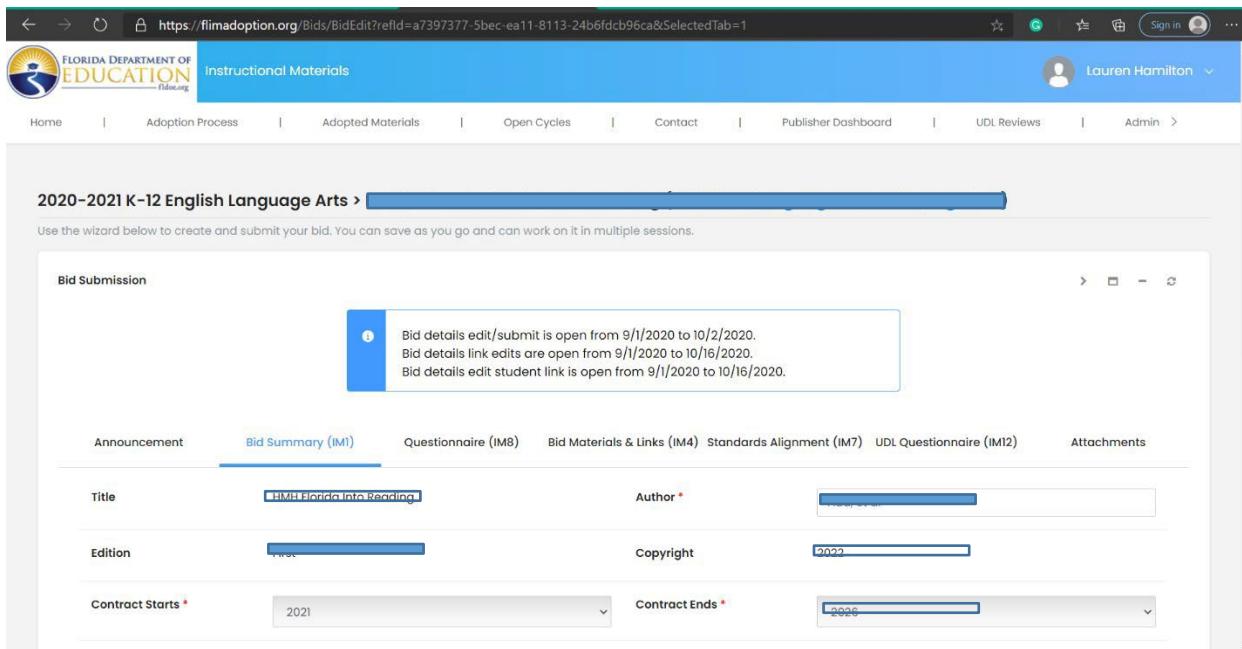


SUBMITTING HARD COPY BIDS FOR STATE ADOPTION

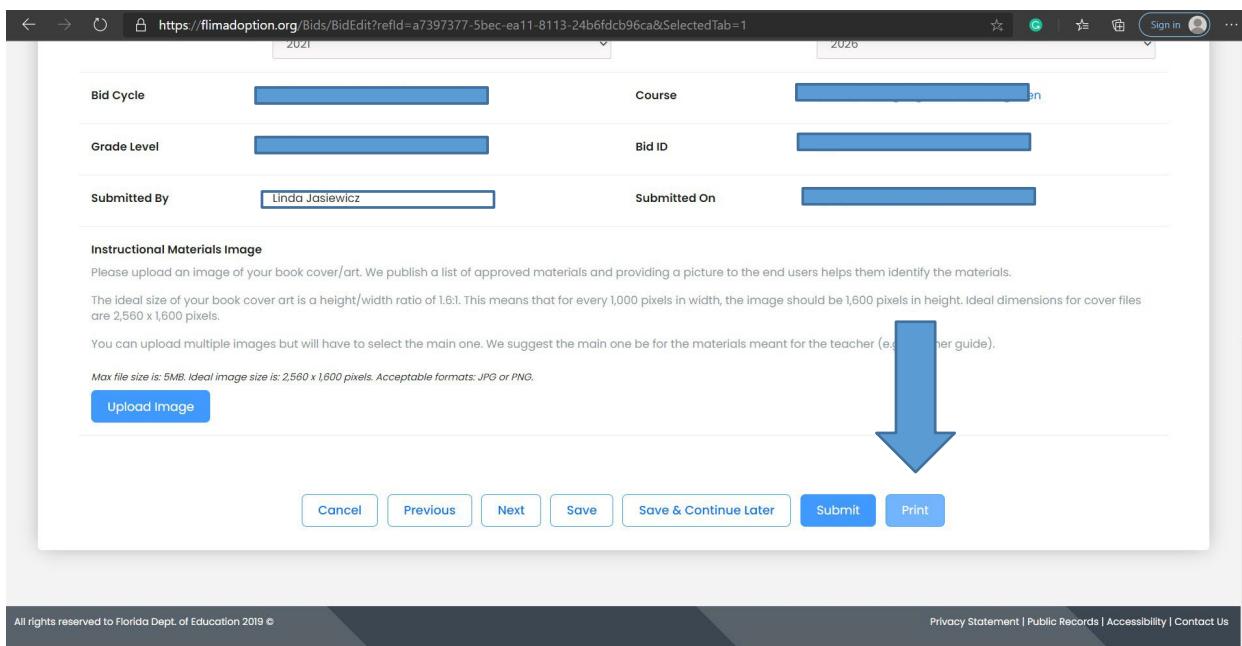
Note: This tutorial uses examples from a bid submitted in the 2020-2021 K-12 English Language Arts Instructional Materials Adoption Cycle.

