

ATTACHMENT A
SOLICITATION NO. EV00000467

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

PURPOSE

The Contract is awarded on behalf of the Oklahoma State Department of Education for the creation of micro-credentials for Oklahoma K-12 computer science educators. Title 70 O.S. § 6-212 authorizes the state department of education in coordination with the Commission for Educational Quality and Accountability to establish a micro-credential program in computer science. The purpose of the program is to allow teachers to expand their skillset in computer science by completing coursework to earn a micro-credential. This micro-credential will equip the teacher to provide high-quality computer science instruction to students in the grade-level(s) addressed by the micro-credential.

Educators who sign up to earn the Oklahoma Educator Micro-credential for Computer Science will receive a provisional computer science certificate. Upon successful completion of the required modules, the provisional certificate will be converted to a standard certificate. Educators who wish to take some modules without completing all the required modules to earn the micro-credential may do so but will not be awarded a certificate. To be eligible for the computer science certificate, educators shall hold a standard teaching certificate in one of the following areas: Early Childhood Education, Elementary Education, or Middle-Level Mathematics. The micro-credential shall be completed within two years from starting the program to be eligible for the computer science certificate. The provisional certificate is not renewable if the program is not completed within the two-year time period.

1. Contract Term and Renewal Options

The contract term begins on the effective date July 1, 2024 through June 30, 2025. There will be no renewals with this program.

2. The Bid will be evaluated using a best value criterion, based on the following:

- i Non-Mandatory Requirements
- ii Scope of Service
- iii Performance Activities
- iv Price

3. Contract Specifications

- a. Certain Contract requirements and terms are attached hereto as attachment A, Exhibit 1, Exhibit 2; and incorporated herein.

4. Mandatory Requirements

- a. Oklahoma State Department of Education (OSDE) shall assume ownership of all content created by the vendor in connection with this contract. While the vendor may retain a copy of the original content for their further use and development, OSDE reserves the right to edit and maintain the delivered content permanently.
- b. Content shall be aligned to the Oklahoma Academic Standards for Computer Science attached as [Exhibit 1](#).
- c. The micro-credentials shall include cycles of inquiry, including analyzing, designing, developing, and analyzing.

5. Non-Mandatory Requirements

- a. Content will be job-embedded (i.e., educator is able to utilize the classroom to address the requirements of the micro-credential).
- b. Content will be competency-based (i.e., not focused on a set number of hours, but a demonstration of a set of skills and abilities).
- c. Content will be portfolio-based (i.e., competency is demonstrated through the submission of a variety of artifacts including lesson plans, videos, reflections, etc.).

4. Scope of Service

The Supplier is to state in its response any experience it has and exactly how it plans to comply with this section, providing detailed information and stating affirmatively its understanding.

4.1. Develop a detailed project plan that outlines the tasks, timelines, and deliverables for the entire computer science micro-credential project, including all four phases (outlined below). The project plan will be approved by the Oklahoma State Department of Education (OSDE) before creating content for the micro-credential.

4.2. The computer science micro-credential project will include the following phases:

4.2.1. Initial Development

- 4.2.1.1. The vendor will develop a detailed project plan that outlines the tasks that will be completed during this phase, as well as the timeline and budget for the project.
- 4.2.1.2. The vendor will develop a content roadmap that outlines the topics that will be covered in the micro-credentials, as well as the learning objectives for each topic, including the types of artifacts that will be used for the assessments.
- 4.2.1.3. The vendor will develop a plan for how the micro-credentials will be aligned with the Oklahoma Academic Standards for Computer Science (OAS-CS).

