

## Questions and Answers

### RFP ALSDE 2025-18 – Professional Development and Coaching Services

Question	Answer
Could you please clarify how the district defines "Career and Technical Education" (CTE) within the scope of this RFP? Are there specific subject areas or industry sectors the district is prioritizing?	Career and Technical Education (CTE) is a key component in preparing students for high-skill, high-wage, and in-demand careers by combining rigorous instruction, relevant technical training, and real-world application. The services being solicited aim to strengthen instructional practices across all CTE program areas.
Is the Alabama DOE open to a broad range of CTE topics, such as computer science and artificial intelligence literacy, or are you seeking proposals aligned to a predefined list of CTE fields?	Proposals should be aligned to Alabama CTE Programs outlined in the Alabama CTE Program Guides linked here - <a href="#">CTE Program Guides</a>  And Courses of Study linked here – <a href="#">CTE Courses of Study</a>
Is the RFP solely focused on professional development offerings, or is the district also considering instructional software and curriculum content as part of this opportunity?	We are focused on professional development and coaching services to support CTE programs. The scope includes training, coaching, mentorship, and support resources.
How does the Alabama DOE plan to determine which CTE topics or areas will be included or prioritized through this procurement?	Proposals should be aligned to Alabama CTE Programs outlined in the Alabama CTE Program Guides linked here - <a href="#">CTE Program Guides</a>  And Courses of Study linked here – <a href="#">CTE Courses of Study</a>
Can ALSDE share information regarding the budget for this project?	We do not have budget information to disclose currently.
How many districts/LEAs are anticipated to receive services?	Approximately 100
How many participants are anticipated to receive services?	150-175 CTE Teachers 25-30 CTE Administrators
How many participants are anticipated to be mentors?	150-175 25-30 CTE Administrators
How many participants are anticipated to receive 1:1 coaching?	150-175 CTE Teachers

Does ALSDE intend for all participating CTE teachers to engage in PLCs, or just mentors?	Approximately 50 participants will participate in PLCs.
Does ALSDE intend to have one statewide training for each topic in the determined scope and sequence, or will there be multiple cohorts of trainings?	We anticipate three cohorts running concurrently. One new teacher cohort, one veteran teacher cohort, and one administrator cohort.
Can you clarify the purpose/vendor expectation of Section 4.5 Artificial Intelligence (AI) Systems?	Section 4.5 on Artificial Intelligence (AI) Systems requires vendors to disclose whether their proposed services include any AI components. If AI is used, the vendor must attest that it was developed responsibly, using unbiased data and human oversight. If no AI is used, the vendor must clearly state that in writing. This ensures transparency and ethical use of AI in any proposed services.
What is the anticipated annual budget for these activities?	We do not have budget information to disclose currently.
What is the expected number of participants annually in training and PLCs? How are these numbers broken down into the number of CTE teachers, mentor teachers, and administrators?	150-175 CTE Teachers 25-30 CTE Administrators Broken down into three groups – one new teacher cohort, one veteran cohort, and one administrator cohort.
Are there regular convenings of CTE directors, teachers, etc. in LA? If so, when do those generally occur during the calendar year?	We convene CTE Administrators 2-4 times each school year New CTE Teachers 4-5 times each school year Veteran CTE Teachers 5-7 times each school year
What is the estimated start and end date for this contract?	Estimated October 1, 2025-September 30, 2026.
Can ALSDE provide an estimate of the number of CTE teachers, mentor teachers and administrators to receive training through this contract? Is this contract intended to serve every district in the state or a subset?	150-175 CTE Teachers 25-30 CTE Administrators Approximately 100 school districts

Does ALSDE have an existing schedule of state-run CTE PD events (e.g., statewide conferences, summer institutes) that can be provided?	Those specific dates are still being scheduled. You can expect CTE Administrators 2-4 times each school year New CTE Teachers 4-5 times each school year Veteran CTE Teachers 5-7 times each school year
Does ALSDE have a budget maximum or budget range in mind for this work?	We do not have budget information to disclose currently.
Is the Alabama State Department of Education looking at engaging elementary & middle schools in this initiative or strictly high schools in CTE?	This is for High School CTE teachers and administrators.
Is the Alabama State Department of Education looking for a CTE curriculum in addition to services?	No.
Should the proposal focus on a subset of CTE Courses of Study, or should it cover all Courses of Study?	Proposals should be aligned to Alabama CTE Programs outlined in the Alabama CTE Program Guides linked here - <a href="#">CTE Program Guides</a>  And Courses of Study linked here – <a href="#">CTE Courses of Study</a>
How many educators, leaders, schools and districts will be included in this work?	150-175 CTE Teachers 25-30 CTE Administrators Approximately 100 school districts
Is there a preferred balance between virtual and in-person delivery of professional development and coaching services?	Expect a 50/50 split between virtual and in person.
Can the Alabama State Department of Education clarify which funding sources will be used to fund this work?	We do not have budget or fund source information to disclose currently.
Are there any budget ceilings or budget guidelines vendors should be aware of?	We do not have budget information to disclose currently.
Is there a preference for a local vendor or firm?	No.
Is there an established budget cap or not-to-exceed amount for this project that you can share? If so, could you share?	We do not have budget information to disclose currently.

Is there an incumbent for this procurement, and if so, were you satisfied with the services they provided?	Yes.
The RFP indicates a mix of virtual and in-person services, including training sessions, coaching, and PLC facilitation. To support accurate planning and staffing, could you please clarify the anticipated frequency, estimated volume, or preferred group size for in-person versus virtual engagements throughout the year? Additionally, are there specific activities (e.g., coaching, leadership seminars, training modules) that ALSDE prefers to be delivered onsite rather than remotely?	<p>We convene:</p> <p>CTE Administrators 2-4 times each school year  New CTE Teachers 4-5 times each school year  Veteran CTE Teachers 5-7 times each school year</p> <p>Expect a 50/50 split between virtual and in person.</p> <p>150-175 CTE Teachers  25-30 CTE Administrators  Approximately 100 school districts</p> <p>We will determine the specific activities and delivery method during the negotiation phase of the contract.</p>
Will you be awarding this contract to a single contractor, or is there a possibility of multiple awards to more than one firm for the requested services?	We prefer to award to a single vendor.