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Valerie Brea, Executive Director

April 11, 2024

Response to Written Questions

Southwest Regional Education Cooperative Request for Proposal #24-006 New Mexico Literacy Institute Summer Reading Intervention

Southwest Regional Education Cooperative hereby gives notice that the following written questions were submitted. The responses below will become part of the procurement file and will be sent to prospective bidders who registered through the distribution list.

1. Is the State paying the tutors that are applying to provide the direct services?

The State, through NMPED, will oversee and fund the hiring and compensation of all Summer Literacy Program Instructors. Instructors will be paid \$35.00 per hour.

2. Will a program serving grades 1-2 be considered?

All program applications will be considered. The Summer Learning Program is designed to be customizable based on community needs.

3. Will we have selected venues for operations?

Yes, there will be set venues for operations. The goal is to provide structured literacy curricula and interventions to 10,000 students across all areas of New Mexico. Venues may include local LEAs, High Education Institutions, community partners such as out-of-school learning environments, and/or county/municipality summer school programs.

4. How many program sites do you anticipate?

The number of sites will be based on student populations around the state. Our goal is to serve 10,000 students, K-8th grade. In total, there are over 850 schools across New Mexico.

5. Will these questions and answers, plus slides be provided electronically after this meeting?

The slides will be posted to our website, [Business Services - Southwest REC \(swrecnm.org\)](https://www.swrecnm.org) as well as shared with those who sign up for the Distribution List per the Sequence of Events outlined in Section II.A.3 and Section II.B.3 of the RFP.



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6. Clarification, so all we are doing is managing the program on behalf of the state, correct?

The contractor is responsible for providing structured literacy programming to include providing curricula, training all instructors, ensuring fidelity to structured literacy programming via coaching and monitoring, engaging with families, conducting pre- and post-assessments, and providing data to both families as well as the program for evaluation.

7. Clarification question, we are only to use one or more of the listed assessments and nothing else?

Yes, one or more of the following assessments must be used for the summer reading program:

- Dyslexia Screener (K-2)
- DIBELS 8
- Name, Letter, Sound Assessment for incoming and outgoing kindergarten students
- LETRS PAST

8. Is this connected to the previous literacy tutor RFP #24-003 and #24-002?

RFP #24-003 and RFP #24-002 are related. RFP #24-002 ran successfully with contracts awarded to provide high-impact tutoring embedded within the school day for the remainder of the 2023-2024 school year. RFP #24-003 was cancelled and RFP #24-006 was issued to capture the full scope of work required for the Summer Reading Program.

9. Given that many providers offer literacy programs for a subset of grades (e.g. K-2, K-5, 5-8). Are you open to pairing providers together to meet the need for K-8 service? Or are you only interested in providers that can deliver programming to students in K-8?

Yes, the program is open to pairing providers.

10. Do you expect the contractor to be on site each day the program is offered?

It is expected that contractors will provide a minimum of weekly support and coaching that may be a combination of in-person and virtual meetings in conjunction with NMPED.

11. Are we getting pre-assessments for the students when they are enrolled? Or are we creating a baseline?

Yes, pre-assessments and post-assessments will be used for all participating students. The pre-assessment that the contractor is responsible for will help to create the baseline as well

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as to assess pre and post program growth. The intention of the post-assessment is to provide evidence of reading growth. For a list of assessments, please reference question 7.

12. Is PED working with the Community School Initiative that we are currently promoting throughout the state?

NMPED works with the Community School Initiatives across New Mexico schools.

13. If awarded this RFP What sort of ongoing documentation is required of the Offeror?

Assurances of fidelity of structured literacy programing happening in all settings, pre- and post- assessment data, evidence of communication with families, evidence of weekly communication/coaching with instructors, and evidence of weekly communication with NMPED and SWREC #10.

14. When will the initial training for the tutors be scheduled for them to learn out to implement the Offerors program?

Training of the structured literacy program will be the responsibility of the Offeror. Training should take place over a five-day period (40 hours total) and may be a combination of in-person and virtual training. The training should begin no later than the last week in May as many districts need to begin their programs the first week in June. However, it may also be held the first week in June.

15. Can the awarded Offeror hold the initial training at a location for ALL the tutors to attend?

Yes. The preference is multiple sites across the state.

16. Will all students have access to a laptop, Chromebook, or iPad if some of the tutoring material is on software?

Students may have access to technology. There should not be an expectation that all students have access to technology.

Lauren Verduzco

A handwritten signature in blue ink that reads "Lauren Verduzco".

IGA Project Coordinator and Procurement Manager
Southwest Regional Education Cooperative