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| Office of the Superintendent<br>Mrs. Mary Smith Johnson<br>GLCSD | Greenwood Leflore Consolidated School District<br>REQUEST FOR PROPOSAL<br>K- 12 <sup>th</sup> External Academic, Leadership and Data Support<br>SPECIFICATION RESPONSE FORM |  |
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| SPECIFICATION RESPONSE FORM  |  | Yes                      | No                       |
|--|--|--------------------------|--------------------------|
| Please acknowledge the conditions by placing a checkmark or 'X' in the appropriate box. For clarification, the left-hand box answers in the affirmative or 'Yes' to each question or condition, while the right-hand box indicates the negative, or a 'No' answer.   |  |                          |                          |
| <b>INTRODUCTION:</b><br>The Greenwood Leflore Consolidated School District is located in Greenwood, Mississippi. School facilities consist of twelve schools and one central office. The district also has three participating private schools. The district has approximately 3691 students.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>PURPOSE OF RFP:</b><br>The Greenwood Leflore Consolidated School District is requesting proposals and pricing for external services in the areas of Reading, Math, Science, US History, Leadership and Data. The provider will also analyze the needs already determined by the district and designs, develops, and delivers professional development according to support students, teachers and district administrators. The providers should also provide evidence-based strategies, classroom assistance, and work with students having areas of deficiency and educational methods and techniques designed to increase student achievement. The provider will provide independent consultation leadership advice to educators/administrators in various areas according to specific needs aligned with district's goals. |  | <input type="checkbox"/> | <input type="checkbox"/> |
| These services shall be provided to the Greenwood Leflore Consolidated School District during the 2025-2026 school term. Upon satisfactory evaluation (at least twice a year) of the provided services, contract may be extended to include services during the 2026-2027 and 2027-2028 school terms.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| The Superintendent reserves the right to reject any and all bids.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>ABOUT THIS DOCUMENT:</b><br>This document, titled a Specification Response Form, is the form by which vendors shall respond to this bid opportunity. Vendors may be required to include other documents, including warranty or other information in order to be considered responsive. <b>Complete the Specification Response Form in its entirety.</b>   |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>GENERAL TERMS:</b><br>All equipment furnished under this contract shall be new, unused and the same as the manufacturer's current production model. Accessories not specifically mentioned herein, but necessary to furnish complete unit ready for use, shall also be included. Unit shall conform to the best practice known to the trade in design, quality of material and workmanship. Assemblies, sub-assemblies and component parts shall be standard and interchangeable throughout the entire quantity of units as specified in this invitation to bid. All units shall be fully assembled and ready to operate or use.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>GUARANTEE:</b><br>All units shall be covered by the manufacturer standard warranty. Other warranty conditions may apply.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>BID QUOTATION:</b><br>Bidders shall complete every space in the specification bidder's proposal column with a check mark to indicate if the item being bid is exactly as specified. If not, the "NO" column must be checked and a detailed description of the deviation from the specification to be supplied.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>DELIVERY:</b><br>Delivery of any materials shall be FOB to the Purchasing Entity. Installation may apply to some line items.  |  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>RFP Submission requirements:</b> Submit three (3) copies of this unpriced (Specification Response Forms and Proposals with pricing shall be immediately discarded as non-responsive) <b>SPECIFICATION RESPONSE FORM</b> in one sealed package with <b>External Provider for Academic, Leadership and Data Support</b> on the outside of the package to the following address:<br><br><b>Office of the Superintendent</b><br>Greenwood Leflore<br>Consolidated School District<br>1901 Hwy 82 West<br>Greenwood, Mississippi 38930<br>(662) 581-3035<br>E-Mail: <a href="mailto:mjohnson@glcsd.org">mjohnson@glcsd.org</a>   |  | <input type="checkbox"/> | <input type="checkbox"/> |

