

**Request for Proposal (RFP)  
RFP ALSDE 2026-08  
Alabama State Department of Education,  
Alabama Reading Initiative Section  
Alabama State Department of Education**



**Request for Proposal  
RFP ALSDE 2026-08  
High Quality Professional Learning in Structured Literacy, Phase 3  
Alabama State Department of Education  
Alabama Reading Initiative Section**

**Note: FAXED OR E-MAILED PROPOSALS WILL NOT BE ACCEPTED.**

Mail RFP to: Cindy Gillespie, Office of Operations  
Alabama State Department of Education  
50 N. Ripley Street, P305 Gordon Persons Building  
Montgomery, AL 36130  
Inquiries related to this RFP are to be emailed to:  
[rfpqanda@alsde.edu](mailto:rfpqanda@alsde.edu)

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**Notice: ELECTRONIC (EMAILED) SUBMISSIONS ARE NOT PERMITTED**

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**Proposals must be received no later than 4:00 p.m. on June 10, 2026  
It is required that each supplier clearly mark the envelope RFP ALSDE 2026-08 in the lower left corner of  
the envelope. (Response packages that are not marked will be rejected).**

**The proposal package must contain the following:**

1. **Original proposal plus four copies** (5 total) with original signatures (The proposal must be signed by an official authorized to legally bind the supplier to the information provided). **Two (2) electronic copies** on a USB flash drive in MS Word format. The proposal must be signed by an official authorized to legally bind the supplier to the information provided.
2. Must be currently registered with the Alabama Department of Finance, Division of Procurement, as a State Supplier and provide supplier number. [Division of Procurement](#)
3. The supplier must complete the affidavit for business entity/employer/supplier. Verification of enrollment in E-Verify shall be presented on the form found in Appendix A.

*Automatic disqualification for any supplier that cannot meet the minimum requirements as outlined in Section 1.1, which specifies phase 3 of the Science of Reading Continuum for Teacher Development, as outlined in the Alabama Literacy Act (ALA), developed by the Alabama Literacy Task Force, and in collaboration with various stakeholders supporting the implementation of the ALA. These minimum requirements also include professional learning that includes face-to-face and/or virtual educator training in the specific elements of literacy, individually, or in combination, as stated in the Background section of the RFP. In addition, no submission may include any reference to the three-cueing system of teaching reading based on the adoption of [Alabama Administrative Code Rule 290-3-3-61](#) by the Alabama State Board of Education.*

**Pursuant to Alabama Administrative Code Rule 355-4-3.03(12), proposal openings are not open to the public**

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**Section 1.00 Administrative Overview**

**1.1 Purpose and Background**

**Purpose:** The Alabama State Department of Education (ALSDE) is seeking submissions for HIGH-QUALITY PROFESSIONAL LEARNING IN STRUCTURED LITERACY from interested suppliers who have evidence-based documentation of at least 3-5 years of success from the utilization of their professional learning training and services to improve teacher practice in the science of reading and thus, positively impacting student reading outcomes. As defined by the International Dyslexia Association, “Structured Literacy is an explicit, systematic, cumulative, and diagnostic approach to teaching reading that integrates the structure of language and the science of reading to improve all students' literacy skills.” These professional learning services shall include face-to-face and/or virtual educator training options that involve ongoing opportunities for continued learning and application of learning. Suppliers chosen through this RFP (Request for Proposals) process will be included on an ALSDE-approved **phase 3 [Science of Reading Continuum for Teacher Development](#)** structured literacy professional learning list to be published. Selected supplier(s) may be required to sign an agreement with the ALSDE that establishes a per-educator cost structure, an unlimited use cost structure, and provide other assurances.

Specific terms and requirements in this RFP may be waived or modified by the State of Alabama as it deems necessary and appropriate. The state has no liability for any costs incurred by a supplier for the preparation and production of a proposal or any work performed before the issuance of a contract. The ALSDE reserves the right to reject all proposals if it is determined to be in the best interest of the State of Alabama. This RFP may be awarded to multiple suppliers.

