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MEMORANDUM

TO: Publishers of Instructional Materials

FROM: Cathy Seeds

DATE: March 16, 2022

SUBJECT: **Announcement of the 2022-2023 Instructional Materials Adoption**

Contact Information:

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The Florida Department of Education (FDOE) has announced plans for the 2022-2023 instructional materials adoption and is calling for bids in K-12 Social Studies.

Intent to bid will open Friday, April 8, 2022, and should be submitted no later than 5:00 p.m., Eastern Daylight Time (EDT), Friday, May 13, 2022. Bids must be filed in the Instructional Materials Office of the FDOE no later than 5:00 p.m., EDT, Friday, June 10, 2022. Resulting contracts shall be for a five-year period effective April 1, 2023. FDOE reserves the right to reject any or all bids.

Electronic bid submissions are submitted through the Florida Instructional Materials Adoption Portal at <https://www.flimadoption.org/>. Full bid submissions also require hardcopies be mailed to the Instructional Materials Office by above date.

The bids submitted must be for furnishing the designated materials in accordance with the specifications of FDOE. The bids must state the lowest wholesale price at which the materials will be furnished, effective as of April 1, 2023.

The Florida adoption is limited to instructional materials that meet the definition of a “major tool” and the accompanying “ancillary materials” as follows:

- “Major tool” refers to materials that provide instructional content and student learning activities for each of the Florida Standards that are in the course descriptions; and
- “Ancillary materials” are those items that are designed to work with the major tool and may be priced or free with order.

FDOE requires the digital instructional materials bid for adoption to be interoperable on commonly available mobile and desktop digital devices, using industry standard protocols. Recommended specifications for devices can be accessed at <http://www.fldoe.org/core/fileparse.php/5658/urlt/0097849-device-bandwidthtechspecs.pdf>.

Announcement of the 2022-2023 Instructional Materials Adoption
March 1, 2022

Publishers or manufacturers providing instructional materials as a single bundle must also make the materials available as separate and unbundled items, each priced individually, as required by section 1006.29(2), Florida Statutes. Publishers are encouraged to offer sections of state-adopted materials in digital or electronic versions at reduced rates to school districts and teachers.

Publishers must provide FDOE with access to sample copies of the major tool, in their final form, which includes the Student Edition and the Teacher Edition, in an electronic or digital format, no later than 5:00 p.m., EDT, Friday, July 8, 2022. The materials that must be sampled as part of the 2022-2023 instructional materials adoption are as follows:

- **K-12 Social Studies**
 - Major Tool – Student and Teacher Editions

Publishers will host the samples for each state instructional materials reviewer and subsequent district and public reviewers. The samples will be accessed through links on FDOE's online evaluation system. Samples must be the final versions of all instructional materials included in the publisher's bids.

In the event that new standards are adopted by the State Board of Education within the contract period, publishers are requested to provide a signed Standards Alignment Assurance. Publishers signing this form attest that all bid materials will be updated to reflect any new content standards within nine months of their adoption. Further information regarding this assurance form and all other [policies and procedures](#) may be found on FDOE's [instructional materials webpage](#).

*Please note: Intent to bid opens electronically April 8, 2022. Once the intent to bid is submitted, even before the deadline, the electronic system will accept bid details submissions. This means that the sooner the intent to bid is submitted, the sooner the input of the bid details may be submitted.