

**SULLIVAN COUNTY PURCHASING DEPARTMENT**  
**3411 HIGHWAY 126 – SUITE 201**  
**BLOUNTVILLE, TN 37617-0569**

**Michelle Ramey, CPPO, CPPB**  
**CHIEF DEPUTY PURCHASING AGENT**

**PHONE 423/323-6400**

**FAX 423/323-7249**

[michelle.ramey@sullivancountyttn.gov](mailto:michelle.ramey@sullivancountyttn.gov)

**ADDENDUM NO. 1**

**Date Issued:** February 08, 2024

**Bid Title:** RFQ#934021424(MR) Learning Loss Intervention Program for  
Sullivan County Department of Education

**Re:** Request for Proposals (RFP)

This addendum is issued to answer questions as of 02/08/2024 for RFQ#934021424 (MR) Learning Loss Intervention Program for Sullivan County Department of Education and shall be considered as part of the contract.

1. **Question** – Would you accept high dosage tutoring as a learning loss intervention for this RFP? Or are you specifically looking for curriculum?

**Answer:** No. Tutoring is a program that we already have/support. The district is specifically looking for curriculum.

2. **Question** – The solicitation mentions 80 licenses. How many students will utilize the solution?

**Answer:** 80 students will utilize the licenses at any given time, could be as many as 250 students using the program per year. The district will need 80 concurrent licenses for the program.

3. **Question** – The district mentions content and tutors. Will the district be providing the teacher of record for this program?

**Answer:** Yes.

4. **Question** – Is the district requesting live certified teachers (e.g., a teacher of record) as part of this platform for homebound instruction?

**Answer:** No.

5. **Question** – Is the district defining the videos of professional instruction as the teacher of record for this program?

**Answer:** No.

6. **Question** – What is the expected implementation/ training start date?

**Answer:** As soon as possible. This subscription will initially be March to June 30, 2024. The district may request a renewal subscription from the awarded vendor.

7. **Question** – Will the district require live video tutoring sessions during the school day?

**Answer:** No live videos are expected. Videos should be built to be embedded into the program (with each lesson, unit lesson, and module) as a teaching and learning tool for the students

8. **Question** – For pricing and staffing purposes, what are all desired virtual session ratios and frequency options?

**Answer:** The district does not want live instruction. The program / instruction should be available to students day and night if needed by prerecorded video.

9. **Question** – How will students qualify for tutoring support?

**Answer:** Students will qualify for support based on their success with tier 1 instruction.

10. **Question** – Will all students have access to this program for accelerated learning?

**Answer:** The district will need the ability to control access to the program. Most students will not need the support that will be provided with this program.

11. **Question** – Approximately how many educators are expected to be involved in onboarding the tutoring program?

**Answer:** 15 to 25 teachers and 1 administrator.

12. **Question** – How many students will participate in the referenced large and small learning support and the virtual tutoring group?

**Answer:** It really depends on how many students are in each of the ability levels based on their achievement and abilities. It is difficult to say but it is expected to constantly change as long as the district is working to meet the student needs along the way.

13. **Question** – Does the district prefer tutors with teacher certifications?

**Answer:** Yes, but the district has that program already.

14. **Question** – The district mentions ESSER Funds. What is in the budget for this project?

**Answer:** Award of this RFP will be based on the criteria provided in the solicitation and how well the proposed program meets the needs of the district. The initial program subscription will end June 30, 2024.

15. **Question** – Will the current TN DOE Tutoring Application process impact this solicitation?

**Answer:** No.

16. **Question** – Is the district willing to accept a digital proposal (e.g., email or website loaded)?

**Answer:** No. As per the solicitation, only hard copies of proposals with a copy of on a memory drive are required.

17. **Question** – Would the district be willing to extend the RFP deadline for the proposals?

**Answer:** No. Due to the need to award and provide access to this program to the School Department immediately, the Purchasing Department will not be extending the RFP deadline.

End of Addendum No. 1