# INFORMAL COMPETITIVE RFP POSTING

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| Procurement Title: Iowa's Preschool MTSS Professional Learning Package |

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| Procurement Reference #: ED-032125KV-001       |

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| Description of Bid Opportunity (Scope of Work):Services provided include the development and revision of a professional learning package, including but not limited to digital presentations with speaker notes, handouts, video clips and any other necessary materials. Services also include up to 9 planning and collaboration meeting days and up to 12 days of training between July 1, 2025 and June 30, 2026. The option for annual renewal through June 30, 2027 will be considered. The meeting and training days will include a combination of in person and virtual formats. |

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| Proposals will be evaluated and a recommendation will be made using the following criteria, which are listed in no particular order: 1. Overall plan of content and sequence of professional development delivered to preschool education professionals;2. Identified topics should include, at minimum, an overview of the Iowa Preschool MTSS model, collection of data, review of data, summarizing and analyzing data, planning tiered instruction using evidence based practices and differentiated outcomes, and ongoing progress monitoring; 3. Description of various facilitation methods and adult learner principles used to support individual/group learning; 4. Description of planning activities with Iowa DE representatives prior to the group training sessions; 5. Professional materials proposed for use with and by participants (digital presentations, handouts, etc.) and to become property of Iowa DE; 6. Proposed evaluation activities and revision processes with data to be shared with Iowa DE; 7. System development and coaching sessions aimed at creating sustainable implementation practices; 8. Proposals may also include planning for continuation of implementation and scale up through future proposed activities, follow-up sessions, and potential timelines. |

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.

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.

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| Proposals must be received by 4:30 p.m. on April 15, 2025. |

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| Projected timeframe of awarded contract: July 1, 2025 to June 30, 2026 |

From the issue date of this Informal RFP 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.

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.

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| First and Last Name of the Issuing Officer for this Procurement: Jill BorgesonEmail Address of the Issuing Officer for this Procurement: OIAS@iowa.gov |

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| Phone Number of the Issuing Officer for this Procurement: (515) 205-4764 |

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**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.**