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| <b>QUESTIONS REGARDING THIS RFP:</b><br>All questions, comments and requests for clarifications must be emailed to dflowers@glcsd.org and shall be directed to Denina Flowers, Federal Programs Director. Any oral communications shall be considered unofficial and non-binding. All responses to written questions and changes to specification requirements will be communicated via email to person submitting questions.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>RESPONSES TO QUESTIONS:</b><br>Only written responses to written communications shall be considered official and binding upon the School District. The School District reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions and requests for clarification.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>ADDENDA:</b><br>All addendums and/or any other correspondence (general information, question and responses) to this RFP will be made available exclusively through the district.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>BID PROCESS:</b><br>This bid event is being conducted by the district's leadership team, which is a bid process during which vendors compete for the District's business in real time. The vendors will submit their sealed bids to the district's office and the team will use the scoring methodology to determine which proposal and bid will be accepted. ALL vendors will be notified of the outcome.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>The bid opening will be at 10:00 p.m. on Wednesday, May 28, 2025</i><br>Please publish on the following dates: <u>May 12, 2025</u> and <u>May 19, 2025</u><br><b>PERFORMANCE DATES:</b><br><b>Publish Dates:</b><br><b>Advertise: 12 May 2025</b><br><b>Advertise: 19 May 2025</b><br><b>Specification Responses Due on or Before: 23 May 2025 10:00 AM Local Time</b><br><br><b>Office of the Superintendent</b><br>Greenwood Leflore<br>Consolidated School District<br>1901 Hwy 82 West<br>Greenwood, Mississippi 38930<br>(662) 581-3035<br>E-Mail: <a href="mailto:mjohnson@glcsd.org">mjohnson@glcsd.org</a> | <input type="checkbox"/> | <input type="checkbox"/> |

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| Minimum Eligibility Requirements for Contract Award   | YES                      | NO                       |
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| Following are the minimum eligibility requirements in order to be considered for this opportunity. Please acknowledge the conditions by placing a checkmark or 'X' in the appropriate box. For clarification, the left-hand box answers in the affirmative or 'Yes' to each question or condition, while the right-hand box indicates the negative, or a 'No' answer.   |                          |                          |
| 1.1 Applicants must provide documentation of a minimum of five (5) years of evidenced-based results according to the ESSA (Every Student Succeed Act) guidelines.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.2 Applicants must address and provide (if applicable) a list of any pending/past litigation or investigations that have occurred within the past five (5) years. Please include SAM.gov form showing evidence of no suspensions or debarments.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.3 Applicants must have financial stability and adequate staff to manage the program in the sole and absolute discretion of the Greenwood Leflore Consolidated School District.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.4. Applicants must, at all times during the contract term and at their own expense, keep in full force and effect comprehensive general liability insurance with "personal injury" coverage; commercial or business auto liability insurance; physical and contractual liability coverage, with minimum limits of ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00)   | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.5 Greenwood Leflore Consolidated School District and Superintendent shall be named additional insured on the said policy. The insurance policies required under this Section shall not be modified or cancelled except upon 60days' written notice to Greenwood Leflore Consolidated School District. Proof of insurance must be submitted to the Greenwood Leflore Consolidated School District bat the time the contract is executed. | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.6 Applicants must, at all times during the contract term and at their own expense, keep in full force and effect a policy of workers' compensation insurance for coverage in Mississippi with an employer's liability limit of:<br><br>Bodily Injury by accident - \$500,000.00 each employee Bodily Injury by disease - \$500,000.00 policy limit<br><br>Bodily Injury by disease - \$500,000.00 each employee                         | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.7 The Greenwood Leflore Consolidated School District Board shall be named additional insured on the said policy. The insurance policiesrequired under the Section shall not be modified or cancelled except upon 30 days' written notice. Proof of insurance must be submitted to the Greenwood Leflore Consolidated School District at the time the contract is executed.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.8 Contractors' staff involved in this project may be required to participate in a criminal background check process as prescribed by the school district.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.9 Applicants must comply with all applicable licensing and certification requirements specific to the proposed services.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.10 Applicants must be in compliance with all applicable City, County, State and Federal laws, regulation codes and ordinances. The vendor must reference in its contract if awarded the bid that the vendor has read, understood, agreed, signed and submitted an original copy of the contractual Services Providers' Assurances to the LEA - Exhibit I.   | <input type="checkbox"/> | <input type="checkbox"/> |

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| <b>2.0 Physical School Locations</b><br><b>Respondents shall acknowledge the locations of all facilities below:</b>   |  |  | <b>YES</b>               | <b>NO</b>                |
| Bankston Elementary located in Greenwood, Mississippi<br>Claudine Elementary located in Greenwood, Mississippi<br>Davis Elementary located in Greenwood, Mississippi<br>East Elementary located in Greenwood, Mississippi<br>Leflore County Elementary School located in Itta Bena, Mississippi<br>Threadgill Primary located in Greenwood, Mississippi<br>Threadgill Elementary located in Greenwood, Mississippi<br>Amanda Elzy Junior High School located in Greenwood, Mississippi<br>Greenwood Middle located in Greenwood, Mississippi<br>Amanda Elzy High located in Greenwood, Mississippi<br>Greenwood High located in Greenwood, Mississippi<br>Leflore County High located in Itta Bena, Mississippi<br>Pillow Academy, Greenwood Mississippi (Private School)<br>Delta Streets Academy, Greenwood Mississippi (Private School)<br>Leflore Christian Academy, Greenwood Mississippi (Private School) |  |  | <input type="checkbox"/> | <input type="checkbox"/> |