**Background:**

The *Alabama Literacy Act* (ALA) is a law that was passed in 2019 to improve the reading proficiency of kindergarten through third-grade students and ensure those students are able to read at or above grade level by the end of third grade. This RFP is in response, specifically, to **Phase 3** of the [Science of Reading Continuum for Teacher Development](#) as outlined in the *Alabama Literacy Act* (ALA), developed by the Alabama Literacy Task Force, and in collaboration with various stakeholders supporting the implementation of the ALA. It works toward the charge in the law for a “*state continuum of teacher development for approved science of reading.*” According to the law, the [Science of Reading Continuum for Teacher Development](#) “*will reflect levels of literacy teacher development from preservice, reading specialist, to instructional leadership.*”

In the [Science of Reading Continuum for Teacher Development](#), the following phases are addressed: Phase 1 - preservice teachers, Phase 2 - initial literacy certification, Phase 3 - emerging literacy, and Phase 4 - content specialists.

**In phase 1**, the continuum includes specificity for 9 or more credit hours of foundational literacy instruction for preservice educators.

**In Phase 2**, the continuum specifies foundational science of reading/structured literacy training at 80% or higher mastery in a state-endorsed training program. In addition, Phase 2 includes instructional leadership training on the structures that support literacy.

**In Phase 3**, the continuum specifies targeted professional learning in the science of reading that meets 25% of the required hours for continued educator certification.

**In Phase 4**, the continuum specifies the attainment of a state-approved credential for specific literacy leaders to support others in the acquisition of literacy knowledge.

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In this RFP, we are seeking professional learning for **phase 3** that includes face-to-face and/or virtual educator training that involves ongoing opportunities for continued learning and the application of learning around the following elements, individually, or in some combination:

- Phonological Awareness
- Phonics
- Fluency
- Vocabulary
- Comprehension
- Oral Language
- Writing
- Dyslexia
- Structured Literacy

We are seeking professional learning in literacy designed for the following audience groups:

- In-Service Teachers
- Post-Secondary Instructors
- Reading Specialists
- Administrators
- Pre-K Teachers
- State, Regional, and District Literacy Support Personnel

No structured literacy professional learning submissions can contain any reference or practice supporting the use of the three-cueing system of teaching reading based on the passing of [ACT #2026-211](#) by the Alabama legislature.

*Automatic disqualification for any supplier that cannot meet the minimum requirements as outlined in Section 1.1, which specifies phase 3 of the [Science of Reading Continuum for Teacher Development](#), as outlined in the Alabama Literacy Act (ALA), developed by the Alabama Literacy Task Force, and in collaboration with various stakeholders supporting the implementation of the ALA. These minimum requirements also include professional learning that includes face-to-face and/or virtual educator training in the specific elements of literacy, individually, or in combination, as stated in the Background section of the RFP. In addition, no submission may include any reference to the three-cueing system of teaching reading per [ACT #2026-211](#) by the Alabama legislature. Consideration will be given to submissions that provide professional learning that is comprehensive, inclusive of all groups listed above, and for a cost structure of unlimited participation of these groups across a specified period of time.*

**1.2 Anticipated Timetable**

May 26, 2026, 4:00PM	Question Submission Deadline
May 27, 2026, 5:00PM	Question Responses Due
June 10, 2026	Proposal Submission Deadline

**NOTE:** All Questions must be emailed to [rfaqanda@alsde.edu](mailto:rfaqanda@alsde.edu) by the deadline noted above. All Q & A will be posted in STAARS and on the Alabama Achieves website [Alabama State Department of Education - Alabama Achieves - ALSDE](#) on the designated date noted above.

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**1.3 Proposal Evaluation**

An Evaluation Team will review the proposals and make a recommendation. The criteria listed below will be used to evaluate the proposals for the purpose of ranking them in a relative position based on how fully each proposal meets the requirements of this RFP. This RFP may be awarded to multiple suppliers.

