



October 2, 2025

To: All Potential Respondents
From: Katelyn Howells, Purchasing Agent
Subject: 005-RFP-2075-2026 STEM Scale-Up Program
Proposal Due Date: October 22, 2025 at 5:00PM CDT

Addendum One

Please amend the subject RFP to reflect the following updates to the RFP Document and IMPACS Submission Portal. Category headings have been added for reference purposes only.

RFP Cover Sheet

The “Availability of Contract” information on the RFP Cover Sheet is a limit on who may purchase from the resulting contract, not a limitation of who is eligible for a contract award. Area Education Agencies and other State entities and political subdivisions may submit a proposal for this project.

Technical Proposal

Word Limit: Respondents are limited to **1500 words per Exhibit** in the Technical Proposal.

Use of Links: Links to additional information may not be read. If the Respondent feels the information is important, be sure to include it in the narrative response.

Cost Proposal

Respondents are limited to **14 options** in the Cost Proposal.

Award Information

Respondents may submit more than one proposal, but a respondent is only eligible for award under a single category.

IMPACS Updates

A detailed Program Provider Rubric has been added to the Buyer Attachments section in IMPACS.

The Submission Questions have been updated to include a section to submit your sealed Cost Proposal Sample Scenario.

Please amend the subject RFP to include answers to the following timely received questions. Category headings have been added for reference purposes only.

Award

Q1. Does the state intend to award contracts to multiple vendors per category, or limit awards to one vendor only?

A1. One award will be made in each of the three categories for a total of three awards.

Q2. Must each of the three selected providers serve the entire PK–12 span, or may proposals target a subset of grade levels?

- A2. Providers, and subsequently proposals, do not need to serve the entirety of PK-12 grade bands. Programs may be submitted that target specific subsets of grade levels.
- Q3. If subsets are permitted, how will the State ensure full PK–12 coverage across providers, and is overlap expected?
- A3. Subsets are permitted. There are no requirements or assurances that all grade bands will be covered across any category or within the Scale-Up Program as a whole.
- Q4. Given that only 3 providers will be selected, will preference be given to programs that serve a wider grade level span?
- A4. Scoring for all prospective providers will be as outlined in the attached Program Provider Rubric.
- Q5. Will you consider programs that have been on previous year's Scale-Up menus or does the Council prefer programs that are new to the STEM Scale-Up?
- A5. Previous providers are eligible for this opportunity.
- Q6. How many total applicants will be awarded?
- A6. There will be a total of three awards.

Category

- Q7. Can a vendor apply for a single category (i.e. only apply for "The Sciences")?
- A7. Yes.
- Q8. What is the rationale of separating the proposals into 1) science, 2) technology, and 3) engineering with mathematics as opposed to integrative STEM?
- A8. While STEM programs do tend to be cross-curricular and integrative, indication of “best fit” for a program will assist educational settings in planning and integration. If multiple areas can be identified, respondents may rank correlation.

Multi-Program

- Q9. Can vendors include more than one solution in their proposal?
- A9. No. While multiple submissions are allowable, each proposal should be for a specific program (solution). For this purpose, a separate program is defined as needing separate training.
- Q10. Our company offers two programs that use different materials but follow the same instructional model. Would you like us to submit them as two separate proposals, or should they be combined into one proposal with both grade bands represented?
- A10. While materials and instructional models may be similar, if separate trainings are required based on grade bands represented, separate proposals are required.
- Q11. May an organization submit multiple applications for different programs that address specific grade-band needs?
- A11. Yes. Respondents may submit more than one proposal.
- Q12. May a selected respondent offer a menu of professional development options within their program?
- A12. Yes. However, asynchronous training will not be an allowable option during first year training(s).

Q13. Please provide additional guidance on the state's definition of a singular program ("Applicants may submit a singular program for consideration", Event Summary, Page 3). For example, if Project Lead the Way (PLTW) were an applicant, would the State of Iowa consider PLTW as applying as a singular program if they were to submit to serve all 6-12 grade educators with their choice of PLTW courses. Or would PLTW have to apply with one of their strands, say PLTW Biomedical Science? Or is only a single course, such as PLTW Biomedical Science Principles of Biomedical Science, considered a singular program?