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| 3.0 Scope of Work<br>The scope of the project shall be service External that includes but not limited to the following conditions. Please acknowledge the conditions by placing a checkmark or 'X' in the appropriate box. For clarification, the left-hand box answers in the affirmative or 'Yes' to each question or condition, while the right-hand box indicates the negative, or a 'No' answer. | YES                      | NO                       |
|---|--------------------------|--------------------------|
| <b>3.1. General Specification Requirements</b>  |                          |                          |
| 3.1.1. Assist in classroom management and behavioral support.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.2. Support MTSS and PBIS to ensure that proper intervention is available for ALL students. (Student Intervention)   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.3. Alignment of test items to the Mississippi College and Career Readiness Standards;   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.4. Assist in lesson planning  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.5. Create Standards Based classroom assessments.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.6. Provide coaching to develop data plans to impact differentiated instruction for all learners to further implement Response to Intervention tiered approach to instruction  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.7. Provide professional development and leadership through job-embedded coaching and workshops to include, but not limited to collaboration, research-based reading and math teaching strategies and the creation of an effective virtual learning environment.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.8 Develop and submit reports to the school administration and/or district contact not later than the following Monday of the week that the services are provided.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.9. Analyze data and use multiple data points to correlate student achievement to teacher effectiveness. .   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.10. Assist the school's leadership team in assessing students' learning strengths and gaps using assessment data from a variety of sources to include state, school, district data, or other sources; help to facilitate regular data meetings with the school's leadership team to assess, monitor, and adjust students' learning based on the students' identified strengths and weaknesses.    | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.11. Provide any other training as identified by observation or upon the district's and/or school's request  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.12 Provide data coaching to district level and school level admin.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.1.13 Provide Leadership coaching to district level and school level admin.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>3.2. Other Requirements</b>  | <b>YES</b>               | <b>NO</b>                |
| 3.2.1. 15% or more decrease in the number of students scoring in the basic and minimal category measured by EOY State Test results or the most recent benchmark assessment in the areas of ELA and Math.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.2.2. 15% or more decrease in the number of students scoring in the basic and minimum category measured by EOY State Test results or the most recent benchmark assessment in the areas of Science and U.S. History   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.2.3. 15% or more increase in the number of students scoring in the proficient and advance category measured by EOY State Test results or the most recent benchmark assessment in ELA, Math, Science and U.S. History.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.2.4. 60% or more increase in the number of students obtaining a composite score of 21 or more on the ACT in comparison to students the prior year's average .   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.2.5. 15% or more decrease in the number of students scoring in the urgent intervention/intervention area of math and reading on the most screener.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>STATE ASSESSMENT DATA POINTS</b>   | <b>YES</b>               | <b>NO</b>                |
| 3.3.. 1. 15% or more increase in the number of students scoring Level 3 or above in grades 3 <sup>rd</sup> -8 <sup>th</sup> in ELA and Math on the 2025 MAAP assessment than that of the most recent MAAP assessment results.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.3. 2. 85% or above increase in the number of students showing growth on the 4th through 10th grade ELA and Math MAAP assessment to include the ALL Growth and the Lowest 25% category than that of the most recent MAAP assessment  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.3.3. 15% or more increase in the number students scoring Level 3 or above in Science and U.S. History assessment in comparison to the MAAP assessment results.  |                          |                          |

