



Pearl Public School District

3375 Hwy 80 E · Pearl, MS 39208

Advertised Request for Proposal (RFP) No: 281

Web-Based English Language Arts and Mathematics Assessment and Instruction Program

The Pearl Public School District Board of Trustees will accept sealed proposals, subject to the attached conditions, until **March 28, 2023, at 2:00 PM** Central Standard Time for the acquisition of the products and/or services described below.

Web-Based ELA and Mathematics Assessment and Instruction Program

The Company/Vendor must submit proposals to:

Pearl Public School District
ATTENTION: Kim LaFontaine, Assistant Superintendent
3375 Highway 80E
Pearl, MS 39208

Questions concerning this invitation to bid should be addressed to Cindy Grantham, in writing via email to cgrantham@pearlk12.com. Questions will be accepted until 12:00 p.m. on Tuesday, March 21, 2023.

To prevent opening by unauthorized individuals, all copies of the proposal must be sealed in the package. The following must be clearly typed on a label affixed to the package in a clearly visible location:

PROPOSAL, SUBMITTED IN RESPONSE TO
ADVERTISED RFP No. 281
March 28, 2023, at 2:00 PM
ATTENTION: **Kim LaFontaine**

The Pearl Public School District Board of Trustees reserves the right to accept or reject any part of a proposal, any and all proposals and waive formalities. If the agency is closed for any reason, including but not limited to: acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events"), which closure prevents the opening of proposals at the advertised date and time, all proposals received shall be publicly opened and read aloud on the next business day that the agency shall be open and at the previously advertised time. The new date and time of the proposal opening, as determined in accordance with this paragraph, shall not be advertised, and all offerors, upon submission of a proposal, shall be deemed to have knowledge of and shall have agreed to the provisions of this paragraph. Proposals shall be received by the agency until the new date and time of the proposal opening as set forth herein. The agency shall not be held responsible for the receipt of any proposals for which the delivery was attempted and failed due to the closure of the agency as a result of a Force Majeure Event. Each offeror shall be required to ensure the delivery and receipt of its proposal by the agency prior to the new date and time of the proposal opening.

For District Use Only	
Date Received	Time Received
Received By (Print)	Received By (Signature)

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**Pearl Public School District
Advertised RFP No: 281**

SECTION A

Provide the following information regarding the person responsible for the completion of this proposal. This person will be the individual that the Pearl Public School District should contact for questions and/or clarifications.

Company/Vendor	
Organization Name	Federal Tax ID Number
Contact Person	Phone Number
Physical Address	Mailing Address
E-mail Address	Fax Number
<p>I, hereby, declare that the information provided in this proposal is active, valid and a full disclosure of requested information. I am fully authorized to represent the organization listed above, to act on behalf of it, and to legally bind it in a matter related to this proposal.</p> <p>Subject to the acceptance by the Pearl Public School District, the Company/Vendor acknowledges that by submitting a proposal and signing in the space indicated below, the vendor is contractually obligated to comply with all items in this advertisement for proposals. If no Proposal Exception Form is included, the company/vendor indicates that there are no exceptions to the proposal being submitted.</p> <p>The Company/Vendor further certifies that the organization represented here is an authorized dealer in good standing of the products/services included in this proposal.</p>	
Name	Title
Authorized Signature	Date

Configuration Summary

In 100 words or less, provide a summary of the main components of products/services offered in this proposal.

SECTION B

PROPOSAL GUIDELINES AND REQUIREMENTS

This is a formal request for proposals.

