



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
 State Superintendent of Education

September 19, 2022

Alabama
 State Board
 of Education

TO: Textbook Publishers and Representatives

Governor Kay Ivey
 President

We are hereby extending an invitation to bid on high-quality instructional materials for state adoption for English Language Arts (ELA) Grades K-3. Comprehensive and supplementary textbooks for these subject areas may be bid. A textbook is defined as systematically organized materials, such as hardbound books, softcover books, or technology-based programs, comprehensive enough to cover the primary objectives outlined in the standard course of study for grade or course. Definitions for comprehensive and supplementary materials are included in this packet.

Jackie Zeigler
 District I

Tracie West
 District II
 President Pro Tem

Instructional materials are some of the most important tools that educators use in the classroom to enhance teaching and student learning. It is vital that they fully align to state standards as well as be of high quality, if they are to provide meaningful instructional support for educators and students. The purpose of the state textbook review process is to provide local districts and schools support via state-level reviews in identifying high-quality instructional materials.

Stephanie Bell
 District III

Yvette M. Richardson, Ed.D.
 District IV

To be eligible for Alabama's state review process, publishers must adhere to the non-negotiables found within this informational bid packet. Please review the non-negotiable eligibility criteria and ensure the information is provided to the state textbook office. Correlation with the course of study for English Language Arts should be considered when submitting textbooks for adoption.

Tonya S. Chestnut, Ed.D.
 District V

Cynthia McCarty, Ph.D.
 District VI

Courses of study for the above subject areas can be found by assessing the following link: <https://www.alabamaachieves.org/academic-standards/>. Please scroll down to the English Language Arts header and click on the *2021 Alabama Course of Study: English Language Arts* link.

Bellinda McRae
 District VII

Standards alignment forms from the Alabama State Department of Education will be provided to publishers. The form will require publishers to provide specific evidence of how and where standards are addressed in the textbook. The textbook committee reviewers may use the standards alignment forms to determine the degree to which content found in each textbook is aligned in thoroughness and accuracy to the standards.

Wayne Reynolds, Ed.D.
 District VIII
 Vice President

The State Textbook Office has moved to an electronic submission process. Please submit all bid forms using the read and delivery receipt options. Electronic submissions are to be emailed to textbooks@alsde.edu. All contracts require **two originals** and must be mailed to Dr. Carolyn Jones at the following address:

Eric G. Mackey, Ed.D.
 Secretary and
 Executive Officer

Alabama State Department of Education
Attention: Dr. Carolyn Jones, State Textbook Administrator
3345 Gordon Persons Building
50 North Ripley Street
Montgomery, Alabama 36104

Textbook Publishers and Representatives
Page 2
September 19, 2022

To participate, the Letter of Intent to Bid is due by 5 p.m. Central Standard Time (CST), September 30, 2022. The official bid packet is due by 5 p.m., CST, October 14, 2022.

If you have any questions concerning this adoption process, please contact the State Textbook Office at (334) 694-4768.

Sincerely,



Eric G. Mackey
State Superintendent of Education

EGM:CAJ:PK

LISTING OF SUBJECT AREA BEING CONSIDERED 2022-2023 ADOPTION

ENGLISH LANGUAGE ARTS GRADES K-3

DEFINITIONS

Comprehensive

A comprehensive textbook/program is defined as one that meets the standards of the *2021 Alabama Courses of Study: English Language Arts* and is sufficient to be used as the primary resource for a particular grade or course.

Supplementary

A textbook/program that is used to support and extend the critical elements of a comprehensive textbook/program. A supplementary textbook/program is not sufficient to be used as the primary resource for a particular grade or course.

ALABAMA HIGH-QUALITY INSTRUCTIONAL MATERIALS REVIEW PROCESS SUBMISSION NON-NEGOTIABLES FOR ENGLISH LANGUAGE ARTS K-3

To be eligible for the state instructional review process, minimum criteria must be met and important information provided. Please review the **non-negotiable** publishers' eligibility criteria below. All publishers are required to adhere to the criteria established and prepare resources accordingly and submit to the state textbook office.