4.2.2. Pilot

- 4.2.2.1. The vendor will develop a plan for how the pilot will be conducted, including how the participants will be identified and recruited and how the data will be collected and analyzed. This plan, including all its components, will be submitted for review and approval by the Oklahoma State Department of Education (OSDE).
- 4.2.2.2. In collaboration with Oklahoma State Department of Education (OSDE), the vendor will recruit, hire, and compensate 15 to 20 certified Oklahoma educators to participate in the pilot phase, subject to OSDE approval.
- 4.2.2.3. The pilot will be conducted within the OSDE Canvas learning platform.
- 4.2.2.4. The vendor will collaborate with Oklahoma State Department of Education (OSDE) to develop surveys that the pilot participants can use to provide feedback on the micro-credentials and key course elements.
- 4.2.2.5. Pilot phase feedback will be evaluated by Oklahoma State Department of Education (OSDE) and the vendor, and the vendor will be responsible for making necessary changes to the micro-credential content based on the feedback, subject to OSDE's approval. Changes are expected to occur in response to the feedback.
- 4.2.2.6. The vendor will create statistical data to be viewed by Oklahoma State Department of Education (OSDE) on demand. These statistics include but are not limited to enrollment data, completion data, teacher district, grade levels taught, and teacher certification status and area.

4.2.3. Revision

- 4.2.3.1. The vendor will incorporate the feedback from the pilot participants into the micro-credentials.
- 4.2.3.2. Based on feedback from the pilot and OSDE review, the vendor will make revisions and reasonable changes to the micro-credentials within the OSDE connect (Canvas) platform.
- 4.2.4. Delivery
 - 4.2.4.1. The vendor will finalize and deliver the complete micro-credential content for K-5 and 6-12 grades, ensuring alignment with the Oklahoma Academic Standards for Computer Science (OAS-CS) and subject to the Oklahoma State Department of Education (OSDE) approval.
 - 4.2.4.2. The Vendor will align the program with the OSDE computer science certificate pathway, ensuring that educators who complete the program will be eligible to earn the certificate.
- 4.3. Vendor's created content will need to be managed in Oklahoma State Department of Education (OSDE) Canvas platform.
- 4.4. To ensure that Oklahoma State Department of Education (OSDE) has the necessary editing capabilities for course content, including videos, interactive activities, and related materials, the vendor will obtain OSDE's approval of the platform(s) to be used for content creation. The vendor will seek OSDE's approval of the selected platforms prior to commencing content development.
- 4.5. Vendor will propose the format, layout, structure, and content of the courses for the Oklahoma Educator Micro-credential for Computer Science. The vendor will work collaboratively with Oklahoma State Department of Education (OSDE) to revise and refine these elements as needed to ensure alignment with educational goals and standards.

5. Performance Activities

The Supplier is to state in its response any experience it has and exactly how it plans to comply with this section, providing detailed information and stating affirmatively its understanding.

- 5.1. No less than two micro-credentials will be created targeting K-5 and 6-12 grades.
 - 5.1.1. The K-5 and 6-12 grades should include the following topics:
 - 5.1.1.1. Teaching Computing Systems: Hardware and Software

- 5.1.1.2. Teaching Computing Systems: Networks and the Internet
- 5.1.1.3. Beginner Programming Using Computer Science Tools and Technologies
- 5.1.1.4. Communicating about Computing
- 5.1.1.5. Analyzing the Impacts of Computing
- 5.1.1.6. Collecting, Visualizing, and Modeling with Data
- 5.1.1.7. Developing Digital Citizens
- 5.1.1.8. Developing a Productive Computing Environment
- 5.1.1.9. Fostering Computational Thinking in Content Areas [Integration Computer Science in Other Content Areas]
- 5.1.1.10. Recognizing and Defining Computational Problems [Integration of Computer Science into Other Content Areas]
- 5.1.2. The 6-12 grade micro-credential will include these additional topics:
 - 5.1.2.1. Creating, Testing, and Refining Computational Artifacts
 - 5.1.2.2. Developing and Using Abstractions
 - 5.1.2.3. Cultivating a Supportive Environment in the Computer Science Classroom
 - 5.1.2.4. Analyzing Computer Science Curriculum for Quality
 - 5.1.2.5. Leveraging a Design Process in the Computer Science Classroom
 - 5.1.2.6. Promoting Cyber Ethics and Internet Safety