACHMENT “A”

CERTIFICATION OF RESPONDENT

I, the undersigned, submit this quote/bid and have read the specifications, terms and conditions, which are a part of this solicitation. My signature also certifies that I am authorized to submit this quote/bid. Sign as a representative for the firm, and carry out services solicited in this solicitation:

Signature of Authorized Agent : _____

Printed Name and Title of Agent: _____

Name of Firm: _____

Address: _____

Telephone Number: _____

FAX Number: _____

Contact Person: _____

Email Address (if applicable): _____

Web Site Address (if applicable): _____

ATTACHMENT " B"

CERTIFICATION REGARDING CLEAN AIR AND THE FEDERAL WATER POLLUTION CONTROL ACT

This certification is required by the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

The undersigned contractor certifies that it will comply with the clean air and federal water pollution control act:

- x The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. 7401 et seq.
- x The contractor agrees to report each violation to the United States Department of Agriculture and understands and agrees that the United States Department of Agriculture will, in turn, report each violation as required to assure notification to the Environmental Protection Agency (EPA).
- x The contractor agrees to include these requirements in each subcontract exceeding $1,500,000 financed in whole or in part by the United States Department of Agriculture.
- x The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- x The contractor agrees to report each violation to the United States Department of Agriculture and understands and agrees that the United States Department of Agriculture will, in turn, report each violation as required to assure notification to the Environmental Protection Agency Environmental Protection Agency.
- x The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with funds from the United States Department of Agriculture.

Bidder's Initials: _____

these clauses in any lower tier subcontracts. The prime contractor shall be responsible for

ATTACHMENT " G"

EQUAL OPPORTUNITY AND NONDISCRIMIANTION

The IDEA Public Schools promotes employment opportunity through a progressive program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. Additionally, discrimination is prohibited against any beneficiary of programs funded under Title I of the Workforce Investment Act of 1998, on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or his/her participation in any WIA Title I financially assisted program or activity. IDEA Public Schools conforms to all applicable federal and state laws, rules, guidelines, regulations, and provides equal employment opportunity in all employment and employee relations.

EEO Laws, Rules, Guidelines, Regulations

IDEA Public Schools provides equal opportunities consistent with applicable federal and state laws, rules, guidelines, regulations, and executive orders. Such regulations include:

- x Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination under any program or activity receiving federal financial assistance.
- x Title VII of the Civil Rights Act of 1964, as amended, and its implementing regulations at 29 CFR Part 37 which prohibit discrimination based on race, color, religion, sex, or national origin in any term, condition or privilege of employment.
- x

Bidder's Initials: _____

ATTACHMENT “H”

Bidder’s Initials: _____

ATTACHMENT " I"

CERTIFICATION REGARDING LOBBYING

PROCUREMENT

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the by(ho f)9.5 (ai)( )2.6 g (nt)3.e1.4 (m)11 4 (i)1.5 (c)-2 (at)9.5 (i)1.5 (on)0.6 (.d (on .)3.6 ((i(ed per)4.74 0(.)3(r)-1.4 e)-2 (ed

Bidder's Initials: _____

ATTACHMENT " J"

CERTIFICATION REGARDING DEBARMENT OR SUSPENSION

Pursuant to Executive Orders 12549 and 12689 and the implementing federal regulations in Parts 180 and 200 of Title 2 of the Code of Federal Regulations relating to debarment and suspension, IDEA Public Schools is prohibited from contracting with parties that are suspended or debarred or whose owner(s), member(s)

Bidder's Initials: _____

Additional Page to Attachment K Continued

Bidder's Initials: _____

excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

J. Byrd Anti-Lobbying. Contractors that apply or bid for an award of $100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier.

K. Procurement of Recovered Materials. School and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired by the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

I, the undersigned agent for the company named below, represent that the company agrees to the contract provisions set forth on this form.

Company Name: _____

ATTACHMENT " M" – Reference Sheet

Please list a minimum of three references of agencies (governments, charter schools or ISDs) that have used your services. We would prefer some of the references to be new customers in the last year, and Texas agencies are preferred:

1. _____
Company Name

Bidder's Initials: _____

Bidder’s Initials: _____

ATTACHMENT " P" – Proof Of Insurance Or Bonding

Please provide proof of insurance or bonding.

Bidder's Initials: _____

ATTACHMENT " Q" – Vendor Packet

IDEA VENDOR PACKET WILL BE INCLUDED AFTER PDF HAS BEEN CREATED

Bidder's Initials: _____