

REQUEST FOR PROPOSALS (RFP)  
RFP # SPED-2019-10

**New Hampshire Accessible Educational Materials (NHAEM)  
Family and Student Resource**

The deadline for receipt of Inquiries was 4:00pm, Wednesday, July 3, 2019

The New Hampshire Department of Education (**Department**) will address written inquiries received by the deadline and if they are determined to be vital to the competitive bidding process, a written response will be sent no later than five (5) working days after the deadline. In addition, any modifications to the specifications contained in the RFP shall be made, in writing, by the Department immediately following the deadline for receipt of inquiries and no other changes will be entertained after that date.

Q. Services to be Provided 2.5 second arrow reads "Ensure signed agreements regarding responsibilities are consistent with current State and Federal policies, procedures and practices". Is there an expectation that this proposal include the development and implementation of signed agreements related to accessible materials? And if so, is there additional guidance around this?

A. IDEA and NIMAS require signed agreements at the local districts regarding accessibility for print disabilities.

Q. Services to be Provided 2.7 reads "Explore potential root causes for delays". What is this in reference to? Root causes in delays to provide accessible materials?

A. Children are not receiving their materials in a timely manner.

Q. In 7.1.1 Significance of Proposal it references "reviewing a letter of intent". A letter of intent is not referenced anywhere else in the RFP. Is an applicant expected to submit a letter of intent and if so, by when?

A. 7.1.1. doesn't request a letter of intent.

Q. Page 5 – Services to be Provided

See numbering error (2.8 back to 2.4) – on the 2<sup>nd</sup> 2.8 "Design a marketing plan that includes online modules, video shorts and social media that inform the public about specific practices and examples that highlight publicity the application of the deaf education guidelines and how they improve outcomes for students, who are blind or visually impairs" Please confirm it was intended to reference the "deaf education guidelines" or should this be accessibility guidelines or something else?

A. This is a typo.