Schedule of Advertisement Activities

ACTIVITY	DATE
First Advertisement	March 8, 2023
Second Advertisement	March 15, 2023
Deadline to submit questions	March 21, 2023, at 12:00 pm
Proposals Opened	March 28, 2023, at 2:00 pm
Notification of Award by	April 12, 2023

The proposal submission must be sealed and consist of one (1) complete original (marked) proposal and three (3) copies of the proposal. Proposals must be mailed or hand-delivered with the following label in a clearly visible location:

PROPOSAL, SUBMITTED IN RESPONSE TO
ADVERTISED RFP No. 281
MARCH 28, 2023, at 2:00 PM
ATTENTION: Kim LaFontaine

Electronic proposals can be submitted through a secure electronic folder. To receive a secure folder invitation, the vendor may contact Cindy Grantham, 601-932-7916 or email cgrantham@pearlk12.com. Late proposals will not be considered. All proposals will be taken under advisement and evaluated to be awarded at subsequent board meeting.

The Pearl Public School District will not be responsible for mail delays or lost mail. Therefore, it is suggested that mailed proposals be sent as certified mail with a return receipt guarantee.

All proposals must be received by the Pearl Public School District no later than **March 28, 2023, at 2:00 PM** Central Standard Time. Any proposals received subsequent to the specified date and time will not be accepted and will remain unopened on file for a period of 90 days.

The proposal must be signed by a company official authorized to bind the organization to its provisions.

Receipt or acceptance of a proposal does not imply commitment or obligation on the part of the Pearl Public School District to fund any proposal submitted.

Pricing

The price quoted in the proposal should be inclusive. Quoted prices should include applicable fees, maintenance costs, as well as a detailed list of excluded fees with a complete explanation of the nature of the fees. The Pearl Public School District will provide tax exemption certificates for state and federal taxes when applicable.

All proposals should include item unit prices and total prices. Discrepancies between unit price included in proposal and extension totals will be resolved by considering the unit price as binding and will adjust the total price accordingly. A complete list of all materials, including consumable student materials and teacher resources.

Standard of Quality

Programs and features that refer specifically to certain educational companies are used to convey to prospective offerors the desired feature. However, prospective offerors may submit features and/or programs in lieu of those that may be mentioned, provided that such program or feature is similar in design and purpose and equal in quality unless otherwise indicated. Complete descriptions and specifications must be included for all substitutions. The Pearl Public School District will be the sole judge as to whether or not the program or features offered are equal to that specified.

Right to Adjust or Reject Proposals

The Pearl Public School District reserves the right to reject any or all proposals of any company or vendor and waive formalities. Furthermore, the Pearl Public School District reserves the right to adjust quantities of materials/resources involved under any item in accordance with the unit prices submitted as part of the proposal.

All awards will be based upon the availability of funds. The Pearl Public School District reserves the right to terminate or modify any part of this procurement process at any time and for any reason; to award one (1) contract or multiple contracts; to negotiate changes; to make no awards, and to issue new and/or revised policies and clarifications at any time. If it becomes necessary to revise any part of the advertised RFP, addenda will be provided to all companies/vendors who received the original advertised RFP packet through written communication delivered by the United States Postal Service and/or by e-mail.

Delivery of Services

All programmatic components and services to be furnished shall be installed on or before July 1, 2023.

Presentations and/or Discussions

Vendors may be required to make an oral presentation to the Pearl Public School District evaluators if clarification of a proposal is necessary to make a proper evaluation. A company's original proposal cannot be changed in any aspect as a result of an oral presentation. The oral presentation is only intended to provide an opportunity for vendors to clarify specific portions of their proposal. Oral presentations will be arranged at the discretion of the Pearl Public School District and will be by invitation only.

Discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for the award, but proposals may be accepted without discussion.

References

References from three (3) K-12 educational institutions or institutions of higher learning currently being serviced for which comparable products or services have been provided and/or performed must be included in the proposal. The reference list must include the organizations' names, contact persons, addresses, and phone numbers.

Evaluation Factors and Awarding of Proposal

The evaluation factors that will be used in reviewing the submitted proposal include the following: quality of response, company/vendor qualifications and references, proposal plan, and cost with **priority given to best values considering the price, conformance to specifications, and ability to deliver products, features, and services within the allotted timeframe**. All submitted proposals will be reviewed and evaluated by school district officials who have a legitimate interest in the products and/or services.