1. Instructional materials submitted must be aligned to the Alabama Course of Study for English Language Arts (ELA) Grades K-3.
2. Instructional materials must be available for review online or in a digital format, when applicable.
3. Username(s) and password(s) are created and active for online access by reviewers and the public throughout the entire state and local adoption process.
4. Instructional materials must be closely aligned with the Science of Reading which develops foundational reading skills for students in grades K-3. **(Submissions for ELA K-3 only)**
 - a. Scientifically-based reading instruction, multisensory language instruction, including oral language development, phonological awareness, phonics instruction that includes decoding and encoding, fluency, writing, vocabulary, and comprehension, and the *2021 Alabama Course of Study: English Language Arts* standards.
 - b. "In Kindergarten through Grade 3, the standards focus on essential foundational skills needed to support literacy development. Standards are written in a way that promotes direct, explicit, systematic, sequential, and cumulative instruction with extensive practice in these essential foundational skills: oral language, concepts of print, phonological and phonemic awareness, phonics (decoding), fluency, vocabulary, comprehension, and writing (including encoding). Reading standards, which incorporate reading and responding to multiple types of texts in various ways, start in Kindergarten and continue throughout the grades. Grades K-3 standards encompass all components of grade-appropriate proficient reading, from decoding words to adding literacy knowledge, building and accessing background knowledge, understanding language structures, and using verbal reasoning." (The *2021 Alabama Course of Study: English Language Arts*)

5. Completion of the June 2022 version of the Curriculum Evaluation Tool provided by the Reading League. **(Submissions for ELA K-3 only)**
 - a. Complete: [Curriculum Evaluation Tool provided by The Reading League](#) including:
 - i. Explanation or justification of how the program is grounded in the science of reading.
 - ii. Specific K-3 examples of each designated green flag in the tool.

The Completion of the Curriculum Evaluation Tool can be vetted through the Literacy Task Force Review Process previously conducted for publishers submitting materials.

or

Publishers who did not submit materials previously through the above process may complete the Curriculum Evaluation Tool and submit the information electronically to textbooks@alsde.edu. In addition, program materials, resources, and curriculum will be subject to review by the Literacy Task Force and/or Alabama State Department of Education.

SPECIFIC DISQUALIFIER FOR REVIEW OF K-3 ELA MATERIAL:

- If the theoretical basis is not grounded in the science of reading and/or utilizes the Three Cueing System Model of Reading or Visual Memory as the primary basis for teaching word recognition, it shall be disqualified as cognitive science refutes its benefit in foundational reading skills acquisition.
- If a program is submitted and the *Curriculum Evaluation Tool* indicated instructional practices were not aligned with the science of reading, it shall be disqualified as cognitive science refutes its benefit in foundational reading skills acquisition.

******The Alabama Literacy Act states that each local education agency shall offer a comprehensive core reading program to all students based on the science of reading which develops foundational skills.***

LETTER OF INTENT TO BID

(Must be received electronically at textbooks@alsde.edu by 5 p.m. on September 30, 2022)

DATE: _____

Dr. Eric G. Mackey
State Superintendent of Education
c/o State Textbook Office
Alabama State Department of Education
Post Office Box 302101
Montgomery, Alabama 36130-2101

Dear Dr. Mackey:

This letter is to inform you that the company listed below will submit a bid and will participate in the 2022-2023 Alabama adoption of textbooks for the following subject areas: English Language Arts K-3

COMPANY _____

ADDRESS _____

Post Office or Street Address

City

State

Zip Code

EMAIL _____

PHONE NUMBER _____ FAX NUMBER _____

NAME OF OFFICIAL _____

TITLE OF OFFICIAL _____

SIGNATURE OF OFFICIAL _____

**REGISTRATION OF REPRESENTATIVES OF PUBLISHERS
DUE SEPTEMBER 30, 2022**

COMPANY:

**CONTACT PERSON FOR BIDS
AND CONTRACTS:**

Name:
Title:
Address:

Telephone:
Fax:
Email:

PERSONS AUTHORIZED TO REPRESENT COMPANY IN CONNECTION WITH THE 2022-2023 ADOPTION:

Name:
Title:
Address:

Name:
Title:
Address:

Telephone:
Fax Number:
Email:

Telephone:
Fax Number:
Email:

Name:
Title:
Address:

Name:
Title:
Address:

Only the representatives named above have been authorized to represent the company in any capacity in connection with the **2022-2023** adoption of high-quality instructional materials in Alabama. Notification will be given immediately for any additional person or persons who may be authorized to represent the company.

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

**BID DEPOSIT FORM
2022-2023 ADOPTION OF TEXTBOOKS**

PUBLISHING COMPANY _____

Check Number: _____ Amount: _____

Notice of receipt and deposit of check should be sent to the person designated below:

Name: _____

Telephone Number: _____ Fax Number: _____

Return Warrant (Check) should be made payable to the company name given below and mailed to the attention of the person designated at the following address:

Company Name: _____

Attention of: _____

Address: _____

Post Office or Street Address

City

State

Zip

Signature of Official of Company _____

IMPORTANT: Please attach *Form W-9, Request for Taxpayer Identification Number and Certification.*

For Alabama State Department of Education Use Only

Signed: _____
State Textbook Office

Date Check Received

Signed: _____
Accounting, Alabama SDE

Date Check Deposited

Signed: _____
Accounting, Alabama SDE

Date Return Warrant Mailed

**BID FORM COVER SHEET
2022-2023**

Publisher: _____ **Date:** _____

Address: _____ **Email:** _____

_____ **Phone:** _____

In compliance with the advertisement of the State Board of Education for furnishing textbooks to the state of Alabama for a six-year period beginning **June 1, 2023**, and ending **May 31, 2029**, the textbooks described on the attached sheet are offered at the prices given on condition that, in the event of contract award, all textbooks of the titles listed delivered to the state of Alabama under the terms of this contract shall be manufactured in accordance with the Official Minimum Manufacturing Standards and Specifications set by the National Association of State Textbook Administrators and adopted by the Alabama State Board of Education except where conformity is impossible because of United States Government directives. In the event conformity is made impossible because of Federal restrictions, the textbooks shall conform in all other respects. Cash or certified check has been deposited with the Treasurer of the state of Alabama in the amount required by law for this bid. The required bond will be furnished to guarantee compliance with any contract that may be awarded this company. It is certified that the maximum price bid to the State Board of Education f.o.b. county or city board of education, after all discounts have been deducted, for any books to be used in the public schools of this state does not exceed the minimum price at which each textbook is sold at the publisher's publishing house after all discounts have been deducted. It is also certified that each textbook bid shall not be sold to pupils in Alabama at a retail price to exceed an increase of 15% of the wholesale price listed.

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

Sworn to and subscribed before me this
 _____ day of _____ 20____.

My commission expires _____

ALABAMA STATE DEPARTMENT OF EDUCATION

SHIPPING AND DELIVERY INSTRUCTIONS

SAMPLES TO ALABAMA STATE DEPARTMENT OF EDUCATION

Deadline is November 11, 2022

Shipping Address: State Textbook Office
Alabama State Department of Education
P-305, Gordon Persons Building
50 North Ripley Street
Montgomery, AL 36104-3833

IMPORTANT: INSIDE DELIVERY IS NOW REQUIRED

- If shipments do not designate inside delivery, samples will not be accepted.
- Samples sent by freight **will not** be received at the loading dock of the Gordon Persons Building.
- Pallets of boxes containing samples must be hand delivered to P-305.