Evaluation Criteria:

Science of Reading components present	15 points
Data and evidence of efficacy	15 points
Detailed description and delivery of training materials, presentations, and/or modules that include a pre- and post-assessment of content mastery	25 points
Training provides learning for <b>phase 3</b> , as outlined in the <a href="#">Science of Reading Continuum for Teacher Development</a> which targets the audience groups listed above	30 points
Detailed budget proposal	15 points

*Automatic disqualification for any supplier that cannot meet the minimum requirements as outlined in Section 1.1, which specifies phase 3 of the [Science of Reading Continuum for Teacher Development](#), as outlined in the Alabama Literacy Act (ALA), developed by the Alabama Literacy Task Force, and in collaboration with various stakeholders supporting the implementation of the ALA. These minimum requirements also include professional learning that includes face-to-face and/or virtual educator training in the specific elements of literacy, individually, or in combination, as stated in the Background section of the RFP. In addition, no submission may include any reference to the three-cueing system of teaching reading per [ACT #2026-211](#) by the Alabama legislature.*

**Best and Final Offers:**

The ALSDE may either accept a supplier's initial proposal by award of a contract or enter into discussions with supplier(s) whose proposals are deemed to be reasonably acceptable of consideration for award. After discussions conclude, supplier(s) may be allowed to submit a "Best and Final Offer" for consideration in a manner and method prescribed by the ALSDE. By submitting a proposal, each supplier accepts and agrees to all conditions and requirements herein.

The ALSDE will make all decisions regarding evaluation of the proposal. The ALSDE reserves the right to judge and determine whether a request is compliant with and satisfactorily meets the requirements of the RFP. The ALSDE reserves the right to waive technical and other defects if, in its judgment, the interest of the ALSDE so requires. Any further information disclosed about the RFP during this process will be provided to all suppliers in a manner and method prescribed by the ALSDE.

**Rejection of Proposal:**

ALSDE reserves the right to reject any or all proposals it deems non-responsive, late in submission, or unsatisfactory in any way. This includes proposals that are unable to meet the qualifications outlined in the *Alabama Literacy Act*, specifically the continuum for teacher development in the science of reading. ALSDE

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shall have no obligation to award contract(s) for work, goods, and/or services as a result of this RFP.

**Qualified bidders aggrieved in connection with the solicitation of a contract may protest to the Chief Procurement Officer. See generally State of Alabama Department of Finance Administrative Code Regulations at [Administrative Code Regulations](#).**

**Confidentiality:**

All information contained in the RFP is considered to be the exclusive property of the ALSDE. Recipients of this RFP are not to disclose any information contained within the RFP unless such information is publicly available. This RFP is provided for the sole purpose of allowing suppliers to respond to these specifications.

**Selection Process:**

The ALSDE may award multiple supplier(s) a statewide contract that provides the most technically sound and cost-effective proposal that best fits the needs of the ALSDE. Final selection of the successful supplier(s) will not be based solely on cost. The supplier(s) product will be evaluated primarily on the scope of the activities linked to associated costs, as detailed in the RFP. RFPs will be reviewed to ascertain that minimum requirements have been met. These minimum requirements are

- based on **phase 3** of the [Science of Reading Continuum for Teacher Development](#) as outlined in the *Alabama Literacy Act* (ALA), developed by the Alabama Literacy Task Force, and in collaboration with various stakeholders supporting the implementation of the ALA. **In Phase 3**, the continuum specifies targeted professional learning in the science of reading that meets 25% of the required hours for continued educator certification as stated in the Background section of the RFP.
- professional learning that includes face-to-face and/or virtual educator training in the specific elements of literacy, individually, or in combination, as stated in the Background section of the RFP.
- no submissions contain any reference to or practice of supporting the use of the three-cueing system of teaching reading per [ACT #2026-211](#) by the Alabama legislature.

The ALSDE reserves the right to conduct discussions with potential supplier(s) to clarify information contained in their proposals, but the ALSDE has no obligation to do so. This may include requesting a presentation of the top finalists for final scoring. The supplier(s) will provide notice to the ALSDE of any partnership with another firm to provide parts of the solution; however, the supplier must provide management of the partner and is responsible for all project performance. Any subcontractor or partner will be subject to the same vetting process as the supplier, and the supplier(s) are responsible for ensuring that each subcontractor acknowledges and is contractually bound by the staffing plan and other commitments listed in this RFP.

