



Foundations of Mathematics Assessment
Request for Information
2024

Alabama State Department of Education
Office of Mathematics Improvement
Montgomery, AL

***There will not be a formal proposal opening and this will not result in an award or contract. This is an opportunity for interested entities to present their materials to the Postsecondary Mathematics Task Force through the Office of Mathematics Improvement Section of the ALSDE for a vetting and review process. All material received by ALSDE will be shared with the Postsecondary Mathematics Task Force. Thereafter, it is expected the Postsecondary Mathematics Task Force will submit recommendations to the State Superintendent of Education, Dr. Eric Mackey, and the Alabama State School Board of Education for consideration. All communication must be through the ALSDE contact.**

Glossary:

ATPOs (Alternative Teacher Preparation Organization) – Organizations that are approved to offer post-baccalaureate certification programs in the state of Alabama

Candidates – Individuals completing requirements for certification in the state of Alabama

EPPs (Education Preparation Providers) – Institutions in Alabama approved to offer education preparation programs in the state.

SECTION 1: BACKGROUND AND PURPOSES

Purpose:

The Alabama State Department of Education is seeking submission of information for a *Foundations of Mathematics Assessment*. This assessment, based on the [Standards for Initial Certification](#), will certify that prospective early childhood, elementary, and collaborative education educators possess the requisite knowledge of K-5 mathematics content and pedagogy to provide high-quality instruction for elementary students in Alabama public schools. Vendors shall incorporate questions that synthesize K-5 mathematics content and pedagogy, according to the [Guidance for Elementary Mathematical Preparation of Teachers](#), and similar to the [Mathematical Knowledge for Teaching Released Items](#). The vendor shall provide a sample question bank, including questions from each of the content areas found in the [Standards for Initial Certification](#), and quality training materials to include practice tests, modules, and presentations in a variety of formats designed to prepare individuals to successfully pass the assessment.

This Request for Information (RFI) is not an offer to contract but seeks the submission of interested *Foundations of Mathematics Assessment* providers for the purpose of assisting the Postsecondary Mathematics Task Force in the provision of recommendations to the State Superintendent of Education and Alabama State Board of Education concerning the *Foundations of Mathematics Assessment* in accordance with the [Alabama Numeracy Act](#).

SECTION 2: FOUNDATIONS OF MATHEMATICS ASSESSMENT REQUIREMENTS

Scope of Vendor’s Work and Responsibilities:

- a. Demonstrate experience creating valid and reliable assessments composed of no more than fifty (50) multiple-choice questions in a format similar to the [Mathematical Knowledge for Teaching Released Items](#) to be taken in a two- to three-hour time frame.

NOTE: The Mathematics Knowledge for Teaching Measures contains questions for which the response options include “I’m not sure.” No questions should contain that option on the *Foundations of Mathematics Assessment*.

- b. Demonstrate that the vendor has been in operation for at least 5 years and provide a list of 3 references from users who have given the vendor's assessments.
- c. Demonstrate that the vendor has the infrastructure to successfully manage the creation, development, and rollout of a *Foundations of Mathematics Assessment* along with pretests and support materials.
- d. Provide evidence of alignment with the [Standards for Initial Certification](#).
- e. Demonstrate that the vendor is familiar with the Alabama Numeracy Act and is experienced in working with statewide implementation.
- f. Demonstrate that the vendor has experience complying with established timelines and can work closely and cooperatively with the Director of the Office of Mathematics Improvement to implement and enhance the assessment.
- g. Provide evidence that the vendor has sufficient and reliable technical support and timely customer service.
- h. Demonstrate experience working with college and university partners, and others, including teacher candidates, to provide resources such as study materials in various formats designed to support student success.
- i. Demonstrate ability to provide detailed, timely analysis of the results of the test to the test taker, his/her college, university, or ATPO, and the Alabama State Department of Education.

SECTION 3: OTHER

Materials must be submitted electronically as a single searchable PDF file attachment sent to this email address: OMI@alsde.edu. The document shall be organized into the following sections.