For further instructions, please contact Cindy Gillespie, Office of Operations (334) 694-4606

PACKING INSTRUCTIONS FOR ALABAMA STATE DEPARTMENT OF EDUCATION SAMPLES

There are no set requirements for packing samples for delivery to the Alabama State Department of Education. However, keep in mind that your representatives will be responsible for moving and unpacking boxes from the hall of the third floor of the Gordon Persons Building to the adjacent room where samples will be displayed. It is suggested, therefore, that you label the boxes clearly and keep the weight of boxes between 25 to 50 lbs. **Representatives will be responsible for breaking boxes down, so they are flat for proper disposal. Shelving dates are from Monday, November 14-Thursday, November 17, 2022.**

2022-2023 STATE TEXTBOOK ADOPTION TIMELINE

English Language Arts K-3

September 19, 2022	Email Bid Packet to Publishers
September 30, 2022	Intent to Bid Form/Registration of Representatives of Publishers Due to Alabama State Department of Education (ALSDE)
October 14, 2022	Remaining Bid Forms Due to ALSDE
November 11, 2022	Textbooks Due to ALSDE
November 14-17, 2022	Publisher Shelving Date
December 2, 2022	Textbook Samples Due to Committee Members/Library Sites
December 5, 2022	Orientation for Committee Members
December 6-9, 2022	Publisher Presentations (Participation is not daily for committee members)
January 10-12, 2023	Committee Review Session
January 17- 19, 2023	Committee Review Session
February 9, 2023	Alabama State Board of Education Work Session <ul style="list-style-type: none">• Resolution to Receive Textbook Recommendations (unofficial)• Committee Chairperson Presents Overview of Textbooks Adoption Selection Process/Final Resolution
March 9, 2023	Alabama State Board of Education Meeting: <ul style="list-style-type: none">• Receive Textbook Recommendations/Set Formal Public Examination Period (30)
April 13, 2023	Alabama State Board of Education Meeting: Final Adoption of Textbook Recommendations (Resolution)
May 11, 2023	State Textbook Contracts Due to the ALSDE

ALABAMA STATE DEPARTMENT OF EDUCATION

2022-2023 TEXTBOOK ADOPTION

STATEMENT OF ANCILLARY MATERIALS PROVIDED

AT NO CHARGE TO ALABAMA SCHOOL SYSTEMS

It is hereby certified that from this date forward through the duration of the proposed contract period (June 1, 2023, through May 31, 2029), the same free or discounted ancillary items and/or services offered to any local board of education, or any public school shall be offered to all Alabama local boards of education or schools under the same or similar circumstances.

This statement is a part of the official bid and shall be made a part of the contract with the state of Alabama if said bid is accepted.

Signature: _____

Publisher: _____

Date: _____

Sworn to and subscribed before me this

_____ day of _____ 20 ____ .

My commission expires _____

ALABAMA STATE DEPARTMENT OF EDUCATION

SAMPLING INSTRUCTIONS – 2022-2023 ADOPTION

Alabama State Department of Education (Please See Shipping Instructions)

Traditional Textbook Programs:

Two student textbooks
One student module (kit-based programs)
One teacher edition
One copy of other items bid such as kits,* big books, workbooks, tests, etc.
Do not send any item(s) not bid with a state contract price.

Technology-Based Programs:

One copy of entire program, including student, teacher, and accompanying materials bid. If the program comes in more than one format, send all formats.

State Textbook Committee (Upon Request Only – Member Preference)

Traditional Textbook Programs:

One student textbook
One student module (kit-based programs)
One teacher edition
One copy of ancillary items such as workbooks, tests, etc.
Do not send any item(s) not bid with a state contract price.

Technology-Based Programs:

One copy of student material. If the program comes in more than one format and each format is identical, send the easiest format to review.

Library Sites

Traditional Textbook Programs:

One student textbook
One student module (kit-based programs) to all library sites.
Do not send any item(s) not bid with a state contract price.

Technology-Based Programs:

One copy of student material. If the program comes in more than one format and each format is identical, send the easiest format to review.