Unless provided by law, nothing in this RFP shall be construed to create any legal obligation on the part of the ALSDE or any respondents. The ALSDE reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue the RFP in whole or in part, at any stage. In no event shall the ALSDE be liable to respondents for any cost or damages incurred in connection with the RFP process, including, but not limited to, any and all costs of preparing a response to this RFP or any other costs incurred in reliance on this RFP. No respondent shall be entitled to repayment from the ALSDE for any costs, expenses, or fees related to the RFP. All supporting documentation submitted in response to the RFP will become the property of the ALSDE. Respondents may also withdraw their interest in the RFP, in writing, at any time, as more information becomes known. If, within the confines of this RFP, the contents of the RFP, including any intellectual property the supplier provides to the ALSDE as part of the RFP, are subject to Open Records Act laws and thus are subsequently in the public domain.

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**Intent to Award**

Division of Procurement will send out an intent to award to participating suppliers, defining the protest period. The CPO (Chief Procurement Officer) is the awarding authority and, as such, is a signatory on the agreement/contract.

**Disclaimer Notice:**

The ALSDE shall not be liable for any costs associated with the preparation of proposals or negotiations of a contract incurred by any party.

**Availability of Funds:**

It is expressly understood and agreed that the obligations of the ALSDE to proceed are conditioned upon the continued availability of funds that may be expended for these purposes.

**1.4 Conditions and Terms**

**Contract Terms:**

The ALSDE intends to execute initial contract(s) with Contractor(s) for a period of up to two (2) years, with contract renewals equaling no longer than three (3) additional years, pending written agreement of each supplier and ALSDE dependent upon required state approvals, availability of funds, performance evaluations of the project, at the full discretion of the ALSDE. The contract(s) will commence pending CPO signature, Legislative Review Committee approval, and the Governor's signature. Each contract renewal will be presented to the Legislative Oversight Committee for approval.

The supplier(s) shall be fully prepared to commence work after full execution of the contract by the parties and the receipt of required governmental approvals.

Proposals must reference each element in the RFP by number on the cover of each copy and be arranged in the same sequence. All fees and costs are to be stated in United States currency. Suppliers must reply to each element of the RFP.

**Section 2.00 Scope**

**2.1 Scope of Supplier's Work and Responsibilities**

The supplier will complete all requested information using the enclosed RFP Supplier Questionnaire provided. Submissions should directly and concisely address the questions. Random or generic responses will not be scored. Excessively long submissions that do not directly address the questions may result in the supplier not receiving the points for that area of the rubric.

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**A supplier must address each of the following sections (A, B, C, D, and E) of the evaluation criteria through the provided RFP Supplier Questionnaire. One complete copy of the materials used during the training program is required. If virtual materials are required, those must be submitted as well.**

**Automatic disqualification** will occur for individuals who do not submit a completed RFP and Supplier Questionnaire with evidence outlining each component completely and concisely. Additionally, automatic disqualification will occur for individuals whose proposals are unable to meet the qualifications outlined in the *Alabama Literacy Act*, as described in phase 3 of the [Science of Reading Continuum for Teacher Development](#) for the intended audiences.

Each component should be addressed:

- In a concise manner.
- Must only address information relevant to the component.
- A completed RFP Supplier Questionnaire must be attached to the RFP submission via mail.

<b>A. SCIENCE OF READING COMPONENTS PRESENT</b>
<b>Components</b>
<ol style="list-style-type: none"> <li>1. The structured literacy professional learning program provides evidence that it is grounded in the science of reading, including the following components: phonological awareness, phonics, fluency, vocabulary, comprehension, oral language, writing, dyslexia, and/or explicit structured literacy instruction.</li> <li>2. The professional learning program is void of any reference or practice of supporting the use of the three-cueing system of teaching reading.</li> </ol> <p style="text-align: center;"><b><i>This is non-negotiable based on the requirements of the Alabama Literacy Act and <a href="#">ACT #2026-211</a> by the Alabama legislature.</i></b></p>