A13. While materials and instructional models may be similar, if separate trainings are required based on grade bands represented, separate proposals are required.

Q14. Can one applicant submit multiple proposals? (We are a university with multiple interested programs).

A14. Yes. Respondents may submit more than one proposal, but a respondent is only eligible for award under a single category.

Q15. Our company provides a variety of engineering projects, and we want educators to be able to choose the option that best fits their classroom needs. Would it be preferable to submit each project as a separate proposal, or list them under separate "Materials/Kit Cost" items within a single proposal budget?

A15. If the training for each is the same, material/kit options may be listed within a single budget proposal. You may not list more than 14 options.

Q16. We are planning to submit our K-5 Science Curriculum for the current cycle. We also have a Middle School science curriculum that will be completed in the 2027 school year. Will there be opportunities to submit new programs during the 2026-29 period, or is the program cycle closed once the bid window closes in October?

A16. No. Once this RFP cycle is complete, there are no guarantees of subsequent opportunities.

STEM Scale-Up Program

Q17. The Scale Up program is now under the Iowa Department of Education. What can organizations that have been long term partners of the Scale Up program expect regarding its future?

A17. Future opportunities for the STEM Scale-Up Program will be communicated via the Department of Education's website.

Q18. Is the Scale Up program only going to accept applications every three years?

A18. Yes.

Submission

Q19. Can the DOE clarify the information they would like to be presented in Exhibit 9 – Iowa Academic Standards?

A19. Please see the Program Provider Rubric.

Q20. Can the DOE please give more information about what they would like to be presented in Exhibit 12 – Connections to World of Work?

A20. Please see the Program Provider Rubric.

Q21. If a separate Cost Proposal is included as part of the Technical Proposal Document, should it be more of a narrative, or should it still use the sample budget provided?

A21. The cost proposal is required to follow the budget template provided.

Q22. Are respondents permitted to add additional narrative information via additional tabs on the Excel Budget Template?

A22. No.

Q23. Can graphic organizers be placed in the narrative or should an appendix be placed at the end of the narrative?

A23. Yes, graphic organizers may be placed in the narrative.

Q24. Explain year 1,2,3 modeling. Do we have to reference it in the application? Are applicants encouraged to outline a 3 year plan for the program detailed in our application?

A24. Yes. Within the technical proposal exhibits as well as cost proposal budget, where required or appropriate, respondents should reference and outline details across three service years.

Q25. Related to the Scope of Work, do respondents need to respond in some way to this section or is this information about how the awardees will carry out their work?

A25. The Scope of Work section is informational in nature and a response is not required.

Standards

Q26. What percentage of alignment with state standards must a solution meet to qualify?

A26. Please see the Program Provider Rubric.

Q27. Are programs that meet Iowa's Science Standards, yet focus on Engineering required to apply to the Mathematics and Engineering category? Or how is that expected to work since the engineering standards are a part of science rather than mathematics? Is this specifically a call for integrated math & engineering projects?

A27. Respondents will self-rank the best category fit for the program proposed. One award will be made in each of the three categories for a total of three awards. Please see the Program Provider Rubric.

Scope

Q28. Can you provide an estimate number of buildings, teachers and students impacted?

A28. In January 2026, educators will have the opportunity to apply for the three programs offered on the STEM Council's Scale-Up Program menu. After the educator application awards are made, the number of educators in each grade level will be identified.

Single program provider funding through the STEM Council can reach seven figures, depending upon how many educators select the program from the menu and how many educators who select the program are awarded the program by the regional STEM advisory boards. Numerous factors influence total funds to providers, including marketing effectiveness, alignment with educators' goals and standards and/or number of educator applications across programs at the regional level. There is no assurance by the STEM Council that any program will be scaled. It is market driven.

Q29. Can the district please provide a breakdown of the student enrollment by grade level?

