

<b>STATE OF NORTH CAROLINA</b> <b>Department of Health and Human Services</b>	<b>REQUEST FOR INFORMATION NO. 30-26145-DCDEE</b>
<b>Refer <u>ALL</u> Inquiries to:</b> Kathryn Brown Contract Specialist (919) 855-4093 kathryn.brown@dhhs.nc.gov	<b>Due Date:</b> 01/12/2026
	<b>Issue Date:</b> 12/9/2025
	<b>Commodity:</b> 861322 – Educational Support Services
	<b>Using Agency Name:</b> NC Department of Health and Human Services, Division of Child Development and Early Education

**PURPOSE:** The purpose of this Request for Information (RFI) is to survey the market for information and recommendations for a comprehensive, evidence-based, and integrated early childhood curriculum platform. See Executive Summary below for additional details.

**QUESTIONS**

Submit written questions via the Ariba Sourcing Tool by December 16, 2025 by 5:00pm Eastern Time. See Section 2.B for complete instructions for submitting clarification questions.

**DELIVERY INSTRUCTIONS:** Submit **one (1) signed, original** Request for Information (RFI) via the Ariba Sourcing Module. If confidential and proprietary information is contained in your RFI response, submit **one (1) signed, redacted copy** and label the attached file **“RFI-30-26145-DCDEE Vendor Name – REDACTED”**. The RFI response must be submitted prior to the RFI due date provided above. It is the responsibility of the vendor to have their RFI submitted by the specified date and time. See Section 2.C for complete response instructions.

**NOTICE TO VENDOR:**

Submission of a response does not create an offer, and no contract award will result by submitting a response. The State of North Carolina shall not be liable for any costs incurred by respondents in developing or submitting a response to this RFI. No information gathered from this RFI will result in the issuance of a Request for Quote (RFQ).

**EXECUTION**

VENDOR NAME:	E-MAIL:	
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
TYPE OR PRINT NAME & TITLE OF PERSON SIGNING:	FAX NUMBER:	
AUTHORIZED SIGNATURE:	DATE:	

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## **1.0 EXECUTIVE SUMMARY**

North Carolina Department of Health and Human Services (NC DHHS), Division of Child Development and Early Education is in the process of developing plans to purchase a comprehensive, evidence-based, and integrated early childhood curriculum platform. The platform must incorporate an approved curriculum, a formative assessment tool, and a robust family engagement component, all aligned with North Carolina's Foundations for Early Learning and Development.

This Request for Information (RFI) is intended to collect information and recommendations regarding:

### **The vendor's capacity and cost to provide the following:**

1. **Comprehensive Curriculum:** Must be an evidence-based, reading-component-inclusive curriculum, approved by the NC Child Care Commission, that provides digital access to resources, teaching guides, and is explicitly centered around the 38 research-based objectives for development and learning aligning with the North Carolina Foundations for Early Learning and Development.
2. **Ongoing Formative Assessment Tool:** Must be an approved online assessment system that facilitates authentic, ongoing assessment against the 38 research-proven objectives. The tool must capture documentation, allow for leveling of skills, and immediately inform instruction in real-time by offering next-step activities.
3. **Effective Family Engagement Tool:** Must be a comprehensive, strengths-based, and research-based program that leverages video modeling, mobile technology, and family workshops to build powerful partnerships. The solution must support seamless communication and provide meaningful data and tracking related to family engagement efforts.

The State requests detailed point-by-point responses showing how your firm would address the items in the following sections of this RFI:

Section: 1.0 and 1.1

### **1.1 Performance Requirements:**

1. License and Support
  - a. Set-up new NC Pre-K programs and (including contract development day centers) under the Division's license within ten (10) business days of receipt of a purchase order and list of eligible programs and classrooms adding program and sites, and supporting administrators to add classrooms, users, and children. Additional programs may be established as advised by the Division.
  - b. Archive Child Portfolios (as needed).
  - c. For 4,330 NC Pre-K educators, maintain and establish user logins for the within ten (10) business days of receipt of a purchase order and list of eligible programs and classrooms.