<b>B. DATA AND EFFICACY</b>
<b>Components</b>
<ol style="list-style-type: none"> <li>1. The structured literacy professional learning program has evidence of the positive impact on student learning outcomes, including the total number of teachers and students in the effect and sample groups included in the study. Include link(s) for evidence level documentation, program evaluation reports, sample size details, etc.</li> <li>2. The structured literacy professional learning program provides evidence of replicated research with comparable implementation and duration results. Include link(s) to credible, research-based evidence studies, efficacy studies, replicated outcome data, etc.</li> <li>3. The structured literacy professional learning program has additional evidence of student learning impact. Include link(s) to testimonials, data studies, and/or any additional evidence.</li> </ol>

<b>C. DETAILED DESCRIPTION AND DELIVERY OF TRAINING MATERIALS, PRESENTATIONS, AND/OR MODULES</b>
<b>Components</b>

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1. The structured literacy professional learning program provides a complete set of teachers’ training manuals and materials, which include physical and/or digital copies that are well designed for each reference.
2. The structured literacy professional learning program provides an overview of the timeline for the professional training, including the number of days and hours required.
3. The structured literacy professional learning program provides a scope and sequence of professional training per specific audience group(s) listed in section 1.1.
4. The structured literacy professional learning program provides a detailed description of the program’s overall structure and delivery methods, including face-to-face and virtual options (live or recorded). The structured literacy program includes a pre- and post-assessment of learning.
5. The structured literacy professional learning program ensures a standards alignment that supports the <a href="#">2021 Alabama Course of Study: English Language Arts</a> . (Use the comments section to provide evidence of alignment.)

**D. TRAINING PROVIDES LEARNING FOR PHASE 3 LISTED IN THE CONTINUUM FOR TEACHER DEVELOPMENT AND TARGETS AUDIENCE GROUPS AS OUTLINED IN THE 1.1 BACKGROUND SECTION.**

Components
1. The structured literacy professional learning program provides evidence that the professional learning will “reflect levels of literacy teacher development from in-service (practicing educator) to instructional leadership (school, district, and/or education preparation program literacy leader)” as stated in the <i>Alabama Literacy Act</i> . All levels of literacy teacher development must be present for comprehensive consideration.
2. The structured literacy professional learning program provides evidence of phase 3 of the <a href="#">Science of Reading Continuum for Teacher Development</a> addressed through the professional learning offerings.
3. The structured literacy professional learning program provides evidence of ongoing opportunities for continued learning that include one or more of the following: oral language, phonological awareness, phonics, fluency, vocabulary, comprehension, writing, assessment, and differentiated needs of learners. <ul style="list-style-type: none"> <li>a. Application of learning includes implementation supports such as coaching, online and/or in-person learning that bridges the content to classroom application, tools/graphics that scaffold for gradual learning and application, etc.</li> </ul>

**DETAILED BUDGET PROPOSAL**

Components
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The professional learning budget proposal includes:

- an outline of the total cost of professional learning proposed by the supplier
- materials cost per participant per year (if across multiple years)
- professional learning cost per participant, per year (if across multiple years)
- minimum and maximum number of participants allowed in a cohort, session, and/or course offering
- Cost proposal with breakdown of services embedded in the cost structure
  - Face-to-face live sessions
  - Virtual live and/or recorded sessions
    - Cost for unlimited participants within a specific timeline of access (if applicable)
  - Specified targeted audience group(s) as listed in section 1.1 of the RFP

## **2.2 Scope of Alabama State Department of Education's Work and Responsibilities**

- ALSDE/ARI will work closely with the supplier(s) to facilitate professional communication with ARI regional staff, LEA central office contacts, principals, and local reading specialists when information regarding their work is needed to enhance the support provided.
- ALSDE/ARI will meet with supplier(s) contacts regularly to receive updates on the status of the work, receive needed documentation of this work, and confer with the supplier regarding perceived successes, struggles, and supporting data needs.
- ALSDE/ARI staff will review each element of the best practices in early literacy policy and implementation with the team to discuss ways to gather qualitative and quantitative data on these ongoing elements, as well as to share previous evaluation data that has been completed so that alignment to past evaluations can be made for like items, if applicable. The ALSDE/ARI may wish to involve other personnel and/or evaluator(s) for data review to ensure literacy outcomes are met.

