



Region 9 Education Cooperative

REQUEST FOR PROPOSAL 26007
Support for Instructional Coherence in Math

Addendum #A
Questions & Answers

1. Page 4 - Scope of work: The contractor will assist NMPED to recruit pilot districts. What exactly does this entail?

Using contacts that currently exist, we ask that the contractor reach out to districts where they are currently providing professional learning (if possible). PED will take the lead in recruiting the districts but we would like this to be a collaborative process.

2. Page 41 - Addendum A: This contract was procured under the \$60,000 threshold in accordance with State Statute.

This statement is part of the contract template and will be updated on the awarded contract as applicable. Due to an RFP being run, the budget will exceed \$60,000.00 in compliance with NM procurement laws.

3. What is the budget for this project? How many districts do you anticipate piloting?

The total budget for the project is \$211,500. We anticipate 4 districts participating with the breakdown being 1 microdistrict (500 - 1000 students), 1 small district (1000 - 2500 students), and 2 small to medium size districts (2500 - 5000 students). We anticipate a math team of 5 people from each of the 4 districts for a total of 20 participants (preferably math teachers).

4. Are 50 or 100 total points possible for Section C. Staff Qualifications? There are varied totals listed on pp. 22 and 24.
 - a. Page 22 - "c. Staff Qualifications: (100 points)"
 - b. Page 24 - (Evaluation Table)

The Staff Qualifications maximum evaluation points will be 100.

5. Is NMPED willing to agree to a start date after January 1, 2026?
 - a. Page 40 - "Start Date:*Contingent upon fully executed contract"



PROVIDING EXCEPTIONAL SERVICES
TO CHILDREN, FAMILIES, AND
COMMUNITIES ACROSS NEW MEXICO

2002 SUDDERTH DRIVE, RUIDOSO, NM 88345
(575) 257-2368 - WWW.REC9NM.ORG

We do have a strict deadline as the funds have to be reconciled by June 30, 2026 but we are flexible with the start date if it provides good support for implementation.

6. What is the expected scope of district participation — including any already determined details including the number, size, and grade levels of districts required or anticipated for the project?

We anticipate 5 participants (preferably teachers) from each district. We would like it to be 2 elementary, 1 middle, and 2 HS staff but that will be determined by the district. Please see question #3 (budget) for expected size of participants

7. Is there a maximum or target budget that offerors should consider when preparing the Cost Proposal?

Please see question #3.

8. There are several deliverables involving recruitment, scheduling, and communication with participating pilot districts. Could you clarify any preferred division of responsibility between the contractor and Region 9 EC for these tasks?

This will be a shared responsibility between all parties but NM PED will be heavily involved in recruitment as the project dovetails with other current projects on HQIM.

9. The RFP (pages 4-5) indicates a sequence of professional learning to include a one day kick-off, five virtual communities of practice, and two embedded coaching visits. If a school or district would like additional coaching or professional development sessions, can that be included as part of the grant funding?

If there are funds available, yes.

10. The RFP (page 5) mentions intellectual plans will be collected. Does the agency have a lesson planning template that must be used or is the contractor or district able to choose the lesson planning model?

This would be up to the contractor and district as we do not have a lesson planning model currently in place. We would like to develop examples from the field.

11. Embedded coaching is mentioned on page 3, with observation and calibration. Does the agency have a coaching model that the contractor is expected to use?

We do not have an official model but we would like to focus on observation, data analysis, feedback, reflection, and collaboration.

12. The RFP, page 4, mentions that the contractor will assist with recruiting pilot districts. When schools are recruited, what are the agreements that will be required of the pilot district?

The districts will receive an MOU that outlines the same responsibilities and requirements for participation as the vendor.

13. Communities of Practice are described on page 5. Does the agency determine the dates and times for Community of Practice sessions or is the contractor able to coordinate the schedule with pilot districts?

We are flexible and will work with the contractor and pilot districts.

14. A one-day Kick-off Professional Development is mentioned on page 4. Is the location of the PD pre-determined or will these be coordinated with the pilot districts and the contractor? Is it allowable to combine multiple pilot districts in a region for the kick-off event if small districts are recruited into the pilot project.

Depending on budget constraints, we are willing to explore various options. The location has not been determined.

15. The Public Education Department has capped indirect costs (IDC) at 8% in the past. Is there a cap on allowable indirect costs for RFP 26007?

The rules for IDC are the same as in the past.

16. Compensation Part B, Page 33. The clause states that payment is not required for unsatisfactory work, as determined by the Agency. Can the Agency please confirm that such determinations will be made in good faith and based on the Agreement's defined scope and deliverables, and that the Contractor will be given an opportunity to correct any issues prior to the final payment determination?

This is confirmed.

17. Compensation Part C, Page 33. This section provides immediate termination if appropriations are insufficient. Can the Agency please confirm that the Contractor will still be paid for all work performed and accepted up to the date of termination?

This is confirmed.

18. Compensation Part C, Page 33-34. The Compensation section states that all invoices must be received by June 19th, 2026, and that invoices after that date will not be paid. Can the agency please confirm that invoices submitted by that date will still be paid, even if processing or payment occurs after June 19th?

All invoices submitted by or on 6/19/2026 will be paid.

19. Termination –Part B, Page 34. Section 5 – Termination states that the Agreement may be terminated if the Contractor becomes unable to perform the services, as determined by the Agency. Can the Agency please confirm that such determination will be made in good faith and based on objective performance standards, and that the Contractor will be provided notice and an opportunity to correct any identified issues prior to termination for cause?

This is confirmed.

20. Confidentiality, Page 36. Could the Agency please confirm that any information subject to confidentiality or FERPA requirements will be clearly identified or



PROVIDING EXCEPTIONAL SERVICES
TO CHILDREN, FAMILIES, AND
COMMUNITIES ACROSS NEW MEXICO

2002 SUDDERTH DRIVE, RUIDOSO, NM 88345
(575) 257-2368 - WWW.REC9NM.ORG

communicated to the Contractor at the time it is shared, so that appropriate handling measures can be applied?

All NM FERPA laws will be required to be met under any work in the contract out of the RFP. Clarification can be provided to the awarded Contractor if needed.

21. Indemnification, page 37. Can the Agency please confirm that the Contractor's indemnification obligations apply only to the extent of the Contractor's material negligent acts or omissions in the performance of this Agreement?

This is confirmed.

22. Records and Financial Audit, Page 37. Can the agency please confirm that audit and inspections of rights apply only to records and documentation directly related to this Agreement and its performance?

This is confirmed.

23. Scope of Work, Page 4. Does the Agency have a number of pilot districts in mind?

4 districts. See question #3 for the breakdown of budget.

24. Scope of work , Page 5. Should the Contractor plan for the kickoff meeting and five PLCs occur before the end of the current school year (2025-26)?

Yes

NM PED Instructional Materials Implementation Tool link:

https://www.google.com/url?q=https://web.ped.nm.gov/wp-content/uploads/2025/10/NM-Version-Fall-2025-Instructional-Materials-Implementation-Tool.pdf&sa=D&source=docs&ust=1762277903379726&usg=AOvVaw0Yz-H4d_UUA3S1OxEjR1MK