

**Entity Name:** South Dakota State Government

**Event Number:** 8754

**Event ID:** 23RFP8754

**Event Name:** MTSS RTI Online Training Modules

**Requested By:** Missy Schuetzle

**Created By:** Missy Schuetzle

**Due By Date:** 06/14/2023 05:00 PM Central Time

**Q&A Cutoff Date:** 05/17/2023 10:58 AM Central Time

**Invitation Type:** Invitation Only

**Assigned Commodities:** 207-32 Computer Instructional Aids and Training Devices; 918-38 Education and Training Consulting

**Allow Supplier Terms and Conditions:** No

**Public Responses:** No

**Display Awardee:** Display

**Posting Board Status:** Published

**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - 23RFP8754**

"Response to Offeror's Questions" document attached.

Do not submit responses through ESM Sourcing as this is for informational purposes only. Please download the attached RFP document and attachments and follow submittal instructions.

1. General Information

1.1 Purpose of this Request for Proposal ("RFP")

The South Dakota Department of Education's Division of Special Education and Early Learning ("State") seeks a qualified vendor to provide professional services on behalf of the State of South Dakota ("Consultant") for the purpose of developing online training modules for South Dakota's Multi-Tiered System of Support – Response To Intervention (MTSS RTI) Initiative as further specified in Section 2 below.

The Consultant will review all requirements of the RFP and provide a proposal by the deadline listed below. The Consultant will also provide supporting documentation on qualifications and experience to the State.

1.2 Schedule of Activities

RFP Publication	May 17, 2023
Deadline for Submission of Written Inquiries	May 31, 2023 by 5:00 PM CT
Responses to Consultant Questions	June 7, 2023 by 5:00 PM CT
<b>Proposal Submission Deadline</b>	<b>June 14, 2023 5:00 PM CT</b>
Anticipated Award /Contract Negotiation	June 28, 2023
<b>Contract Start Date</b>	<b>July 2023</b>

1.3 Proposal Submission

All proposals must be completed and received by the date and time indicated in the Schedule of Activities.

**Proposals received after the deadline will be late and ineligible for consideration.**

An original and two (2) copies of the proposal shall be submitted. In addition, the Consultant shall provide one (1) copy of their entire proposal, including all attachments, in Microsoft Word or PDF electronic format. Consultants shall enclose the electronic copy with their mailed response and may not send the electronically copy of their proposal via email.

All proposals must be signed, in ink, by an officer of the responder, legally authorized to bind the responder to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope must be marked with the appropriate RFP Number and Title. The words "Sealed Proposal Enclosed" must be prominently denoted on the outside of the shipping container. Proposals must be addressed and labeled as follows:

**REQUEST FOR PROPOSAL #23RFP8754**

**BUYER ROCHELLE KENZY**

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**DEPARTMENT OF EDUCATION**  
**800 GOVERNORS DRIVE**  
**PIERRE SD 57501-2235**

Proposals may be modified or withdrawn by the Consultant prior to the established due date and time. No oral, telephonic, telegraphic or facsimile responses or modifications to proposals will be considered.

**1.4 Certification and Qualification**

By signing and submitting this proposal, the Consultant certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation, by any Federal department or agency, from transactions involving the use of Federal funds. Where the Consultant is unable to certify to any of the statements in this certification, the Consultant shall attach an explanation to their proposal.

No proposal shall be accepted from, or no contract or purchase order shall be awarded to, any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State.

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**Terms and Conditions**

**ESM Sourcing Terms**

None

**General Terms and Conditions**

None

**Event Specific Terms and Conditions**

See attached RFP Document and attachments.