A29. In January 2026, educators will have the opportunity to apply for the three programs offered on the STEM Council's Scale-Up Program menu. After the educator application awards are made, the number of educators in each grade level will be identified.

Q30. Related to "Connection to the World of Work," how has the state documented the workforce development needs in Iowa and do we have access to that documentation?

- A30. Public workforce development information can be found online including the Iowa Workforce Development website.

Training

- Q31. Is there a preference for In-Person training over Virtual Training? Does virtual training receive lower ratings?

A31. In-person training and live, synchronous virtual training carry equal weight.

- Q32. Is teacher training a required component of accepted programs? If so, does the program provider have to pay teachers attending training a per diem?

A32. Educator training is a required component of the Scale-Up Program. Applicants are not required to provide per diem or stipend payments for educators to participate in training.

- Q33. How many teachers in each grade will require training on the chosen program?

A33. In January 2026, educators will have the opportunity to apply for the three programs offered on the STEM Council's Scale-Up Program menu. After the educator application awards are made, the number of educators in each grade level will be identified.

- Q34. How is PD typically rolled out in Iowa? We have many options, but would like to better understand what educators typically prefer.

A34. Professional development is most effective when it is flexible and convenient for educators. Many providers offer summer or early-fall sessions, either in-person or virtually, so educators can prepare before the school year starts. The STEM Council appreciates a blended approach: hands-on, interactive sessions to build skills, paired with on-demand resources they can revisit as needed.

Professional development/training should include opportunities for participants to engage with materials/kits and apply professional learning during the session. It should include opportunities to discuss implementation in the educator's specific context with peers and experts.

- Q35. Related to "Professional Development & Training": "Respondents will reserve training spaces for both in-person and/or virtual settings". Will the awardee be required to pay for the training spaces?

A35. Training locations are arranged by the applicant, and associated costs may be included in the Cost Proposal.

Cost

- Q36. What is the typical price range previously paid for in-person professional development sessions for Scale-Up programs?

A36. Costs for professional development sessions can vary depending on the length, content, and number of participants. Generally, short workshops are less costly, while multi-day, intensive trainings with additional resources or follow-up support may be higher.

- Q37. The Scale-Up Provider Budget Template allows us to set different prices for each of the three program years. I understand that up to 8% of the unit cost may be allocated for indirect or administrative expenses. Could you please confirm whether pricing can be adjusted after submission — beyond the 8% — in future years due to inflation, material cost changes, or other factors? Or is the pricing submitted considered fixed for the full three-year term?

A37. Costs associated with materials, training, administration, etc. are fixed costs and may be reviewed and potentially amended in light of inflation and/or outside impacts to material cost adjustments each subsequent year.

- Q38. Should the Cost Proposal Sample Scenario be submitted as a separate document, since it is scored in Round 3, or is it part of the Cost Proposal?
- A38. There are now three fields for document uploads - 1 for the Technical Proposal, 1 for the Cost Proposal, and 1 for the Cost Proposal Sample Scenario.
- Q39. How should the Excel budget template be incorporated into the Cost Proposal?
- A39. The Excel budget template is the entirety of the Cost Proposal. There is a space in the Excel template for a narrative description.
- Q40. For pricing purposes, could you please provide a breakdown of classrooms by grade?
- A40. In January 2026, educators will have the opportunity to apply for the three programs offered on the STEM Council's Scale-Up Program menu. After the educator application awards are made, the number of educators in each grade level will be identified.
- Q41. For the Sample Scenario Cost Proposal, is it fair to assume all 5 buildings are in the same region (attending the same training), and that all 5 buildings are engaged in a three year implementation (each beginning in year 1, and returning for both years 2 & 3)?
- A41. Yes.
- Q42. With the budget area, if a kit is being purchased and provided to the teacher to carry out the STEM program does each item need to be itemized in the budget or can items be listed with the total cost of the products?
- A42. Provide the total cost of the kit and in the "Description" provide a list of the items in the kit.
- Q43. What sort of costs are allowable under "system license"?
- A43. Typical costs include fees for using the license and for ongoing support or upgrades. Allowable costs may include software licensing fees that are necessary for program implementation. This may encompass subscription or annual license costs and user seat licenses.

