



## Addendum to RFP 2021-03 (Q & A)

Q: How many staff/faculty will participate in the PD?

A: 83

Q: Do you have segmented groups that you would like to have in separate sessions, e.g. CTE teachers, Core Teachers?

A: Yes, the small group sessions will be grouped by discipline.

Q: Do you want the training to be remote, in-person, or hybrid?

A: Remote

Q: Does your whole staff use Blackboard as their LMS?

A: Yes

Q: How long would you want the training to last (1 time, 1 week, 4-6 weeks, throughout the year etc.)?

A: 1 large group session with all faculty ASAP, smaller sessions grouped by discipline for more in-depth training in May/June, potential for follow-up session in the fall.

Q: Are there any specifics that you can share with me in regard to the level of expertise your staff currently has for teaching online/hybrid?

A: General Education faculty have been teaching online for several years; some of them have experience with hybrid prior to COVID. CTE faculty have limited experience with online/hybrid. All faculty were forced to transition to online and then hybrid last spring due to the pandemic. We have continued teaching hybrid through the fall and spring.

Q: How much time can your staff dedicate to the training sessions (days, hours, etc.)?

A: ½ day for the large group session, additional ½ day for the small group sessions, any continuing sessions would be ½ day or less.

Q: Do you have a timeline for this work such as beginning and end dates?

A: Begin ASAP, preferably early April continue through the summer with the potential to continue in the fall semester.



Q: Could we be provided with any additional technical information related to RFP #2021-03 Faculty Professional Development?

A: All faculty have access to Zoom accounts and computers with cameras.

Q: Under Base Bid paragraph, who does "in accordance with the Drawings, Specifications and Contract Documents prepared by ...." refer to: preparation by WSU Tech Purchasing or the Proposer (in our case, Learning Corps LLC)?

A: This paragraph requests that the Proposer provide the name of who is preparing any documents that are needed and that all materials, equipment, technology/software, labor, and incidentals are to be included in the proposal. (This is verbiage we typically use in all our RFPs).

Q: Does WSU Tech only want pages 3 and 4 (Proposal Form and Signature Sheet) in response to the RFP, or does WSU Tech want a more in-depth explanation of the specifics of the faculty professional development program Learning Corps proposes in response to the RFP?

A: At minimum, our forms must be used. Any additional information can be provided by you in your own format if you so choose.

Q: It appears you want a narrative proposal in addition to the required documentation outlined on page 1 and that we can order that response in the sequence we prefer, is that correct?

A: That is correct. You can order your response in your preferred sequence.