Language and Literacy Training
Request for Proposal ("RFP")
For Purchases from approximately July 31, 2023–September 30, 2025

Valley of the Sun United Way ("VSUW"), on behalf of the West Valley Early Childhood Education Consortium, is seeking a vendor(s) to provide training in language and literacy.

VSUW envisions a community where every child, family, and individual is healthy, has a safe place to live, and has every opportunity to succeed in school, in life and in work. As VSUW works with the community as well as corporate and nonprofit partners to implement MC2026, its five-year plan for Mighty Change, VSUW will put all of its efforts toward reaching bold goals for Maricopa County in Health, Housing and Homelessness, Education, and Workforce Development.

Along with others, VSUW seeks to:

• Close opportunity gaps to ensure children read at grade level by 3rd grade and youth are prepared for educational success and employment.
• Remove barriers to ensure everyone in our community is healthy, with a focus on access to food and health care.
• Ensure all can have a safe home to call their own.
• Open pathways to better paying jobs.

This RFP represents an open and competitive process. Proposals must be submitted electronically to atanori@vsuw.org no later than 11:59 PM (Arizona time) on July 25, 2023. Any proposals received after this date and time may not be considered.

A selection decision will be made by July 31, 2023 and notification of selection/non-selection will be sent after that date. Contract terms and conditions will be determined upon selection of a proposal. All contractual terms and conditions will be subject to review and final approval by VSUW and will include scope, budget, schedule, and other necessary items. Submission of a proposal neither guarantees a contract nor guarantees that VSUW will retain your services.
SERVICES REQUESTED

Through this RFP, VSUW is seeking a vendor(s) that can provide the following:

- Training in language and literacy
- In person and virtual coaching
- Family engagement courses and programs
- Administrative training
- Theoretical models from reading science
- Phonology
- Basic and advanced phonics
- Screening and educational diagnostic assessment
- Vocabulary
- Language and reading comprehension
- Writing
- Oral language
- Applies best strategies to practice
- Facilitator training (to build a train the trainer and/or support model)
- Administrative training
- Classroom educator coaching (coaches must have experience and training in the Science of Reading to include but not limited to LETRS training)
- A plan for future purchases to include
  - any discount rates,
  - costs for supplies and/or replacement costs
  - any fees for testing or retesting
  - any additional costs that might occur,
  - partnerships and/or reduced shipping costs

Proposals also should include background information about your organization, and what qualifications you/your organization have in this industry. The costs submitted must be broken down by the types of training(s) and/or coaching and unit cost. Proposals should be no more than four pages in length.

Please provide, in your proposal, all fee/cost information (including any applicable sales tax) for the above-mentioned services. Please recognize that VSUW is a 501(c) (3) organization and is not tax exempt when providing fee/cost information.

At a minimum, VSUW must select a vendor(s) that complies with 2 CFR 200.327; additional contractual terms to this effect will be included in the awarded contract. Vendors also:
- Must be listed on Sam.gov.
- Must be able to bill within 15 days of the request and deliver within 45 days unless mutually agreed upon.
- Must be able to provide quotes within 3 business days.

**SCORING RUBRIC**

VSUW will evaluate submitted proposals based on the following Scoring Rubric. Scoring Rubrics are proprietary and confidential to VSUW and will not be shared or disseminated.

<table>
<thead>
<tr>
<th>Scoring Rubric</th>
<th>Score</th>
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<tbody>
<tr>
<td>Course and training content</td>
<td>30</td>
</tr>
<tr>
<td>Anchored to the Science of Reading and/or supporting adult learners</td>
<td>30</td>
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<tr>
<td>Accessibility (timeliness, delivery model, inventory, contact)</td>
<td>20</td>
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<tr>
<td>Budget (discounts, shipping costs, incentives)</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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For questions, please contact Anna Tanori, atanori@vsuw.org.