

STATE OF IOWA
IOWA DEPARTMENT OF EDUCATION
INFORMAL COMPETITIVE BID POSTING

Procurement Title: Iowa e-Learning Central Content Experts for K-5 Unit Development

Procurement Reference #: ED-EG361-01

Description of Bid Opportunity (Scope of Work):

The Iowa Department of Education is seeking licensed Iowa educators to provide content support during elementary unit development for inclusion in the Iowa e-Learning Central (ILC). The ILC is being developed as a new resource to provide access to courses and tools to support educators as they navigate virtual learning environments and incorporate online instruction.

Proposals will be evaluated and a recommendation will be made using the following criteria, which are listed in no particular order:

Applicants must be, or have been, an appropriately-licensed educator; retired educators or educators whose license has expired may apply.

Applicant must have expertise in the content area for which they are applying as a expert

Applicant should provide evidence of content expertise and experience developing curricular materials, online teaching/learning, and meeting the needs of all learners.

Number of years of teaching experience

Professional reference

Other relevant experiences and expertise

Proposals submitted should include the Vendor's Cost Proposal and sufficient information regarding the Vendor's ability to perform the services as identified in the Scope of Work. The Vendor should also include references with its Proposal.

From the issue date of this Informal Bid until announcement of the successful bidder, Vendors may contact **ONLY** the Issuing Officer. The Issuing Officer will only respond to questions regarding the procurement process. Vendors shall be disqualified if they contact any State employee other than the Issuing Officer.

All information submitted by a Vendor may be treated as public record, unless the Vendor properly requests that the information be treated as confidential in accordance with the public records laws of the State of Iowa (Iowa Code Chapter 22) at the time the Proposal is submitted.

The costs of preparation and delivery of the Proposal are solely the responsibility of the Vendor.

Proposals must be received by the close of business day on: January 20, 2022

1. Projected timeframe of awarded contracted: From March 15, 2022 to December 31, 2022

Any questions for clarification should be in writing to the Issuing Officer listed below and responses will be provided to all who have contacted the Issuing Officer with regards to this bid opportunity.

First and Last Name of the Issuing Officer for this Procurement:

First Name: Sara Last Name: Gillen

Phone Number of the Issuing Officer for this Procurement: (515) 281-3002

Email Address of the Issuing Officer for this Procurement: sara.gillen@iowa.gov

The Iowa Department of Education reserves the right to:

- **Reject any and/or all Proposals, in whole or in part;**
- **Advertise for new Proposals;**
- **Abandon the need for such services; and/or**
- **Cancel this Informal Competitive Bid at any time prior to the execution of the written contract.**