Once logged into FLIM and you are ready to print each bid, select the bid you would like to print. It should look similar to this page.



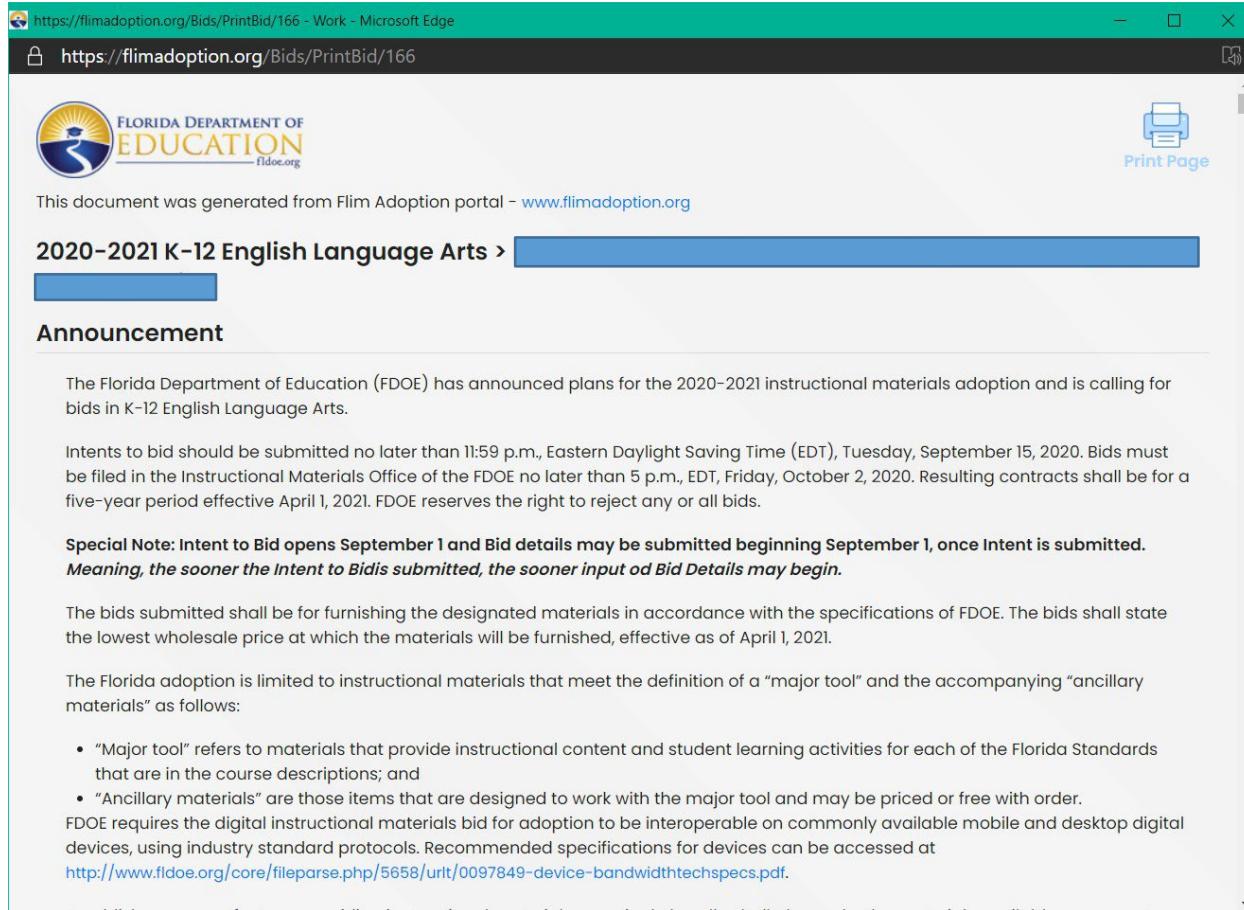
The screenshot shows the FLIM (Florida Department of Education Instructional Materials) Bid Submission page. The top navigation bar includes links for Home, Adoption Process, Adopted Materials, Open Cycles, Contact, Publisher Dashboard, UDL Reviews, and Admin. A user profile for Lauren Hamilton is visible on the right. The main content area is titled "2020-2021 K-12 English Language Arts >". A sub-header says, "Use the wizard below to create and submit your bid. You can save as you go and can work on it in multiple sessions." A "Bid Submission" section is open, showing tabs for Announcement, Bid Summary (IM1), Questionnaire (IM8), Bid Materials & Links (IM4), Standards Alignment (IM7), UDL Questionnaire (IM12), and Attachments. The "Bid Summary (IM1)" tab is selected. A callout box in this section provides information about bid submission dates: "Bid details edit/submit is open from 9/1/2020 to 10/2/2020. Bid details link edits are open from 9/1/2020 to 10/16/2020. Bid details edit student link is open from 9/1/2020 to 10/16/2020." Below this, form fields are filled with sample data: Title (HMH Florida Into Reading), Author (Lauren Hamilton), Edition (First), Copyright (2022), Contract Starts (2021), and Contract Ends (2026).

