Notice

Request for Proposal

Number: 26-92400-00004

Title: Tutoring Programs in Literacy, Science, Technology, Engineering, and Math

Overview:

The New Mexico Public Education Department (PED), through the Community Schools and Extended Learning Bureau (CSEL), is announcing a Request for Proposals (RFP) to design and implement tutoring programs in literacy, science, technology, engineering, and math (STEM) for at-risk students statewide.

This initiative will provide evidence-based small-group and one-on-one tutoring aligned to New Mexico state standards and PED's priorities of equity, access, and instructional quality. Programs will integrate culturally and linguistically responsive practices, family engagement, and community-connected learning, ensuring that interventions are rigorous, relevant, and culturally sustaining

Services:

The selected contractor will:

- Recruit, onboard, and train qualified tutors in literacy, science, technology, engineering, and math.
- Deliver tutoring during the school day, after school, and/or in summer sessions, with at least two 1.5-hour sessions per week for up to 15 weeks.
- Provide culturally responsive, standards-aligned curriculum and materials.
- Deliver professional development for tutors (minimum two summer and two winter sessions, plus monthly coaching).
- Engage students, families, and school communities in continuous quality improvement processes.
- Submit quarterly reports and collaborate with PED evaluation partners on data and progress monitoring.

Terms:

The contract is anticipated to begin January 20, 2026 and conclude June 30, 2026.
This procurement will result in a single-award, consortium contractual agreement between PED and the awarded contractor. The estimated budget for this initiative is not to exceed $1,000,000, one million dollars.

General Information:

All questions about the contents of the RFP shall be directed to:

Julie Brenning
Procurement Manager
New Mexico Public Education Department
Email: **julie.brenning@ped.nm.gov**

Issuance:

The Request for Proposals will be issued on November 17, 2025. Interested firms may access and download the RFP document at: https://web.ped.nm.gov/rfps-rfis-rfas.

Pre-Proposal Conference:

A virtual Pre-Proposal Conference will be held on November 21, 2025, at 2:00 p.m. MST via Microsoft Teams. Email julie.brenning@ped.nm.gov for the link to this Conference. Potential Offerors are encouraged to submit written questions in advance to the Procurement Manager via email or using the following link: https://docs.google.com/forms/d/e/1FAIpQLSdKoC7TDkDrFX0CnE2acidIpJR9EYq6dRtVu6PRZnXXmTYfpA/viewform?usp=sharing&ouid=104635988874521771479.

Official responses will be provided in writing by December 3, 2025 at: https://docs.google.com/spreadsheets/d/1ew0KDOaNgS0GlVEMScEKaLiSvObMcjNv-H1YrdAQSps/edit?usp=sharing.

The identity of the organization submitting the question(s) will not be revealed. All written questions must be submitted by November 25, 2025.

Proposal Due Date and Time:

Proposals must be submitted no later than December 19, 2025, by 3:00 p.m. MST. All submissions must be submitted electronically both to Julie Brenning, Procurement Manager, julie.brenning@ped.nm.gov

Proposals received after the due date and time will not be accepted. All proposals may only be received electronically as referenced above. No hard copy submissions will be accepted.