

**STATE OF WASHINGTON  
OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION**

**REQUEST FOR PROPOSALS  
RFP No. 2018-17  
Addendum 01 – Q&A**

*Note to potential respondents:*

*This addendum is intended to revise, clarify and become part of RFP No. 2018-17, issued December 27, 2018.*

*All amendments, addendums, and notifications will be posted on the [OSPI website](#) (if this was an open procurement) and released via the Washington Electronic Business Solution ([WEBS](#)) website.*

1. **QUESTION:** What is the anticipated length of each course? And how many courses? Is the preference for more courses that are shorter in length, or for longer, more comprehensive courses?

**ANSWER:** The modules should be comprehensive and substantive in that they will need to build capacity of teachers and of principals to work effectively with paraeducators to best serve student learning needs. The principal courses will most likely be longer in that they are responsible to place and evaluate paraeducators, and they are also responsible for Professional Development of paraeducators in their buildings. Although time frame was not articulated in the Paraeducator Work Group, it is possible that modules may be an hour or so depending on content covered. Applicants will need to develop the best modules based on adult learning principles and learning standards.
2. **QUESTION:** How will educators access the courses? Is this through a state site or through separate district sites?

**ANSWER:** OSPI will post the completed learning courses on CANVAS. Educators will access them through the OSPI website. There is a possibility that the courses would also be accessed from Learning Space which is also an OSPI site. They will be listed in PD Enroller which will connect them to the CANVAS content.
3. **QUESTION:** How will the course roll out occur? What is implementation plan for educators using the courses?

**ANSWER:** In September of 2018, a number of districts will be involved in a pilot program (HB 1115 section 11). The pilot districts will access and utilize the teacher and principal professional learning modules September, 2018 through September, 2019. The modules must be ready for those pilot districts beginning in September of 2018, and for the rest of the state's school districts by September, 2019. Implementation plans are locally determined in each district in how the educators will work through the modules.
4. **QUESTION:** Does OSPI currently have advisory groups that represent the key stakeholders and could provide feedback, or would individual stakeholders need to be identified and recruited by the contractor?

**ANSWER:** OSPI does not have advisory groups of key stakeholders specifically for this purpose. The stakeholders would need to be identified and recruited by the contractor. OSPI would be willing to give input and suggestions for stakeholders to selected contractor.

5. **QUESTION:** Will OSPI offer stipends and/or travel reimbursements for the stakeholders?  
**ANSWER:** Stipends and or travel reimbursements for stakeholders would be selected contractor's responsibility. The amount for the contract is inclusive of any travel needs.
6. **QUESTION:** How many paraeducators would this be serving?  
**ANSWER:** OSPI doesn't have an exact number. The professional learning modules are for teachers and for principals who work with paraeducators.
7. **QUESTION:** Is the budget of up to \$250,000 for the 4 month estimated contract period or does that include the possible addition through fiscal year 2019?  
**ANSWER:** The proposal should only include a budget for the term of the initial contract. Any amendments or renewals will be negotiated separately.