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**Section 3.00 General Requirements**

**3.1 Requirements of Proposal**

The supplier must provide the following mandatory information. **Failure to provide this information may be cause for the proposal to be rejected.** Qualifications, experience, and cost will be evaluated for contract award. The proposal may be submitted under the same cover with Supplier Requirements and Cost Proposal in two distinct sections. E-verify information is required to be submitted for all employees, including contractors of the suppliers, if necessary and applicable.

**Part I**

**Signed Cover Letter:**

The cover letter shall serve as the first page of the supplier's proposal. The supplier shall complete the cover letter and attach it to the proposal in response to the RFP. The cover letter must be signed by an official authorized to legally bind the supplier. It will state that the supplier is a legal entity that will meet the specifications. The cover letter must accompany the submitted proposal. The letter accompanying the proposal must have original signatures and must include contact numbers and e-mail addresses for the authorized official signing the letters.

**Part II**

**Supplier Qualification and Experience:**

Supplier shall provide satisfactory evidence of the supplier's capability to coordinate the types of activities and to provide the services described in the RFP in a timely manner. Special attention should be given to the discussion of qualifications. The discussion shall include a description of the supplier's background and relevant experience as related to the required activities in the RFP.

**Part III**

Supplier shall provide a detailed plan describing how the services will be performed to meet the requirements of the RFP. The description shall encompass the requirements of this RFP. The response must be prepared and organized in a clear and concise manner that is easily understandable.

**Supplier Organization:**

Describe your organizational structure and explain how your organization qualifies to be responsive to the requirements of this RFP.

**References:**

The supplier shall provide a minimum of three (3) references that can support and validate training and/or projects and outcomes, including names or persons who may be contacted, position of person, addresses, and phone numbers where similar training and/or projects to those described in this RFP have been conducted.

**Executive Summary:**

An executive summary is required. This summary will condense and highlight the contents of the supplier's proposal.

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**Part IV**

**Cost Proposal:**

Supplier shall include the fee structure and pricing for the training sessions/program if applicable or requested. The supplier shall submit a cost proposal in addition to other required information.

**Subcontractor Disclosure:**

If the execution of work to be performed requires hiring Subcontractors, **you must clearly state this in the proposal and provide qualifications for such individuals.** Subcontractors must be identified and the services they will provide or work they will perform must be clearly defined. The ALSDE will not refuse a proposal based upon use of a Subcontractor; however, the ALSDE reserves the right to refuse the Subcontractor a supplier selects. Supplier and associated personnel shall remain solely responsible for the performance of all work, including work that may be subcontracted.

A supplier must describe its rationale for utilizing Subcontractors, including relevant past experience partnering with stated Subcontractor(s). Providing documents for E-verification of subcontractors is the sole responsibility of the Contractor and must be available upon request to ensure compliance.

Subcontractors may not be employees/agents of the ALSDE or LEA, nor any entity or agency receiving education trust funds.

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**Section 4.00 General Terms and Conditions**

**4.1 Governance**

This RFP and its terms shall be governed and construed according to the laws of the state of Alabama. Any dispute arising out of this RFP shall be brought in the state of Alabama, with venue in Montgomery County, Alabama. Suppliers agree to comply with all applicable federal and state laws and regulations.

Per the current FPPM (Fiscal Policy and Procedures Manual): Non-appropriation and Proration (Section 41-4-144(c)).

**Fiscal Policy Procedures**

When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be cancelled, and, to the extent permissible by law, the supplier shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract. To the extent permissible by law, this cost of cancellation may be paid from any appropriations available for that purpose.

In the event that proration of appropriated funds from which the State is to pay the supplier is declared by the Governor pursuant to Section 41-4-90 of the Code of Alabama, the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract to extend or change payment terms or amounts, or terminating the contract. In all circumstances, it is agreed that the terms and commitments of this contract shall not constitute a debt of the State of Alabama in violation of Section 213 of the Constitution of Alabama, as amended.”