*For kits that accompany a textbook, samplers will be accepted. **If kits are duplicated from grade to grade, please send only one kit.** If further clarification is needed, please contact the State Textbook Office at telephone number (334) 694-4768 or by email at cajones@alsde.edu.

ALABAMA STATE DEPARTMENT OF EDUCATION

INSTRUCTIONS FOR COMPLETING BID FORM – 2022-2023

BID FORM COVER SHEET

The *BID FORM COVER SHEET* is in Microsoft Word 2019. A hard copy should be printed, signed, notarized, and included with the hard copy of the *TEXTBOOKS AND ACCOMPANYING MATERIALS*.

TEXTBOOKS AND ACCOMPANYING MATERIALS

The *TEXTBOOKS AND ACCOMPANYING MATERIALS* portion of the bid form is for listing the ***item(s) that you are bidding for state contract price for six years***. The form provided is in Microsoft Excel 2019. The font used for text entered is Arial. There are separate sheets for submitting for comprehensive and supplementary materials. ***Textbooks/programs should be bid in the best subject area one time only***. Please enter the titles bid on the proper sheet. Pages will break automatically, and the subject area and headings will repeat at the top of the page when printed. Hard page breaks may be inserted where desired. Please ***do not*** change margin settings or width of columns.

The series (if applicable) should be entered on the first line in normal title case. The title should then be entered two lines below the series in ALL CAPS. If the title of a textbook is longer than the space provided, please increase the height of that particular row. This may be done by selecting the row, going to format, then to row height, and adjusting accordingly. One line is already adjusted to a row height of 18. Two lines should be adjusted to a row height of 32, three lines to 44, four lines to 56, and five lines to 68. ***Please keep the title in one cell.***

If you are submitting several titles for one of these subject areas which are not part of a series, you may list them on one page.

List below the title any accompanying workbooks, teacher editions, etc. in lower title case and indent with the increase indent feature of EXCEL. Please remember to provide all information requested for each of these items. If an item accompanies two books or more, list under the last title. ***Important: Please do not list any textbook or item more than one time.***

Technology-based programs and items should be submitted in the same manner as a textbook.

ISBN-10 or ISBN-13 may be used. The space allowed will accommodate both. If an ISBN is not available, the number may be submitted at a later date.

STATEMENT OF ANCILLARY MATERIALS

This statement is a part of the official bid and shall be made a part of the contract with the state of Alabama if said bid is accepted. ***Failure to include this properly completed form by the bid deadline will result in your bid not being accepted.***

PLEASE MAKE YOUR BID FORM AS CLEAR AS POSSIBLE

**ALABAMA STATE DEPARTMENT OF EDUCATION
DEADLINES AND REGULATIONS
2022-2023 TEXTBOOK ADOPTION**

1. **INTENT TO BID FORM AND REGISTRATION OF REPRESENTATIVES OF PUBLISHER (FORM T-1) – DEADLINE IS 5 P.M. (CST), SEPTEMBER 30, 2022.** Forms shall be submitted electronically to Dr. Carolyn Jones at textbooks@alsde.edu. Every person representing a publisher in any capacity during this adoption shall be listed on FORM T1.

2. **ALL BID FORMS – DEADLINE IS 5 P.M. (CST), OCTOBER 14, 2022.**

Bids shall be submitted electronically to Dr. Carolyn Jones at textbooks@alsde.edu marked "OFFICIAL BID FOR FURNISHING TEXTBOOKS FOR USE IN THE PUBLIC SCHOOLS OF ALABAMA." The forms are as follows:

Bid Form - Cover Sheet
Bid Form - Textbooks and Accompanying Materials
Bid Form - Statement of Ancillary Materials

Instructions for completing each form are enclosed. Each form must be provided as part of the bid package. **Failure to include all properly completed forms by the bid deadline will result in your bid not being accepted.**