Vendor Contact Information
Vendor Qualifications and Experience
Content/Proposed Test Questions
Cost Proposal

Evaluation Rating Scale

Component
Vendor Contact Information - Include contact information in case questions arise during the review process.
Vendor Qualifications and experience in administering and managing a statewide assessment
Content / Proposed Test Questions <ul style="list-style-type: none">• Content (aligned to Numeracy Standards)• Proposed Questions integrating content and pedagogy according to Guidance for the Mathematical Preparation of Elementary Teachers. See released items from the Mathematics Knowledge for Teaching Measures as examples.
Preparatory Resources
Cost Structure – Anticipated cost per test taker, rationale for anticipated cost

Confidentiality – All information contained in the RFI is considered to be the exclusive property of the ALSDE. Recipients of this RFI are not to disclose any information contained within the RFI unless such information is publicly available. This RFI is provided for the sole purpose of allowing Vendors to respond to these specifications.

Unless provided by law, nothing in this RFI shall be construed to create any legal obligation on the part of ALSDE or any respondents. ALSDE reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue the RFI in whole or in part, at any stage. In no event shall ALSDE be liable to respondents for any cost or damages incurred in connection with the RFI process, including, but not limited to, any and all costs of preparing a response to this RFI or any other costs incurred in reliance on this RFI. No respondent shall be entitled to repayment from ALSDE for any costs, expenses, or fees related to the RFI. All supporting documentation submitted in response to the RFI will become the property of the ALSDE. Respondents may also withdraw their interest in the RFI, in writing, at any point in time, as more information becomes known. If, within the confines of this RFI, the vendor provides intellectual property be it understood that all RFI contents are subject to Open Records Act laws and thus are subsequently in the public domain.

Accessibility and Accommodations – Description of accessibility features and accommodations for teacher candidates in special populations including students with hearing and vision impairments, students with diagnosed learning challenges, and English learners.

Disclaimer Notice – The ALSDE shall not be liable for any costs associated with the preparation of proposals or negotiations of a contract incurred by any party.

This RFI and its terms shall be governed and construed according to the laws of the State of Alabama. Any dispute arising out of this RFI shall be brought in the State of Alabama, with venue in Montgomery County, Alabama. Vendors agree to comply with all applicable federal

and state laws and regulations.

Discrimination

Alabama Non-Discrimination Statement – No person shall be denied employment, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any program or activity on the basis of disability, gender, race, religion, national origin, color, age, genetic information, or any other category protected under the law. Ref: Sec. 1983, Civil Rights Act, 42 U.S.C.; Title VI and VII, Civil Rights Act of 1964; Rehabilitation Act of 1973, Sec. 504; Age Discrimination in Employment Act; the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008; Equal Pay Act of 1963; Title IX of the Education Amendment of 1972; Title II of the Genetic Information Nondiscrimination Act of 2008. Title IX Coordinator, P.O. Box 302101, Montgomery, Alabama 36130-2101 or call (334) 694-4717.

Timelines – Description of the timelines in creating assessment reports for the preservice teacher, the college or university, and the Alabama State Department of Education.

Specific terms and requirements in this Request for Information may be waived or modified by the state of Alabama as it deems necessary and appropriate.

The state has no liability for any costs incurred by a prospective provider for the preparation and production of materials or for any work performed because of this request.

Responders will be notified via email when a formal recommendation report is available for review.

ALSDE does *not* expect to award a contract pursuant to any submission received. Moreover, the ALSDE makes no representation concerning selection, award, or financial support of any proposal.

Only the results of the review may be considered public. Any work papers, individual evaluator or consultant comments, notes, or scores will not be considered public. The final results of the review will not be publicly available until final submission is reported.

The ALSDE reserves the right to reject any and all submissions and to solicit additional submissions if that is determined to be in the best interests of the state of Alabama.

SECTION 4: SUBMISSION DEADLINE

Wednesday, October 16, 2024	Question Responses Due
Wednesday, October 9, 2024.	Question Submission Deadline
Friday, November 1, 2024.	Proposal Submission Deadline

DUE DATE: *Foundations of Mathematics Assessment* materials must be submitted electronically by **3:00 PM CST on November 1, 2024**, to Dr. Karen Anderson at OMI@alsde.edu.