



HOWARD COUNTY PUBLIC SCHOOLS
PURCHASING DEPARTMENT
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(410) 313-6644

**ADDENDUM NO. 1
(Total Pages - 2)**

June 16, 2021

Request for Proposal No. 050.21.B1

Interactive Literacy and Assessment Program

Due Date: June 23, 2021 Time: 3:00 P.M.

The following shall be incorporated into the captioned solicitation as though included in the original documents issued.

The Board of Education authorizes the following changes, clarifications and or attachments to the solicitation documents; however, such changes shall not relieve the firm of their responsibilities as otherwise required by the solicitation documents.

Questions and Responses

1. Will you genuinely consider a supplemental literacy program that can only offer literacy instruction for grades 3–6 rather than all grades 3–12?
Response: Only programs for grades 3-12 will be considered.
2. Can you confirm that this RFP is for a supplemental program, not a core program?
Response: Whether the program will be used a core program, or a supplemental program at each grade level has not been determined yet. We will make that determination after a selection is made.
3. Regarding Section III.E.Financial Information/Capability: can you confirm that this information is *not* required in our proposal?
Response: Yes, confirmed but if requested, will need to be provided within the request time.
4. How many students are in grades 3-12?
Response: 44,369
5. How many schools are there for grades 3-12?
**Response: 42 elementary schools
20 middle schools
12 high schools**
6. Page 9, S – Description of Services: It states: The Howard County Public School System (HCPSS) is seeking a cloud based, interactive literacy and assessment program for grades 3-12 that is built around authentic text.
Question: Can the assessment include a combination of authentic and commissioned text? What percentage of authentic text is required in the assessment?
Response: A combination of authentic and commissioned text is acceptable. It is preferred that the majority of the text is authentic text.

Continue on next page

7. Page 9, Required Features: Tools for differentiation and accessibility:
- o read aloud
 - o translation
- Question: Are these required features for the assessment or the curricula/lesson resources? Into what languages does the assessment and lesson resources need to be translated?
- Response: They are required for the lesson resources, optional for the assessments. The primary needed languages are Spanish and Korean. Additional options are preferred.**
8. Page 9, Required Features: Lessons that cover the domains of English Language Arts:
- o reading literature and informational text
 - o language
 - o vocabulary
 - o writing
 - o speaking and listening
- Question: Are the domains listed above referring to the lessons only, or the assessment as well?
- Response: These domains refer to both the lessons and the assessments.**
9. Page 14, C – Service Description:
Copy of training or other reference to materials provided to use the proposed solution.
- Question: Training materials are customized for each client. Will “samples”, rather than copies of another client’s training plan and materials, meet this requirement?
- Response: Yes, Samples of training materials will meet the requirement, but please indicate what if any deviations there may be.**
- o Ability to provide a demo with valid data upon request.
- Question: Please define what is meant by “valid data.” Sample data sets are typically used in demo environments.
- Response: Sample sets should work, but need to relevant to the program to be provided.**
10. Page 15, F - Computer Capabilities: Identify knowledge and experience with various types and levels of computer programs.
- Questions: Are you asking what type of knowledge and experience the contractor’s employees have with various computer programs? What computer programs in particular do you want to know about?
- Response: This request is to have vendor acknowledge and confirm they have the technology and experience. While obvious, the intent is to identify if the services are outsourced or done internally.**
11. The RFP states: All materials, including but not limited to training documents, program and software, diagnostic equipment and energy information systems furnished by Contractor to HCPSS in connection to this Program shall remain the property of the School System. No materials will be returned to the Contractor at the end of the contract period including any that are copyrighted. HCPSS shall have the right to continue using all and any control equipment and document materials for as long as the School System desires to do so.
- Question: If a provider is proposing a proprietary assessment software and online intervention resources, does HCPSS expect to own the rights to that software or access to those programs at the end of the contract period?
- Response: No, if the provider already owns, then this does not apply.**
12. Who is HPCSS currently partnering with for these interactive literacy and assessment resources?
- Response: We have used Actively Learn and CommonLit.**
13. Is “Appendix A: Contractor Performance Evaluation Scorecard” to be filled out by a reference and submitted with the proposal, or is this just in reference to a score card that may be used in the future to evaluate our performance?
- Response: It is to be used for evaluating the awarded contractor in the future.**
14. Due to the fact the submission is now electronic, is a company seal required by the signatures? (Page 8.P.1)
- Response: A company seal, then scanned would be ideal, but not required.**

There are no other changes.