3. **DEPOSIT WITH STATE TREASURER, FORM T-2 AND FORM W-9 – RECEIPT OF DELIVERY DEADLINE IS October 14, 2022.**

The law requires that each publisher deposit with the State Treasurer a sum of money in the amount of \$500 for each textbook or series offered for adoption. However, the maximum deposit shall not exceed \$2500. **The check may be a company check, cashier's check, or certified check and should be made payable to the Alabama State Department of Education (ALSDE).** Please mail check, FORM T-2, BID DEPOSIT FORM, to the State Superintendent of Education, c/o State Textbook Office, Alabama State Department of Education, Post Office Box 302101, Montgomery, AL 36130-2101 (Street Address: Room 3345, Gordon Persons Building, 50 North Ripley Street, Montgomery, AL 36104-3833).

Please note procedures:

1. Checks will be deposited to an account with the State Treasurer by the ALSDE.
2. Deposit of unsuccessful bidder will be refunded promptly upon rejection of bid with issuance of a state warrant (check) for the deposit amount.
3. Deposit of successful bidder will be held pending the execution of contract and required bond. It will be forfeited to the Alabama State Department of Education as the law directs should the bidder fail or refuse to execute contract and required bond. When a fully executed contract has been completed, a warrant (check) for the deposit amount will be issued back to the publisher.
4. Publishers must submit a *Form W-9, Request for Taxpayer Identification Number and Certification*. This form is available at the following link: [Vendors Self Registration](#).

4. **OFFICIAL COPIES OF TEXTBOOKS SUBMITTED TO ALSDE – DEADLINE FOR RECEIPTS 5 P.M. (CST), NOVEMBER 11, 2022.**

Two student editions and one teacher edition of each textbook submitted for adoption should be filed with the State Superintendent of Education with the identification “OFFICIAL COPY OF TEXTBOOK SUBMITTED FOR ADOPTION” on the outside cover. One sample of each workbook, big book, and/or teaching aid on which a bid is made should also be filed. Page proofs **will not** be accepted. Do **not** send any textbook(s) or accompanying material(s) to the Alabama State Department of Education that have not been bid as a state contract price item.

NOTE: Each company will be required to send a representative to Montgomery to unbox and shelve samples during the week of November 14, 2022. Sample Textbooks must be delivered to 50. N. Ripley St. P-305, Montgomery, AL 36104

5. **OFFICIAL COPIES TO MEMBERS OF THE STATE TEXTBOOK COMMITTEE – DEADLINE FOR RECEIPT IS 5 P.M. (CST), DECEMBER 2, 2022.**

Sample copies of textbooks and accompanying materials bid for adoption **could** be required by each of the 23 State Textbook Committee members. The number of samples to be shipped will be dependent on committee member preference. Official samples must be received no later than 5 p.m. (CST), on **December 2, 2022.** Page proofs **will not** be accepted. Be sure to follow the enclosed directives for packing samples. Do **not** send any textbook(s) or student item(s) to committee members that have not been bid as a state contract price item. **Note:** If the final textbook is not available, a reviewable format may be submitted. Examples of acceptable reviewable formats are manuscripts in bound book form, manuscript on CD, or online viewable content. Final format is due the week of the assigned publisher hearing date.

6. **OFFICIAL COPIES FOR PUBLIC VIEWING (LIBRARY SITES) – DEADLINE FOR RECEIPT IS 5 P.M. (CST), December 2, 2022.**

One student edition of each textbook bid for adoption will be displayed in ten libraries for viewing by citizens in Alabama. A listing of the library sites is included or may be located on our website at <https://www.alabamaachieves.org/content-areas-specialty/textbook-adoption-and-procurement/> under the heading **Adoption Process - Forms**. Page proofs **will not** be accepted. Official samples must be received no later than 5 p.m. (CST), on **December 2, 2022.** Be sure to follow the enclosed directives for packing samples. Do **not** send any student textbook(s) or student items(s) that have not been bid as a state contract price item.