Scroll down to the bottom of the page and click the blue PRINT button.



The screenshot shows the bottom section of the FLIM Bid Submission page. It includes fields for Bid Cycle (2021), Course (Elementary English), Grade Level (Elementary), Bid ID (1234567890), Submitted By (Linda Jasiewicz), and Submitted On (2021-09-15). Below these, there is an "Instructional Materials Image" section with instructions to upload a book cover image. A large blue arrow points down to the "Print" button at the bottom of the page, which is highlighted in blue. Other buttons at the bottom include Cancel, Previous, Next, Save, Save & Continue Later, Submit, and Print.

This will open up a separate window and you will be able to print the entire bid. The order will be as follows:



https://flimadoption.org/Bids/PrintBid/166 - Work - Microsoft Edge

https://flimadoption.org/Bids/PrintBid/166

FLORIDA DEPARTMENT OF EDUCATION fldoe.org

This document was generated from Flim Adoption portal - www.flimadoption.org

Print Page

2020-2021 K-12 English Language Arts >

Announcement

The Florida Department of Education (FDOE) has announced plans for the 2020-2021 instructional materials adoption and is calling for bids in K-12 English Language Arts.

Intents to bid should be submitted no later than 11:59 p.m., Eastern Daylight Saving Time (EDT), Tuesday, September 15, 2020. Bids must be filed in the Instructional Materials Office of the FDOE no later than 5 p.m., EDT, Friday, October 2, 2020. Resulting contracts shall be for a five-year period effective April 1, 2021. FDOE reserves the right to reject any or all bids.

Special Note: Intent to Bid opens September 1 and Bid details may be submitted beginning September 1, once Intent is submitted. Meaning, the sooner the Intent to Bid is submitted, the sooner input of Bid Details may begin.

The bids submitted shall be for furnishing the designated materials in accordance with the specifications of FDOE. The bids shall state the lowest wholesale price at which the materials will be furnished, effective as of April 1, 2021.

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>.

- IM1
- IM5
- IM8
- IM4
- IM7
- IM12
- Attachments (excluding Bid Deposit and Assessment Fees - IM2 and IM13)
 - Place Bid Deposit and Assessment Fees (IM2 and IM13) in separate envelopes and ship together.

SENDING HARD COPIES TO FDOE:

Please keep each bid in this order to ensure a smooth bid opening process.

Don't forget to print your attachments!!

Keep all bids in order of their bid number when packaging them to send.

Please label all boxes as follows:

ATTN: Instructional Materials
325 West Gaines St., Suite 432
Tallahassee FL 32399