Evaluation

- Q44. Is the evaluation rubric available for respondent review, and how does it address broad versus specialized grade-band coverage?
- A44. Please see the Program Provider Rubric.
- Q45. The evaluation criteria state that the Cost Proposal can score up to 100 points, while the Cost Proposal Sample Scenario can score up to 250 points. To confirm, is the sample scenario worth 2.5 times as many points as the cost proposal as a whole, or are those points not considered together since they are in different rounds?
- A45. The Cost Proposal is scored as part of Round 1 for legibility and scalability. The sample scenario in the Excel budget template will be used to compare costs as part of Round 2.
- Q46. If the Cost Proposal is being sealed until the Technical Proposal is reviewed, how are the 100 points being reviewed/calculated?
- A46. An applicant must achieve the minimum required score on the Technical portion before the Cost Proposal will be reviewed.

Q47. Related to “Scalability,” how is “scalability” to be defined in this RFP? Ability to scale to meet the number of potential participants during the grant period? Ability to scale to expand beyond the grant participants? Ability to scale to sustain the work after the grant ends?

A47. Please see the Program Provider Rubric.

Contract

Q48. What are the expectations for coordination among selected providers to ensure a cohesive STEM Scale-Up initiative?

A48. Coordination of the Scale-Up Program will be led by the Iowa STEM Council team and primarily between each provider and the Iowa STEM Council team.

Q49. Will the new program allow the same level of flexibility as was provided under past Scale-Up programs as long as both sides agree? If not, can you speak to how professional learning implementation will be impacted by the program changes?

A49. As in previous years, any changes to professional learning implementation must be initiated through a request to the Iowa STEM Network Team. Decisions will be made after conversation with the provider, STEM Network Team, and the Iowa Department of Administrative Services with final authority resting with the Iowa STEM Network Team. The Department of Administrative Services will document any changes to the scope of the contract.

Q50. At the end of the contract’s initial term, what are providers evaluated on in order to renew for an additional year?

A50. At the end of the contract’s initial term, providers are evaluated on their ability to meet the program’s performance benchmarks, including fidelity of implementation, educator and student engagement, timely reporting, and overall program outcomes. Renewal for an additional year is contingent upon satisfactory performance in these areas.

Contract Term

Q51. Will the provider application open up again next year for 2027-2030, or will the next time it opens be 3 years from now?

A51. Although not guaranteed, the next RFP is planned to open three years from now.

Q52. Can you please confirm the following: New awardees will be selected each year during the 3 year term; In Year 2/3, providers will be expected to provide follow-up training for previous year’s awardees as well as initial training for new awardees?

A52. Correct.

Contract Availability

Q53. Can the state clarify, will this solicitation result in a broader state listing that schools can choose from or only three approved resources (one per category)?

A53. One award will be made in each of the three categories for a total of three awards.

Q54. How will 3 programs encompass all of grades PK-12 STEM across the state?

A54. The three programs may not cover all PK–12 grade levels. The purpose of the three award, three-year endeavor is to allow educators to take a deeper dive into a program selected for the Scale-Up Menu.

Q55. If a program is accepted into the Scale-Up Program, is there any way to gauge the typical demand from educators? Are there historical participation metrics or projected enrollment numbers that could help us understand program reach and scaling requirements?

A55. Single program provider funding through the STEM Council can reach seven figures, depending upon how many educators select the program from the menu and how many educators who select the program are awarded the program by the regional STEM advisory boards. Numerous factors influence total funds to providers, including marketing effectiveness, alignment with educators' goals and standards and/or number of educator applications across programs at the regional level. There is no assurance by the STEM Council that any program will be scaled. It is market driven.

Q56. Will accepted programs have opportunities to market and introduce their curricula at any state-sponsored events such as conferences, webinars, professional development meetings, or other educational gatherings?

A56. Yes.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your proposal (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature

Date

Typed or Printed Name