All prospective vendors will be notified of the decision regarding the selection of the award.

Period of Performance

The offeror agrees to supply services and items contained in this proposal for a period beginning July 1, 2023, through June 30, 2024, with an option to renew for three (3) additional years upon mutual agreement of both parties.

SECTION C

Web-Based ELA and Mathematics Assessment and Instruction Program Specifications

The Pearl Public School District is seeking an integrated assessment and instruction solution specifically designed and developed to address the Mississippi College and Career Readiness Standards in English language arts and mathematics. The blended learning solution should include a web-based computer diagnostic assessment and comprehensive reporting suite for grades K-8, plus interim growth monitoring, assessment of grade-level standards, differentiated online instruction, and downloadable teacher and student resources to guide instruction. The following specifications are intended to define the minimum requirements of an acceptable Web-Based English Language Arts and Mathematics program.

Offerors should complete the table below by placing an “X” in the appropriate column, indicating compliance with the required specification. **For all items marked “Yes,” please include a narrative justification.**

#	SPECIFICATIONS	YES	NO
ASSESSMENT			
1	Online, vendor-hosted, computer-adapted diagnostic assessment for students in grades K-8 English Language Arts		
2	Online, vendor-hosted, computer-adapted diagnostic assessment for students in grades K-8 in Mathematics		
3	The assessment must provide both criterion-referenced and norm-referenced scores, showing how students are performing relative to grade level standards, as well as relative to other students.		
4	The diagnostic assessment quantitatively measures student performance across a common, vertically-aligned, scaled score spectrum that is independent of student grade level.		
5	The solution provides computer-adaptive growth monitoring assessments for students in grades K-8 in ELA and mathematics.		
6	The solution provides an integrated measure of grade-level standard assessments to evaluate students’ proficiency on specific standards.		
7	The assessment includes an MDE approved dyslexia screener that addresses phonological and phonemic awareness, sound symbol recognition, alphabet knowledge, decoding skills, encoding skills, and rapid naming.		
8	The assessments must be reviewed by the National Center for Intensive Intervention (NCII) as a screener or progress monitoring tool and be on the list of approved K-3 screeners for use in Mississippi schools.		
INSTRUCTION			
9	Blended (offline and online) lessons and activities designed for the Mississippi College- and Career-Readiness Standards (MCCRS) that target ELA instruction at the sub-skill level for grades K-8.		
10	Blended (offline and online) lessons and activities designed for the Mississippi College- and Career-Readiness Standards (MCCRS) that target Mathematics instruction at the sub-skill level for grades K-8		

11	The solution includes interactive, differentiated online instruction in ELA and mathematics.		
12	Automated, customizable individual learning progressions are supported with computer-assisted instruction, which also provides and assigns additional point-of-use instructional support material and activities based on skill progression.		
13	Online instruction is effective with a wide range of students and includes immediate corrective feedback, remediation for students struggling with specific concepts, and enrichment for high-ability students.		
14	The solution includes high-interest instructional materials that focus on building reading/math fluency while scaffolding conceptual understanding with, but not limited to, practice opportunities.		
15	The solution includes implicit and explicit motivational strategies to foster and maintain student engagement.		
16	Reading passages place an emphasis on complex, authentic texts with informational and literary texts included equally and separately.		
17	The solution is grounded in the Science of Reading research.		
18	The solution supports the eight mathematical practices with a focus on conceptual math understanding, procedural fluency, and application.		
19	The solution includes teacher resources to address the full K-8 range in both ELA and Mathematics to meet the needs of all learners.		
REPORTING			
20	Reports must be available online at the district, class, school, instructional group, and individual levels.		
21	User-friendly reporting system including easy-to-read reports with standard and flexible performance level bands and growth targets.		
22	Longitudinal data provided for individual students.		
23	Reports should include normed data, predicted proficiency for Mississippi Academic Assessment Program, a Lexile and Quantile score, performance against the standards, and information about the next steps for students housed within the User Interface.		
24	The solution should contain a parent report that reports Diagnostic performance.		
25	The solution should address Response to Intervention requirements as they relate to progress monitoring.		
TECHNICAL SPECIFICATIONS & SUPPORT			
26	The solution has the ability for auto-provisioning of student information and single sign on capability.		
27	The solution is compatible with Chromebooks, iPads, and windows-based desktops.		
28	The solution must provide a fully integrated assessment, instruction, and reporting platform which has multi-level security and permissions for system administrators, teaching staff, and students.		
29	The vendor provides unlimited customer service via a dedicated account manager who conducts data reviews after each diagnostic assessment.		
30	The vendor must handle data in a manner consistent with applicable laws and regulations, including the Federal Family Educational Rights & Privacy Act (FERPA) and the Children's Online Privacy Protection Act (COPPA).		