**4.2 Immigration**

The proposal must contain a statement that the supplier is aware of and in compliance with the requirements of the Beason-Hammon Alabama Taxpayer and Citizen Protection Act; a statement that the supplier is enrolled in the E-Verify as required by Section 31-13-9 (b), Code of Alabama 1975, as amended:

**BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT**

**COMPLIANCE**

**The Beason-Hammon Alabama Taxpayer and Citizen Protection Act (31-13-1 et seq, Code of Alabama, 1975, as amended by Act 2012-491) regulates illegal immigration in the state of Alabama. All contracts with the State or any political subdivision thereof must fully comply with each provision as provided by law.**

A proposal must include a statement that the supplier has knowledge of this law and is in compliance. Before a contract is signed, the supplier awarded the contract must submit a Certificate of Compliance using the form at Appendix A. E-Verify enrollment can be accomplished at the website of the United States Department of Homeland Security at [U.S. Department of Homeland Security](http://www.dhs.gov/e-verify).

See Section 10 for additional language required by Section 10(k) of the Act to be included in the contract.

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**4.3 Conflict of Interest**

The supplier attests that no employee, officer, or agent of the supplier shall participate in the selection, award, or administration of a contract if a real or apparent conflict of interest may be involved. A conflict would arise when the employee, officer, agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in the organization selected for an award. The officers, employees, and agents of the supplier, if selected as the career planning system supplier, shall neither award nor offer gratuities, favors, nor anything of monetary value from suppliers or subcontractors.

**4.4 Discrimination**

**Alabama Non-Discrimination Statement:**

No person shall be denied employment, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any program or activity on the basis of disability, gender, race, religion, national origin, color, age, genetic information, or any other category protected under the law. Ref: Sec. 1983, Civil Rights Act, 42 U.S.C.; Title VI and VII, Civil Rights Act of 1964; Rehabilitation Act of 1973, Sec. 504; Age Discrimination in Employment Act; the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008; Equal Pay Act of 1963; Title IX of the Education Amendment of 1972; Title II of the Genetic Information Nondiscrimination Act of 2008. Title IX Coordinator, P.O. Box 302101, Montgomery, Alabama 36130-2101 or call (334) 694-4717.

**4.5 Artificial Intelligence (AI) Systems**

**AI Model Development and Use Attestation:**

The proposal shall include a written statement attesting to the following:

- a. Pretrained AI System: The AI System to be provided in the performance of this RFP has been pretrained.
- b. Responsibility in AI System Development: The supplier used all responsible measures necessary during the development of the AI System to be provided in the performance of this RFP.
- c. Human-in-the-Loop AI System Training: A human-in-the-loop approach was used, wherever possible, in training the AI System, ensuring human oversight and intervention were integral parts to the AI System training process.
- d. Unbiased Data Selection and Algorithm Development: The process of data selection for AI System training was conducted in an unbiased manner, wherever possible, adhering to the principles of fairness and non-discrimination.
- e. Expected Outcomes: The results produced by the AI System met the expected outcomes as identified and defined by the supplier.

The supplier further attests and agrees that any violation of this subsection will be considered a material breach of this RFP, and may result in its termination, legal action, or both, at the sole discretion of the ALSDE. If the supplier's software solution does not use, contain or incorporate Artificial Intelligence (AI), the proposal shall include a written statement attesting that the software solution does not use, contain, or incorporate any AI.

**Request for Proposal (RFP)**  
**RFP ALSDE 2026-08**  
**Alabama State Department of Education,**  
**Alabama Reading Initiative Section**

**APPENDIX "A"**

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ )

CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by ACT 2012-491)

DATE: \_\_\_\_\_

RE Contract/Grant/Incentive (describe by number or subject):

\_\_\_\_\_ by and between  
\_\_\_\_\_ (Contractor/Grantee) and  
\_\_\_\_\_ (State Agency, Department or Public Entity)

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of \_\_\_\_\_ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535 of the Alabama Legislature, as amended by ACT 2012-491) which is described herein as "the Act."
2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure.

**BUSINESS ENTITY.** Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit.

a. Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, and foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.

b. Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

**EMPLOYER.** Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer. This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

\_\_\_\_ (a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.

\_\_\_\_ (b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, the Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. The Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Name of Contractor/Grantee/Recipient  
By: \_\_\_\_\_  
Its \_\_\_\_\_

The above Certification was signed in my presence by the person whose name appears above, on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

WITNESS: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Witness