



## REQUEST FOR INFORMATION

*RFI 110524 HS-Math: High School Finite Math Curriculum Materials*

### 1.0 Description

- 1.1 The Puyallup School District in support of the Department of Teaching and Learning is seeking information on High School Finite Math Curriculum Materials. The overarching objective of this request is to obtain pricing quotations for the High School Finite Math curriculum intended for implementation within the District in grades 11-12. This course is designed for students to learn concepts and techniques widely used in professional fields like business, social sciences, technology and management, use of critical thinking and analytical skills, problem solving, and mathematical modeling.
- 1.2 THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. This RFI is issued solely for information and planning purposes – it does not constitute a Request for Proposal (RFP) or a promise to issue an RFP in the future. This request for information does not commit the District to contract for any supply or service whatsoever. Responders are advised that the District will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party's expense.
- 1.3 Schedule of Events:
  - RFI Release Date: November 7, 2024
  - Written Response Due: December 6, 2024
  - Sample Materials Due: December 13, 2024

### 2.0 Background

- 2.1 The Puyallup School District encompasses 22 elementary schools, seven junior high schools, three comprehensive senior high schools, an alternative school, and a digital learning program. Prospective vendors are encouraged to submit a response that aligns with the educational needs and standards of our diverse school community.

The central office of the Puyallup School District is located at 302 2<sup>nd</sup> Street SE, Puyallup, WA 98372, Pierce County. The District serves nearly 23,000 students, with an approximate demographics of 1.0% American Indian/Alaskan Native, 7.0% Asian, 6.6% Black/African American, 20.0% Hispanic/Latino of any race(s), 3.1% Native Hawaiian/Other Pacific Islander, 13.7% two or more races, and 48.4% White.

The Puyallup School District values academic excellence and ensures every student learns in safe and supportive environments in order to develop as critical thinkers ready to take on the world. In partnership with the community the District:

- Treats each student as a unique learner.
  - Ensures all students have equal opportunities for learning and are supported in achieving competency in required subject and performance areas.
  - Regularly assesses, evaluates, and communicates to students, families, and the community the results of student performance.
  - Engages parents/guardians, family members, guardians, and students as active partners in the educational process.
  - Incorporates concepts of diversity that benefit all and are integral in all district endeavors.
- 2.2 Security Requirements. Responders are required to maintain the security and confidentiality of District employees' information and/or records obtained during this RFI. More importantly, in order to obtain a contract with the District, the vendor must agree to protect the confidentiality of employees and students (see [Data Sharing Agreement](#)).



- 2.3 Technology Integration. In order to obtain a contract with the district, the vendor must complete a form to outline the necessary infrastructure, technical specifications, and requirements needed for the successful integration of technology (see [Technology Integration Form](#)).

### 3.0 Requested Information

- 3.1 Interested parties are requested to respond to this RFI with a white paper. **White papers are due no later than Wednesday, December 6, 2024 at 4:00 PM PST.** Responses shall be limited to 30 pages and submitted via email only to [instructionalmaterialsadooption@puyallupsd.org](mailto:instructionalmaterialsadooption@puyallupsd.org) with email subject line indicating: **RFI 110524 HS-Math Response: [Enter Product Name].**
- 3.2 The requested curriculum material is for **High School Finite Math**. This course is designed for students to learn concepts and techniques widely used in professional fields like business, social sciences, technology and management, use of critical thinking and analytical skills, problem solving, and mathematical modeling.
- 3.3 The response must include the following:
- Section 1 of the white paper shall provide **administrative information** and shall include the following as a minimum: company name, business address, name of point of contact, email address, telephone number, business license number, EIN, and business type (corporation, partnership, individual, other).
  - Section 2 of the white paper shall include a list of at least **three references** that have used the materials for at least a year and can provide feedback.
  - Section 3 of the white paper should include a **summary of reasons why responder believes the curriculum materials are high-quality.**
  - Section 4 of the white paper should provide the **answers to the five questions** listed below: (3.0 Requested Information).
    1. How do your materials align not only with Washington state standards but also with skills relevant to students' future career pathways? Can you provide examples of how the course content connects with real-world applications and career-readiness skills?
    2. How do your curriculum materials address the learning needs of all students including, but not limited to, students not reading at grade level, multilingual learners who qualify for English language learning services, students with learning differences, and extensions for students who are exceeding grade-level standards?
    3. What instructional resources and assessment tools do you offer that support both academic mastery and practical skills students might apply in various careers? How do these assessments track students' growth in skills applicable beyond high school?
    4. How do your curriculum materials allow students to see mathematics as a tool to make changes in society and their communities?
    5. How do your curriculum materials engage students in sense-making activities that are meaningful to their lives and interests in a flexible and modular manner?
  - Section 5 of the white paper should include an itemized quote valid for 120 days for the items listed below. (If the company does not provide one of the items listed, please clearly indicate that in the quote).
    - Quote for High School Finite Math:
      - 3 hard copies of teacher's editions
      - 3 teacher online access (7-year access)
      - 90 copies of student textbooks
      - 180 student access to online materials (7-year access)
      - 32 hours of professional development, to be utilized over 3 school years
  - **Sample materials:**
    - Interested parties are requested to submit sample materials to showcase the quality of their instructional materials. **Sample materials are due no later than Friday December 13, 2024 at 3:45 PM PST.** Email



access to digital samples for online review to [instructionalmaterialsadoption@puyallupsd.org](mailto:instructionalmaterialsadoption@puyallupsd.org) with email subject line indicating: **RFI 110524 HS-Math Sample: [Enter Product Name]**. Mail hard copies to: Instructional Materials Processing Center, Attn: Lori Miller, 3607 17th St SW Puyallup, WA 98373.

- All materials submitted in response to this RFI shall become the exclusive property of the District. If or when a contract is awarded to one of the vendors, the District reserves the right to destroy any sample materials submitted during this RFI process.
- Include a list of materials that are available in other languages in addition to English.

#### **4.0 Discussions**

District staff may or may not choose to meet or chat with responders. Such discussions would only be intended to get further clarification of questions based on the response submitted.

#### **5.0 Inquiries**

For any inquiries, questions, requests for clarification, or concerns regarding the accurate interpretation of any section, identification of discrepancies, and/or identification of omissions in the RFI, kindly direct communication via email to [instructionalmaterialsadoption@puyallupsd.org](mailto:instructionalmaterialsadoption@puyallupsd.org). Please include "**RFI 110524 HS-Math: Assistance/Questions**" in the subject line of your email.

#### **6.0 Summary**

THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. The RFI is released for informational and planning purposes only; it does not serve as a Request for Proposal (RFP) nor a commitment to issue an RFP later. The Puyallup School District is exploring High School Finite Math Curriculum Materials. The primary goal of this RFI is to gather pricing quotations for the curriculum intended for grades 11-12.

White papers are due no later than Friday December 6, 2024 at 4:00 PM PST and should be submitted via email only to [instructionalmaterialsadoption@puyallupsd.org](mailto:instructionalmaterialsadoption@puyallupsd.org) with email subject line indicating: RFI 110524 HS-Math Response: [Enter Product Name].

Sample materials are due no later than Friday, December 13, 2024 at 3:45 PM PST. Email access to digital samples for online review to [instructionalmaterialsadoption@puyallupsd.org](mailto:instructionalmaterialsadoption@puyallupsd.org) with email subject line indicating: RFI 110524 HS-Math Sample: [Enter Product Name]. Mail hard copies to: Instructional Materials Processing Center, Attn: Lori Miller, 3607 17th St SW Puyallup, WA 98373.