SECTION D

Vendor Requirements

The vendor will be required to provide an IRS W-9 form. The vendor will maintain compliance with any applicable federal and state laws. The vendor must be registered with the Sam.gov system and must not be debarred or suspended. If awarded, the vendor agrees to notify the District in writing in the event the entity's registration lapses or changes to a debarred or suspended status.

Vendor Profile and Questions

Provide a brief history and description of your company/organization including years in business and the total number of employees.

Product Overview

Provide a brief overview of your product solution addressed in this request for proposals that outlines how the product meets the specifications in Section C on pages 6-7.

Professional Learning Support Systems

Describe the professional development services provided with the product and any additional costs associated with required professional development. Be sure to indicate whether the services are embedded, onsite, virtual, etc. A draft implementation and professional development plan should be included. Additional professional development days should not be limited and should be available to provide support for the length of the proposal and at the same cost.

Research Foundation

Describe your product's research base to include in-house and third-party studies that outline significant findings. Efficacy research showing that the solution meets ESSA Level 3 or better evidence should be included. Include recommended usage to obtain desired results.

Quality Control

Describe your ability to provide consistent support for the program for an extended period.

Describe your policy and/or procedures for addressing the obsolescence of key components while under contract and when no longer under contract.

By what means does your company alert customers of impending program feature changes or upgrades?

How often are components/features upgraded?

Customer Support

Describe your company's support capabilities as it relates to the product and performance including the hours of availability.

Describe in detail your customer support. Is it located within the boundaries of the United States? Is it staffed with employees or third-party contractors?

SECTION E

Proposal Assurances

We do furnish and deliver the services and products as listed in the proposal according to your specifications and quantities at the unit prices listed. These prices will be guaranteed until _____ (please enter date).

Both unit prices and total prices have been submitted with the understanding that we will be responsible for making complete delivery accordingly. We also agree not to request permission to withdraw our proposal after proposals have been opened.

Proposal Assurances Confirmation	
Company Name	Company Address
Contact Name and Title (Print or Type)	Phone Number
Signature	Date
Name	Title

Proposal Response Checklist

These items should be included in your response to Advertised RFP No. 281.

✓	#	Response
	1	One (1) original (marked) proposal.
	2	Section A – Submission Cover Sheet and Configuration Summary (signed and dated)
	3	Section B – Proposal Guidelines and Requirements
	4	Section C – Program Specifications (point-by-point)
	5	Section D – Vendor Profile and Questions (completed responses)
	6	Section E – Proposal Assurances (signed and dated)
	7	Section F – Proposal Exception Summary Form (if applicable)
	8	IRS W-9 Form
	9	3 copies of the proposal
	10	3 References

SECTION F

Proposal Exception Summary Form

List and clearly explain any exceptions for all specifications and sections in the table below.

✓	RFP Advertisement Reference (Reference the specification number and/or section number)	Vendor Proposal Reference (Reference page, section, and items in the proposal where an exception is explained)	Brief Explanation of Exception	PPSD Acceptance (PPSD signature if accepted)