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| <b>3.5. Technical Support</b>  | <b>YES</b>               | <b>NO</b>                |
| 3.5.1. The vendor's call center is located in the U.S. and provides technical support during school hours.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.5.2. Technical support is available via toll-free telephone, live chat, and e-mail.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.5.3. The vendor provides users with 24/7 access to support materials.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>3.6. Professional Development</b>   | <b>YES</b>               | <b>NO</b>                |
| 3.6.1. The vendor offers both virtual and ONSITE professional development services that help teachers and admin to make effective use of student data.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.7. Company is experienced and stable.  | <b>YES</b>               | <b>NO</b>                |
| 3.7.1. The vendor has a large customer base, and schools and districts across the U.S. are currently using the program successfully.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.7.2. The vendor has a high rate of customer satisfaction and can provide customer references.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.7.3. The vendor's solutions are research-based, and the vendor is committed to conducting ongoing research into the products' effectiveness.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>3.8. Additional Services – Coaching</b>   | <b>YES</b>               | <b>NO</b>                |
| 3.8.1. Provide professional development, coaching, and workshops to include, but not limited to collaboration, evidence-based teaching strategies and classroom management.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>3.9 Student Support</b>   | <b>YES</b>               | <b>NO</b>                |
| 3.9.1. Available for Face-to Face Intervention while tracking data for Growth and Proficiency <ul style="list-style-type: none"> <li>Proficiency Goal average for all grades and subjects-50% or higher</li> <li>Growth Goal for ELA and Math for all grades -85% or higher</li> <li>ACT increase to an average composite score of 21 or higher</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>4.0 Project Goals/Service Evaluation Metric</b>   | <b>YES</b>               | <b>NO</b>                |
| <b>All programs/services selected shall/must possess the following characteristics:</b>  |                          |                          |
| 4.1. Evidence that the services to be provided are based on thorough scientific based research developed after extensive reviews of literature and current instructional methods and approaches.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.2. Alignment between research and practical  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.3. Monitoring of student progress using reports based on student data  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.4. Evidence of ongoing support through response to technical assistance questions  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.5. Capacity to provide onsite training and professional development for key staff  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.6. Capacity to keep services current over time   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.7. Adequate fiscal resources to support continuing services over multiple years  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.8. Proven history of delivery of service   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.9. Compliance with federal, state, and local policies  | <input type="checkbox"/> | <input type="checkbox"/> |



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| 5.0 Scoring Methodology  | YES                      | NO                       |
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| Greenwood Leflore Consolidated School District will use any or all of the following categories in developing a scoring mechanism for this bid prior to the receipt of proposals. All information provided by the Vendors, as well as any other information available to Greenwood Leflore Consolidated School District staff, will be used to evaluate the proposals in their sole and absolute discretion.<br><b>Acknowledge this scoring method in the box to the right to indicate that you understand this process.</b>                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Notice to Respondents: <u>Do not write or fill in the spaces provided below. These spaces are reserved for the District evaluation process.</u></b>   | YES                      | NO                       |
| <b>1. Organizational Experience - Possible Score – 20</b> – Variables considered in evaluating this category will include, but not be limited to the following: <ul style="list-style-type: none"> <li>a. Applicant's experience and success in conducting similar work</li> <li>b. Experience in fulfilling contract of similar nature/Years Experience</li> <li>c. Quality and completeness of proposal</li> <li>d. Organizational structure</li> <li>e. Integrity</li> </ul>  | _____                    | 20                       |
| <b>2. Program Design - Possible Score – 35</b> – Variables considered in evaluating this category will include, but not be limited to the following: overall approach and the Applicant's grasp of the project as shown by the depth, breath, and clarity of the proposal; <ul style="list-style-type: none"> <li>a. Innovative and creative approach</li> <li>b. Connection, representation and sensitivity to cultural and ethnic diversity</li> <li>c. Ability to maintain alignment with Standards of the Mississippi Department of Education</li> </ul> | _____                    | 35                       |
| <b>3. Cost Efficiency – Possible Score – 25</b> <ul style="list-style-type: none"> <li>a. Total cost of proposed services</li> <li>b. Service and support cost;</li> </ul>   | _____                    | 25                       |
| <b>4. Program Operations – Possible Score - 20</b> <ul style="list-style-type: none"> <li>a. Adequacy of resources, including personnel, equipment, financial stability and other related factors</li> <li>b. Management and planning: The quality of procedures/organizational structures proposed for completion of work</li> <li>c. Timeliness of services;</li> </ul>  | _____                    | 20                       |
| <i>Value-Added is defined as a product(s) or service(s), exclusive of the stated functional and technical requirements and provided to the District at no additional charge, which, in the sole judgment of the District, provides both benefit and value to the District significant enough to distinguish the proposal and merit the award of additional points. A Value-added rating between 0 and 5 may be assigned based on the assessment of the District. These points will be added to the total score.</i>  | _____ 5                  |                          |
| <b>Total Possible Value-Added Points</b> _____   | YES                      | NO                       |
|  | <input type="checkbox"/> | <input type="checkbox"/> |

**DOCUMENT CHECKLIST**

Bidders shall include all below documents in order to be considered:  
**3 Copies of the Proposal with the completed Specification Sheet – Sealed to the address listed above**  
**Any addendums**  
**Evidence of Insurance and warranties listed in the specification sheet**  
**Evidence of no suspensions or debarment**

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**COMPANY CONTACT INFORMATION (Please Complete):**

Contact Individual: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

Office Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_