

ADDENDUM NO. 3

June 14, 2023

RE: **Bid #116.23.B6**, RFP – Cloud Based Adapted Reading Program

FROM: **Purchasing Office
Howard County Public Schools
10910 Clarksville Pike
Ellicott City, MD 21042
(410) 313-6723
(410) 313-6789 fax**

TO: APPROVED PROSPECTIVE BIDDERS

This addendum forms a part of the Contract Documents and modifies the Original Bidding Documents as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Price Sheet/Form of Proposal. Failure to do so may subject the Bidder to disqualification. This Addendum consists of three (3) pages.

A. The above referenced solicitation is hereby amended as follows. Language being added is bolded with double underlines, like this: **bolded with double underlines**. Language being deleted has a double strikethrough like this: ~~double strikethrough~~.

1. Section V: Technical Proposal Format

~~5.1. G Equal Employment Opportunity Practices (Submit under TAB G) HCPSS is committed to assisting firms that are majority owned by minorities and women. Offerors must state in its submittal whether it is majority owned by minorities and/or women. Offerors are expected to make every effort to meet or exceed the goal of 25 percent participation by organizations majority owned by Native American/Alaskans, Asian/Pacific Islanders, Blacks, Hispanics, persons with disabilities, and/or women as certified by the Maryland Department of Transportation, the certifying agency in Maryland~~

B. Questions and Answers.

1. Section 1.15 requires the complete of a "Price Proposal Work Sheet" - please clarify where the worksheet can be found?

Response: Appendix C – Price Proposal

2. Can you please confirm what skill sets are identified by the Ready to Read Act/COMAR 13A.03.08?

Response: Language from the Ready to Read Act & COMAR:

Supplemental reading instruction means evidence-based, sequential, systematic, explicit, and cumulative instruction or intervention to mastery of foundational reading skills including phonological or phonemic awareness and processing, phonics, and vocabulary to support development of decoding, spelling, fluency, and reading comprehension skills to meet grade level curriculum.

3. Which version of the Maryland College & Career-Readiness Standards do we need to align to?

Response: The current ELA standards displayed on the Maryland State Department of Education: <https://www.marylandpublicschools.org/programs/Pages/ELA/MCCR.aspx>

4. For pricing purposes, how many students are expected to use the reading program?

Response: This is a supplemental support based on student data, therefore we cannot provide a specific number of students that will utilize the program by school. The enrollment number will vary each year based on student data. There are 25,000 elementary students in HCPSS but not all students would be utilizing this program. There are 42 elementary schools in HCPSS that might have students that would need this supplemental support.

5. Does the district anticipate awarding multiple vendors?

Response: There will be one vendor awarded this contract.

6. Could you confirm the enrollment numbers for each elementary school?

Response: This is a supplemental support based on student data, therefore we cannot provide a specific number of students that will utilize the program by school. The enrollment number will vary each year based on student data. There are 25,000 elementary students in HCPSS but not all students would be utilizing this program. There are 42 elementary schools in HCPSS that might have students that would need this supplemental support.

7. Which version of the Maryland College & Career-Readiness Standards do we need to align to?

Response: The current ELA standards displayed on the Maryland State Department of Education: <https://www.marylandpublicschools.org/programs/Pages/ELA/MCCR.aspx>

8. I was looking at **Appendix C. Information and Cost Proposal D. 1.** a screener tool is referenced. Is that correct? Please clarify if “screener tool” was intended to be “adaptive reading program.”

Response: should be "adaptive reading program"

9. Will purchases be made at the district or school level?

Response: District Level

10. What core curriculum is HCPSS currently using?

Response: Maryland College and Career Readiness Standards (MCCRS)- here is the resource page for the community <https://www.hcpss.org/academics/english-language-arts/curriculum/>

11. Is the awarded contract intended as a districtwide implementation or to provide a list of approved vendors for individual schools to purchase from?

Response: District Level

12. What is the expected implementation/training start date?

Response: End of August

13. What data systems do you already use in your ecosystem today?

Response: Syergy, Hoonuit, Canvas, Clever for student access

14. What programs are currently utilized to address the district's cloud-based adapted reading program needs?

Response: Lexia Core 5, Common Lit

15. Please clarify if "screener tool" was intended to be "adaptive reading program"?

Response: Yes. It is "adaptive reading program".

16. Section 4.3.3.B states "Submissions must include... Interpretation" - please clarify what is expected for Interpretation?

Response: Please disregard. See change above.

17. Section 5.1.D requires an "executed solicitation document including any addenda" - please clarify what forms or documents are required for Tab D?

Response: Page 1 of the RFP requires a signature. Acknowledgement of all Addenda/Addendums is also required. Acknowledgement can be found on Appendix D – Proposal Affidavit.

18. Section VI is described as Technical and Cost Proposal Form, though the table shown lists the evaluation criteria. Please clarify if this is the correct form, and if so, what information is desired?

Response: The Offeror acknowledgement of evaluation criteria is desired.

19. Where will vendors be able to view or obtain a copy of the award details for this bid?

Response: The award will be posted to eMaryland Marketplace Advantage within 30 days of award. The award will also be posted to HCPSS Purchasing website.

20. Can you please provide more information/an amount for the bid bond?

Response: There is no bid bond required.

21. What is the budget for this project?

Response: The budget cannot be released.

22. Please confirm that MBE participation is not required for this RFP. The RFP states in G. Equal Employment Opportunity Practices that the District has a goal of 25 percent, but on p. 37, Table 1: RFP ATTACHMENTS AND APPENDICES, MBE forms are not required with the submittal or after award.

Response: There is no MBE goal required. See Section A above.

23. What are the district's end goals for the integration?

Response: Students to make progress on the universal screener.

24. Approximately how many educators are expected to be involved in the onboarding of our program?

Response: Up to 4000 staff.

25. What is a "unit of the State of Maryland"? (Appendix A).

Response: An Agency or entity within the State of Maryland.

26. Should we include a full copy of the RFP in Tab D, or just the signed appendices and addenda?

Response: Yes.