

BID NOTICE

Greenwood Leflore Consolidated School District

1901 Hwy 82 West
Greenwood, MS 38930
662-453-4231

Notice is hereby given that the Greenwood Leflore Consolidated Superintendent's Office will receive bids up to 2:00 p.m. on Thursday, December 1, 2022 for a **"K-12 Special Education Supports and Services Program"** that help Special Education teachers to address diverse student deficiency levels while implementing co-teaching strategies necessary for college and career readiness standards to be embedded. The program will consist of data tracking for behavior incidents, co-teaching strategies, data training with the principals, as well as autism supports for the SCD classrooms, as required by Mississippi College and Career-Readiness Standards, and assess students accordingly for the Greenwood Leflore Consolidated School District. Envelopes must be marked, **"K-12 Special Education Supports and Services Program."**

Mr. James Johnson-Waldington
Greenwood Leflore Consolidated School District

Publish Dates: November 9, 2022 and December 1, 2022

Office of the Superintendent	Greenwood Leflore Consolidated School District REQUEST FOR PROPOSAL K-12 Special Education Supports and Services Program	Publish Dates: November 9, 2022 and December 1, 2022
------------------------------	---	---

Introduction:

The Greenwood Leflore Consolidated School District is located in Greenwood, Mississippi. School facilities consist of twelve schools and one central office. The district has approximately 4115 students, which 514 are students with disabilities.

Physical School Location:

Threadgill Primary-Greenwood, MS
Bankston Elementary-Greenwood, MS
Claudine Elementary-Greenwood, MS
Davis Elementary-Greenwood, MS
East Elementary-Greenwood, MS
Leflore County Elementary
Threadgill Elementary-Greenwood, MS
Greenwood Middle-Greenwood, MS
Amanda Elzy Junior High-Greenwood, MS
Leflore County High
Amanda Elzy High-Greenwood, MS
Greenwood High-Greenwood, MS

Purpose of RFP:

A K-12 Special Education Supports and Services Program that offers supports to Special Education teachers in data tracking of behavior goals, BIPs, FBAs, co-teaching, and discipline training for the leaders in the district.

These services shall be provided to the Greenwood Leflore Consolidated School District during the 2022-2023 school term.

The Superintendent reserves the right to reject any and all bids.

ABOUT THIS DOCUMENT:

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.

GENERAL TERMS:

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.

GUARANTEE:

All units shall be covered by the manufacturer standard warranty. Other warranty conditions may apply.

BID QUOTATION:

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.

DELIVERY:

Delivery of any materials shall be FOB to the Purchasing Entity. Installation may apply to some line items.

RFP Submission requirements: Submit three (3) copies of this unpriced (Specification Response Forms and Proposals with pricing shall be immediately discarded as non-responsive) **SPECIFICATION RESPONSE FORM** in one sealed package **K-12 Special Education Supports and Services Program** on the outside of the package to the following address:

Office of the Superintendent
Greenwood Leflore Consolidated

School District
 1901 Hwy 82 West
 Greenwood, Mississippi 38930
 (662) 459-8039
 E-Mail: aparker@glcsd.org

Minimum Eligibility Requirements for Contract Award

Applicants must provide documentation of a minimum of five (5) years of evidenced-based results according to the ESSA(Every Student Succeed Act) guidelines.

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.

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.

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)

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 60 days' written notice to Greenwood Leflore Consolidated School District. Proof of insurance must be submitted to the Greenwood Leflore Consolidated School District at the time the contract is executed.

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: Bodily Injury by accident - \$500,000.00 each employee Bodily Injury by disease - \$500,000.00 policy limit Bodily Injury by disease - \$500,000.00 each employee

The Greenwood Leflore Consolidated School District Board shall be named additional insured on the said policy. The insurance policies required 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.

Contractors' staff involved in this project may be required to participate in a criminal background check process as prescribed by the school district.

Applicants must comply with all applicable licensing and certification requirements specific to the proposed services.

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.