## **2.0 RFI PROCEDURES**

### **A. Schedule**

Respondents will have four weeks to prepare their submissions to this RFI. Responses must be received by the date, time and the location specified on the cover sheet of this RFI. Respondents will also be required to present and discuss their submissions to DHHS Headquarters either in person or virtually. Respondents will be notified of the specific date and time at least two weeks in advance of their presentation.

### **B. Clarification Questions**

Clarification questions will be accepted until December 16, 2025 at 5:00pm Eastern Time submitted via the Ariba Sourcing Tool by the date and time specified above. All questions must be submitted in writing. Vendor's should submit questions with the subject "Questions-30-26145-DCDEE". An addendum containing any general clarification questions and their answers will be issued as an addendum to this RFI on the NC Electronic Vendor Portal (eVP) with the responses.

The questions should be submitted in an editable MS Excel file in the following format using as many rows as needed.

#	SOW Page # / Section	Vendor Questions
1		
2		
3		

### C. Response

The State recognizes that considerable effort will be required in preparing a response to this RFI. **However, please note this is a request for information only, and not a request for services.** The Vendor shall bear all costs for preparing this RFI.

#### 1. Content and Format

The State expects concise, detailed, point-by-point responses to each of the RFI response items identified in Sections 1.0 and 1.1 of this RFI. The State is not interested in brochures or “boilerplate” responses. Instead, responses should clearly define how the vendor’s proposed solution(s) would meet the State’s business requirements. Any issues or exceptions to the State’s requirements should also be identified and explained.

The response should also include annotated network drawings showing where each of the pieces of equipment in the proposed solution would be located and how those devices would be interconnected.

The response should define all services that would be required by the proposed solution. The response should also include:

- The vendor’s understanding of the project and services by addressing the State’s business requirements;
- An estimated total cost of ownership for the solution including continued compliance with emerging industry standards.
- The proposed solution’s ability to expand and evolve to serve other State’s sites either inside the Raleigh area or in other county locations and also meet all of the service and performance requirements identified in this RFI.

#### 2. Instructions for Submitting Responses

**Due Date: January 12, 2026**

**Time: 2:00PM Eastern Time**

**Responses**, subject to the conditions made a part hereof, will be received until 2:00pm Eastern Time on the day of opening and then opened.

- a) Submit **one (1) signed, original electronic offer** through the Ariba Sourcing Module or via email to [kathryn.brown@dhhs.nc.gov](mailto:kathryn.brown@dhhs.nc.gov).
- b) The Ariba Sourcing Module document number is: Doc1905267934
- c) All File names should start with the Vendor name first, in order to easily determine all the files to be included as part of the vendor’s response. For example, files should be named as follows: Vendor Name-your file name.
- d) File contents **SHALL NOT** be password protected, the file formats must be in .PDF, .JPEG, .DOC or .XLS format, and shall be capable of being copied to other sources.
- e) If the vendor’s response contains any confidential information, then the vendor must provide one (1) signed, original electronic response and one (1) redacted electronic copy.

For Vendor training on how to use the Ariba Sourcing Tool to view solicitations, submit questions, develop responses, upload documents, and submit responses to the State, Vendors should go to the following site: <https://eprocurement.nc.gov/training/vendor-training>

Questions or issues related to using the Ariba Sourcing Tool itself can be directed to the North Carolina eProcurement Help Desk at 888-211-7440, Option 2. Help Desk representatives are available Monday through Friday from 7:30 AM EST to 5:00 PM EST

When submitting a response, include all pages of the RFI, with the EXECUTION section on the cover page of this RFI completed and signed.

### **3. Multiple Responses**

Multiple responses will be accepted from a single vendor provided that each response is comprehensive, meets all of the state's requirements, and is truly unique. Submit multiple responses separately and label the file as "Response #1, Response #2, etc. after the "Vendor Name" as applicable.

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