7. ***ALIGNMENT TO THE COURSE OF STUDY STANDARDS – SUBMIT ONE HARD COPY TO THE ALSDE BY NOVEMBER 11, 2022. THE SAME DAY SAMPLES ARE DUE TO THE ALSDE.***

Standards alignment forms from the Alabama State Department of Education will be provided to publishers which will require publishers to provide specific evidence of how and where the standards are addressed in the textbook. The textbook committee reviewers may use the standards alignment forms to determine the degree to which content found in each textbook is aligned in thoroughness and accuracy to the standards.

8. ***OFFICIAL MINIMUM MANUFACTURING STANDARDS AND SPECIFICATIONS FOR TEXTBOOKS DEADLINE IS NOVEMBER 11, 2022.***

Textbooks offered for adoption shall meet or exceed the Official Minimum Manufacturing Standards and Specifications for Textbooks as set forth by the National Association of State Textbook Administrators.

A properly executed copy of FORM B, STATEMENT OF PUBLISHER SUBMITTING BOOKS FOR ADOPTION AND WARRANTY OF PUBLISHER, and/or FORM M, STATEMENT OF PUBLISHER SUBMITTING ELECTRONIC MEDIA FOR ADOPTION, must be sent to the State Superintendent of Education, c/o State Textbook Office, Alabama State Department of Education, Post Office Box 302101, Montgomery, AL 36130-2101. (Street Address: Room 3345, Gordon Persons Building, 50 North Ripley Street, Montgomery, AL 36104-3833). The required form(s) may be located by assessing the following link: <https://www.alabamaachieves.org/content-areas-specialty/textbook-adoption-and-procurement/> FORM B is not desired at this time for workbooks.

9. ***FINAL DATE FOR WITHDRAWAL OF TEXTBOOK BID – DEADLINE IS DECEMBER 5, 2022.***

The final date for withdrawal of a textbook bid for adoption is **December 5, 2022**. An exception to this regulation can be made only if the publisher can provide a valid reason for withdrawal and certifies that the textbook will not be marketed in Alabama.

10. ***DATE FOR SUBMISSION OF NATIONAL INSTRUCTIONAL MATERIALS ACCESSIBILITY STANDARD (NIMAS) – DEADLINE IS APRIL 13, 2023.***

Alabama has chosen to “opt in” and adopt the National Instructional Materials Accessibility Standard (NIMAS). Therefore, publishers will be required to submit textbooks and related core curriculum materials to the National Instructional Materials Access Center (NIMAC) as a NIMAS-conformant file set.

For the purpose of NIMAS, a **textbook** is defined as the printed tool of instruction used in the classroom and **related core materials** are printed materials, other than textbooks, designed for use by students in the classroom in conjunction with a textbook. Please note that a statement has been added to the state textbook contract (see Item Number 12). The deadline for submitting NIMAS files to NIMAC is **April 13, 2023**, the same date the signed state textbook contract will be due.

11. STATE TEXTBOOK CONTRACT.

If textbooks bid by your company are adopted by the State Board of Education, your company will be required to sign an original contract and provide a \$5,000 performance bond. Please note that a statement regarding NIMAS has been added to the contract. The signed state contract will be due on **April 13, 2023**. ***No changes to the terms of the contract will be permitted.***

13. OFFICIAL EXAMINATION COPIES TO LOCAL BOARDS OF EDUCATION.

Successful bidders shall furnish all county and city boards of education with a minimum of one sample copy of each textbook adopted by the State Board of Education for use in evaluation by local textbook committees for local adoption by each school system.

14. STATE TEXTBOOK LAW.

A copy of the State Textbook Law, *Code of Alabama, 1975*, §16-36-60 through §16-36-70, which became effective on July 1, 1998, is available upon request from the State Textbook Office, or you may access it by going to the Alabama Legislature's Website (www.legislature.state.al.us).

