

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

**March 19, 2020**

**NOTICE TO BIDDERS**

**The following are questions and responses regarding  
RFP No. 4915.1, Digital Courses**

Question 1: I represent two high school textbook companies that have materials for English Language Arts and Science. Both companies have materials that would cover the high school curriculum. Are you all looking for a comprehensive program for all students? Or are you all looking for digital solutions for a small part of the student population; for example, home and hospital population?

**Answer: The digital courses will be used for both original credit and credit recovery for a broad cross-section of the student population, but will not be employed in place of current curriculum countywide.**

Question 2: Are you looking for digital solutions for students to work through with minimal interaction and direction from the teacher?

**Answer: We plan to utilize the digital solutions in a blended environment. In Maryland, that means that at least 20% of the instruction in a given course must be synchronous. The 80% of the content that is asynchronous should require minimal direction, but could involve teacher feedback.**

Question 3: For the AP classes, are you looking for a digital solution that the student can work independently in order to master the AP curriculum?

**Answer: See question 2**

Question 4: Will the teacher-of-record for the digital courses be supplied by the District or should the vendor's solution include access to certified teachers as well as courses / content?

**Answer: The district will supply teachers of record.**

Question 5: The district indicated a desire for bundled course pricing. Can you clarify which course titles should be bundled to serve your intended scope, any specific instructional use these bundle(s) should be able to address (e.g. original credit, credit recovery, etc.), and the approximate quantity of students each is intended to serve?

**Answer: Our long-term goal is a virtual school that will allow students to earn all credits towards graduation using courses from this RFP. Therefore, we would at least need the following courses: English 9-12, Algebra 1, Geometry, Algebra 2, Precalculus, Calculus, Statistics, Biology, Chemistry, Physics, American Government, Modern World History, U.S. History, French 1, French 2, Spanish 1, and Spanish 2, a fine arts course, a technology course, college and career seminar, physical**

**education, and health. The courses will be used for original and recovery credit. This year, we have approximately 1,500 students enrolled in 3,500 courses. We intend to expand our usage even further in the coming years.**

Question 6: Is the first tab of the pricing excel title “Solar PV 2014 RFP Schools List” an error? Should there be information relevant to this RFP on that tab?

**Answer: This tab will be deleted and an erratum will be issued to indicate the correction.**

Question 7: For the separate pricing document, does that need to be submitted in a separate envelope/package? How many copies, etc. are required?

**Answer: Yes, one hard copy is required.**

Question 8: Are we permitted to provide additional narrative in a Word/PDF document to give further detail about our pricing and to meet the requirement to outline “content, timeline for implementation, professional development, etc.” (page 13, 7.3)?

**Answer: Yes**

Question 9: Can you elaborate on “collaborate and share course materials” as mentioned in this requirement on page 7, 3.2.1 6. Digital Courses provide staff with opportunities to collaborate and share course materials within the platform?

**Answer: It would be helpful if teachers at different sites were able to share resources through the platform. For example, if a teacher wishes to add an MCPS-created assessment to a course, it would be helpful to have a space within the platform that another MCPS teacher could add it to their course as well.**

Question 10: Please advise how we complete the MAPT Cooperative Rider Clause. The attachment provided is just an explanation.

**Answer: Yes, you can initial and date indicating that you have read and understand.**

Question 11: Are vendors permitted to opt-out/take exception to the MAPT Cooperative Rider Clause if we do not wish to participate?

**Answer: If you take exception you may indicate to which agencies or jurisdictions you take exception to or indicate that you take exception to all.**

Question 12: Are we to submit a demo account with our proposal? Section 3.3 states only if asked by MCPS. Section 8.1 says a sample of online content is part of a complete response.

**Answer: You should submit a demo account so that we can review each course.**

Question 13: Please clarify which of the following is correct.

a. Page 1 states: The contractor must submit one (1) original, one (1) redacted copy, one (1) electronic version on CD or flash drive and **five (5) separate copies** of the proposal.

b. Page 13 states: One (1) original and **ten (10) copies**, as well as one (1) electronic version on CD or flash drive of the response, and one (1) redacted copy, as well as one (1) electronic version on CD or flash drive...

**Answer: The correct amount is: One (1) original and ten (10) copies, as well as one (1) electronic version on CD or flash drive of the response, and one (1) redacted copy, as well as one (1) electronic version on CD or flash drive. We will issue an erratum to correct.**

Question 14: Please identify all the grade levels that will be serviced by this RFP.

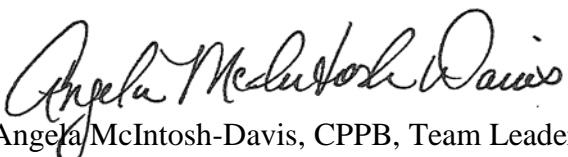
**Answer: Most of the students will be in grades 9 through 12. However, we will be utilizing this curriculum to serve middle school students in home and hospital teaching, as well.**

Question 15: How many sites does this implementation involve?

**Answer: It will likely involve all 26 of our high schools, 5-7 satellite virtual learning sites, and possibly our 40 middle schools.**

Question 16: On page 20, Section 20 the MCPS General Contracts Articles are mentioned as attached at Appendix A. Appendix A wasn't included in the document. Can you provide now for review?

**Answer: It is a separate document that can be found on the MCPS webpage under open solicitations, RFP number 4915.1:**  
[http://procurement.montgomeryschoolsmd.org/home/Bid\\_Record/1736](http://procurement.montgomeryschoolsmd.org/home/Bid_Record/1736)

  
Angela McIntosh-Davis, CPPB, Team Leader  
Procurement Unit

AMD

Please indicate your receipt of this notice my signing below and returning with your proposal or under a separate cover.

Accepted By: \_\_\_\_\_  
(Name & Title)

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

*Angela McIntosh-Davis*