Scope of Work/Performance	YES	NO
<p>Program 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.</p>		
The program can be used with any curriculum and supports instruction with standards-aligned texts.		
The program provide training in job-embedded professional development for instructional staff in instruction inclusion students for all subjects within all grades, including but not limited to instructional coaching, data coaching, assessment coaching, lesson planning, lesson modeling, differentiated instruction, scaffolding and utilizing and identification of resources.		
The program provide professional development through job-embedded coaching and workshops to include, but not limited to collaboration, research-based reading strategies and classroom management.		
The program features an embedded benchmark assessment but also supports the option to integrate results from select early literacy and reading assessments to streamline testing and monitor growth.		
The program assist the schools' and district leadership teams 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 schools' and district's leadership teams to assess, monitor, and adjust students' learning based on the students' identified strengths and weaknesses.		
The program provide any other training as identified by observation or upon the district's request.		
A variety of optional professional services are available to help educators and administrators implement and use the program effectively to promote effective special education services and supports.		
The program can be used with any K—12 Special Education practices.		
The program assist the schools' and district leadership teams in discipline data tracking, discipline procedures, etc.		
The program meets the Every Student Succeeds Act (ESSA) requirements for strong evidence of efficacy.		
Develop and submit DAILY reports to the school administration and the Federal Programs Director (chouse@glcsd.org), Special Education Director (aparker@glcsd.org), and Assistant Superintendent (zwince@glcsd.org). Also, all daily invoices will be submitted to the Federal Programs Director (chouse@glcsd.org).		
Criterion	Yes	No
Collaborate with professionals to increase student success.		
Interpret and communicate assessment information with stakeholders to collaboratively design and implement educational programs.		
Use student assessment data, analyze instructional practices, and make necessary adjustments that improve student outcomes.		
Provide strategies to SCD teachers and assistants in working with students who possesses Autism.		
Provide social skill strategies to SCD teachers and assistants in working with students who possesses Autism.		

	YES	NO
Technical Support		
The vendor's call center is located in the U.S. and provides technical support during school hours.		
Technical support is available via toll-free telephone, e-mail, and zoom.		
Professional Development		
The vendor offers both virtual and ONSITE professional development services that help teachers to make effective use of student data.		
Company is experienced and stable.		
The vendor has a large customer base, and schools and districts across the U.S. are currently using the program successfully		
The vendor has a high rate of customer satisfaction and can provide customer references.		
The vendor's solutions are research-based, and the vendor is committed to conducting ongoing research into the products' effectiveness.		
All programs/services selected shall/must possess the following characteristics:		
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.		
Alignment between research and practical		
Monitoring of student progress using reports based on student data		
Evidence of ongoing support through response to technical assistance questions		
Capacity to provide onsite training and professional development for key staff		
Capacity to keep services current over time		
Adequate fiscal resources to support continuing services over multiple years		
Proven history of delivery of service		
Compliance with federal, state, and local policies		

Scoring Methodology	YES	NO
<p>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.</p> <p>Acknowledge this scoring method in the box to the right to indicate that you understand this process.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Notice to Respondents: <u>Do not write or fill in the spaces provided below. These spaces are reserved for the District evaluation process.</u></p>	YES	NO
<p>1. Organizational Experience - Possible Score – 20 – Variables considered in evaluating this category will include, but not belimited to the following:</p> <ul style="list-style-type: none"> a. Applicant’s experience and success in conducting similar work b. Experience in fulfilling contract of similar nature/Years Experience c. Quality and completeness of proposal d. Organizational structure e. Integrity 	_____	20
<p>2. Program Design - Possible Score – 35 – 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;</p> <ul style="list-style-type: none"> a. Innovative and creative approach b. Connection, representation and sensitivity to cultural and ethnic diversity c. Ability to maintain alignment with Standards of the Mississippi Department of Education 	_____	35
<p>3. Cost Efficiency – Possible Score – 25</p> <ul style="list-style-type: none"> a. Total cost of proposed services b. Service and support cost; 	_____	25
<p>4. Program Operations – Possible Score - 20</p> <ul style="list-style-type: none"> a. Adequacy of resources, including personnel, equipment, financial stability and other related factors b. Management and planning: The quality of procedures/organizational structures proposed for completion of work c. Timeliness of services; 	_____	20
<p><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></p> <p style="text-align: center;"><i>Possible Value-Added Points</i> _____</p>	_____	5

Evaluator’s Signature *Date*