LIBRARY SITES FOR PUBLIC REVIEW OF TEXTBOOKS

<i>Library</i>	<i>Care of:</i>
<p>Mervyn-Sterne Library University of Alabama - Birmingham 917 13th Street, South Birmingham, AL 35205</p> <p>Library Hours 7:30am – 10:00pm (Daily) 1:00am – 5:00pm (Sat) 1:00am – 10:00pm (Sun)</p>	<p>Dana Hettich, Librarian (205) 934-6360 e-mail: dhettich@uab.edu</p>
<p>Library Troy University Dothan Post Office Box 8368 502 University Drive (Zip Code 36303) Dothan, AL 36304</p> <p>Library Hours 8:00am – 8:00pm (Mon/Tues) 8:00am – 6:00pm (Wed/Thurs) 8:00am – 12:00noon (Fri)</p>	<p>Olga Casey, Director (334) 983-6556, Ext. 1 320 e-mail: oknyaz@troy.edu</p>
<p>Library Wallace Community College in Hanceville 801 Main Street, NW Post Office Box 2000 Hanceville, AL 35077</p> <p>Library Hours 7:30am – 9:00pm (Mon-Thurs) 7:30am – 2:00pm (Fri) 8:00am – 4:00pm (Sat)</p>	<p>Lisa Hullett, Head Librarian (256) 352-8267 e-mail: lisa.hullett@wallacestate.edu</p>
<p>M. Louis Salmon Library University of Alabama - Huntsville 300 Sparkman Drive, NW Huntsville, AL 35899</p> <p>Library Hours 7:30am – 10:30pm (Mon-Thurs) 7:30am – 8:00pm (Fri) 12:00pm – 6:00pm (Sat) 1:00pm – 10:00pm (Sun)</p>	<p>David P. Moore, Director (256) 824-6540 e-mail: david.moore@uah.edu</p>

Library

Care of:

Houston Cole Library
Jacksonville State University
700 Pelham Road, N.
Jacksonville, AL 36265

Debrah Fragoso, Librarian
(256) 782-5248
e-mail: dfragoso@jsu.edu

Library Hours

7:30am – 11:00pm (Mon-Thurs)
7:30am – 4:30pm (Fri)
9:00am – 5:00pm (Sat)
3:00am – 11:00pm (Sun)

South Alabama Research & Inservice Center
75 South University Boulevard
UCOM 3850 Mobile, Alabama 36608

Stephanie Hulon, Director
(251) 380-2741
E-Mail: sihulon@southalabama.edu

Library Hours

8:00am – 5:00pm (Mon-Friday)
Closed Saturday & Sunday

Library
Coastal Alabama Community College(
30755 Highway 43 South
Thomasville, AL 36784

Alisha Linam, Library
251) 575-8271
alisha.linam@coastalalabama.edu

Library Hours

7:30am – 5:00pm (Mon-Thurs)
7:30am – 1:30pm (Fri)
Closed Weekends & Holidays

McLure Library
The University of Alabama
918 University Boulevard
Tuscaloosa, AL 35487

Benita Strnad, Librarian
(205) 348-1507
e-mail: bstnrnad@ua.edu

Library Hours

7:30am – 10:00pm (Mon-Thurs)
7:30am – 5:00pm (Fri)
Closed Saturday
1:00pm – 10:00pm (Sun)

Opelika Public Library
1100 Glenn Street
Opelika, Alabama 36801

Laurie Hackney, Assistant Director
(334) 705-5380
email: lhackey@opelika-al.gov

Library Hours

8:30am – 7pm (Mon -Thurs)
8:30am – 5:30pm (Fri/Sat)

Library

Care of:

Collier Library
University of North Alabama
One Harrison Place
Florence, AL. 35632

Library Hours

7:00am – 1:00am (Mon-Thurs)
7:00am – 7:00pm (Fri)
11:00am – 7:00pm (Sat)
2:00pm – 1:00am (Sun)

Kim Oakley, Librarian
(256) 765-4821
email: koakley@una.edu

*Please call for summer hours