I acknowledge all amendments, if any, to this IFB. Responses to questions and/or correspondence from a Pre-Bid questions and answers will be treated as amendments to the IFB and will require acknowledgment.

Questions and Answers

1. MDE revised and amended the IFB for Textbooks and Instructional Material. Amendment 1 is now posted to replace the original solicitation:
   - Updated dates (see pages 2 – 6 and pages 23 – 26)
   - Removed CTE Invitation for Bids (IFB)
   - Added Language: Digital or web-based formats of materials are preferred and should be substituted when possible. (MS School Book Supply will provide details for submission of digital examination copies - See page 7)
   - Changed the deadline for submission from November 20, 2020, by 5:00 p.m. CST to Tuesday, December 1, 2020 by 5:00 p.m. CST
   - Updated Timeline (see pages 23 – 26)

2. Is the textbook depository a requirement, and if so, what is the minimum inventory requirement? Is there a separate contract for the depository?

   A1. All textbook titles/Instructional programs that are adopted by the State must be on deposit at the State Depository, School Book Supply Company of Mississippi. Each publisher establishes a contract with the State Depository.

   Are galley samples acceptable for the one official examination copy, 9 additional examination copies, and the 14 sample copies?

   A2. Galley copies are acceptable as examination copies so long as the final versions are available by the December 18th deadline listed in the Call for Bids.

3. When will the rubrics be available?

   A3. Rubrics will be available by Friday, October 23, 2020 on the Textbooks Website

4. If a publisher bids in more than one category, do they have to submit a separate bond for each (i.e. ELA K–2 and ELA 3–5; Is this one $2,500 bond, or $2,500 each?).

   A4. No, the bond has an initial base amount requirement of $2500.00. For each adopted title or program, the publisher must add an
additional $500.00 to the bond. For instance, if you company is awarded 3 adopted titles, the bond submitted would be $2500.00 PLUS $1500.00 ($500.00 *3 titles) = $4000.00.

5. We have curated a set of fiction and nonfiction trade book titles to support independent reading (240 books per grade). These are an optional purchase but we would like to include them because time and support for independent reading is built into the structure of our program. If we include them, would we need to provide samples of every book, or would a book list suffice?

A5 Please submit the book list ONLY with the review samples.

6. On the intent to bid form, where you ask for the number of items vendors will submit, are you asking for the student and teacher editions only or should we include ancillaries/manipulatives?

A6 The number of Student and teacher editions would suffice. The Ancillary Materials can be included on the Form E- Pricing Options form

7. May vendors send digital rather than physical samples? Will you provide an email for us to send log in access?

A7 Yes, vendors can send digital samples. Log in access needs to be shipped in the form of letters stating the access credentials. We do not know right now who will need access. So, when the final reviewers are selected, it will be a matter of just sending them the access credentials.

8. Samples for Prek—may we send digital log in only and not physical samples?

A8 Yes

9. Are the 14 sets of samples for the libraries, print only? Teacher and Student editions?

A9 The 14 sets can be digital formats of student and teacher editions. Teacher and student editions only.

10. Is the requirement to mail the adoption paperwork or may we email it?

A10 Bids must be sent in with official signatures in blue ink. You can e-mail copies of the bid materials to crspears@mdek12.org. But Bid materials must be physically mailed to the procurement office listed in the Call for Bids.
11. How are reviews handled at district or school level?
   A11 Local reviews are varied from district and school.

12. Will there be presentations to the state review committee? Virtual or in person?
   A12 There will be presentations made to review committees virtually. Details will be discussed during the Publishers orientation meeting.

13. Are there specific funds allocated to adopted instructional materials?
   A13 There are funds specifically designated for textbooks for schools, but they are added into the lump sum funding for districts. This means that districts are not restricted to use those funds only for textbook purchases. Districts are charged to provide textbooks/instructional materials that are in good condition for every student every year.

14. Can you please explain details of the virtual caravan?
   A14 The virtual caravan is an opportunity for adopted publishers to submit virtual presentations/information about adopted titles to be hosted on the MDE Virtual Caravan website for the duration of the adoption contract (5 to 7 years). This allows districts to get information about all adopted titles in one central online location. Once the adoption list is released, Publishers will have a period to submit a virtual presentation or online information about their adopted titles.

15. The bond letter that is due November 16th, we normally secure a bond once we have been adopted in a state. Do you have a template for our bond guy to use or is it sufficient for them to write it on letterhead that we can be secured for X amount of dollars?
   A15 It is sufficient to submit a letter stating you can secure a bond should any of your titles get adopted. No need to state a specific amount in the secure bond letter.

16. For the samples that are due on November 30th. What is the date that we need to provide open access to our materials for public review and reviewers? We ask as our instructor resources has all the answers, quizzes, assessment lessons so we don’t want this to get into the wrong hands as they would have everything then.
With this amendment to the Call for Bids, the date the samples are due has been changed to December 7th, 2020. The open access date can be December 7th, 2020, since that is the day the reviewers can start reviewing materials.

17. One main component we would need clarification on is your NIMAS requirement. Within the RFA, it states that NIMAS files are not to exceed 30 days, and failure to do so would result in a forfeit of contract. Does that mean 30 days after we submit our application materials, 30 days after we are added to the adoption list or 30 days after a specific request for NIMAS files?

A17 30 Days after the release of the Adoption list, the publishers of adopted titles should submit a NIMAS file to the Office of Textbooks.

18. Is there a timeline available for the 2020/2021 Adoption Cycle?

A18 Yes, there is a detailed timeline at the end of the Call for Bids.

19. Will there be a meeting that discusses the Adoption process?

A19 Yes, that meeting is scheduled for Monday, November 2, 2020, and it is a virtual meeting. A link will be sent at your request.

20. In regard to the submission of the Intent (Attachment A), do you require that the form be submitted electronically with a hardcopy to your attention. And will you accept digital signatures?

A20 Attachment A can be submitted electronically with electronic signatures.

21. Are correlations required? if yes, by what date and can they be emailed?

A21 Correlations are not required. Publishers may choose to include publishers’ correlations. Submit all correlations with each review sample.

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_________________________________________  _______________________
Offeror Signature  Date

Title of Invitation for Bids