

**Department of Materials Management  
Procurement Unit  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
45 W. Gude Drive, Suite 3100  
Rockville, Maryland 20850**

May 5, 2017

**NOTICE TO BIDDERS**

**The following are questions submitted and responses regarding  
RFP No. 4407.1, Instructional Data Management Platform**

**Question 1:** Do you want a really innovative solution (out of the box) exceeding your expectations or a kind of legacy (in the box) solution exactly shaped by your requirements?

**Answer:** MCPS will consider all Instructional Data Management Platforms that meet or exceed the defined scope of services. A vendor who can and will entertain and implement timely customized enhancements is highly desirable.

**Question 2:** If you want the best of the both worlds and ready to lose your strict requirements, can our company partner with your office of the Chief Technology Officer? Is it allowed by your rules?

**Answer:** Partnering across offices is customary and necessary given the content of and the technology requirements for an instructional data management platform that will improve student outcomes.

**Question 3:** Attachment B - Certification of Nonsegregated Facilities - states that a certification is required to be submitted. What type of certification is being requested? Is it a signed letter on proposer's letterhead stating compliance with non-segregation laws acceptable?

**Answer:** MCPS wants you to acknowledge that you are an equal opportunity employer, a signed letter on proposer's letterhead stating compliance with non-segregation laws is acceptable.

**Question 4:** Under Scope of Services 3.0 3.1 Requirements include:  
Letter b. Unlimited assessment creation for all users (summative, formative, interim, and diagnostic

Can MCPS define what they mean by summative assessments?

**Answer:** A summative assessment is an instrument used at the end of a teaching/ learning sequence to help a wide-range of stakeholders gauge student progress towards learning goals.

**Question 5:** Letter d. Item statistics reporting including quality, validity, and distractor analysis

Does MCPS expect distractor analysis for items other than T/F, Multiple Choice, and Multiple Select?

**Answer:** MCPS expects distractor analysis options commensurate with those used by nationally normed instrumentation.

**Question 6:** Does MCPS want the assessment platform to integrate with its LMS Canvas? If so, how? SSO, API, LTI?

**Answer:** Yes, to the maximum extent possible single sign on (SSO) is best for the end user and highly desirable, Application Program Interface is important to the architecture of the system to allow for manipulating data for MCPS internal programming initiatives. The LTI would add additional flexibility for MCPS to access and organize data. While this is highly desirable, it is not a cause for elimination from the selection process.

**Question 7:** Will this new assessment platform replace Performance Matters?

**Answer:** A highly integrated instructional assessment platform will influence the degree to which other platforms and processes are utilized in the current architecture.

**Question 8:** Would MCPS consider a solution that includes a nationally normed computer adaptive assessment as part of the Fully Integrated Student Assessment, Analytics and PD Platform to replace MCPS's current assessment and save the district significant cost?

**Answer:** Yes, but customizing and utilizing district specific materials is a top priority.

**Question 9:** The insurance industry has moved away from the requirement that insurers provide notice of cancellation, non-renewal, or material change to all named insureds and the standard ACORD form provides "notice will be delivered in accordance with policy provisions." We have found that insurers are unwilling to modify the policy to provide notice to additional insureds. In tune with industry standards, our insurance policy provides notice of cancellation to the first named insured. Would MCPS allow the Contractor to provide MCPS with direct notice

in the event of cancellation, material change, or non-renewal of our insurance policies?

**Answer:** The MCPS General Contracting Articles are our standard terms. A contractor in their response should indicate its desire to deviate from this or any of the clauses in the general articles as discussed in the mandatory submission and should submit a justification for any such variances or objections. MCPS will take this into consideration during the procurement selection process.

**Question 10:** In section 3.5 of the RFP document, MCPS outlines very general training requirements. Does the MCPS have a preferred training method: on-site, turn-key or web-based?

**Answer:** No, but an option for differentiated approaches to training is desirable.

**Question 11:** How many school district personnel does MCPS anticipate will require training?

**Answer:** All school based leadership teams (5 team member x 205 schools) 5-6 schools at a time in a regional location. Central Services Instructional, Technology/Reporting, and School Support Staff totaling approximately 150 in trainings customized to their role and responsibility. Customized and differentiated training follow-up as needs are identified.

**Question 12:** Can the District provide a number of participants who should attend training sessions for each component of our comprehensive solution as part of a train-the-trainer program?

**Answer:** *To be clarified May 8, 2017.*

**Question 13:** Page 3 Scope of Services 3.1.(d) e.- Will you accept scanning other than OMR scanning for paper pencil delivery of assessments?

**Answer:** No

**Question 14:** Page 3 Scope of Services 3.1.(e) g.- Please clarify what an "Associate" TEI question is?

**Answer:** Linking questions on a student assessment which are inter-related for scoring purposes. Questions build upon each other which provides flexible scoring options.

**Question 15:** Page 3 Scope of Services 3.1.(g) - Is the online option to track graduation requirements a desired feature or mandatory feature?

**Answer:** Highly desirable feature given the dynamic nature of requirements for each high school grade level.

**Question 16:** What SIS does the District use?

**Answer:** The SIS is a internally developed system with integrated features with PowerSchool and Pinnacle (grade book)

**Question 17:** Does the district use DIBELS, Fountas and Pinnell, MAP, or GoMath?

**Answer:** MAP- R/P/M- District            Fountas and Pinnell – Select Schools

**Question 18:** What Assessment System is the District Currently using?

**Answer:** Achievement Series, Engrade, iReady, Performance Matters, NWEA to varying degrees and at varying levels.

**Question 19:** Can the district provide a sample or description of the “Associate” item type from page 3, Scope of Services 3.1, item E?

**Answer:** Linking questions on a student assessment which are inter-related for scoring purposes. Questions build upon each other which provides flexible scoring options.

**Question 20:** Can the district expand upon “District Measures” and “Grades” from page 4, Scope of Services 3.1, item M?

**Answer:** District Measures are district developed assessments and Grades are report card grades.

**Question 21:** Does the district have an anticipated date(s) that on-site presentations from finalists would be requested, if required?

**Answer:** If necessary May 17, 2017 but subject to change dependent on the evaluation process.

**Question 22:** Can the district provide assurance that the list of all school district clients required within section 6.0 (page 6) will remain confidential to the district and not released as public documentation? This information will, of course, be marked as confidential.

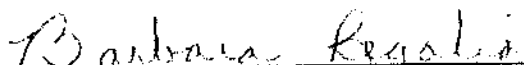
**Answer:** Yes, your original response will not be shared and this is a perfect example of what should be taken out in your "redacted" copy of your proposal submission; any information that you want to be confidential and not released as public documentation.

**Question 23:** Does the district desire train-the-trainer or end user training?

**Answer:** The district is open to customized and differentiated approaches to training one of which can be train-the-trainer.

**Question 24:** Please confirm the student count for pricing purposes.

**Answer:** September 2016 Official enrollment 159,022 students

  
\_\_\_\_\_  
Barbara Regalia, CPPB, Team Leader, Procurement Unit

Please indicate your acceptance of this notice by signing below and returning with your RFP or under separate cover.

Accepted:

\_\_\_\_\_  
Name and Title

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

