



Francis Howell R-III School District

Request for Proposal

Web-Based Universal Screener & Personalized Math Instructional Tool

Addendum I November 14, 2024 – Questions and Clarifications Pertaining to the RFP

Responses due November 20, 2024, 10:00 a.m. CDT

1. Will the district accept a digital, email submission? RFP page 2
Submissions by email are acceptable as a form of a digital submission.
2. RFP is labeled for math however in Section 1.0, reading and writing are mentioned. Is the district only looking for a universal screener and instructional tool for math only?
The district is looking for a universal screen and instructional tool for math only.
3. RFP page 5 states: “Based upon the desired Scope of Work (Section 3.0, page 10), prepare a detailed proposal that outlines how your organization will support FHSD to meet all math performance standards as outlined in MO DESE MSIP 6.” Page 10 is actually Section 7.0 Contractual Terms. Please confirm this is a typo and the District is looking for vendors to respond to Section 3.0 Scope of Work.
Please refer to Section 3.0, the scope of work.
4. For pricing purposes, will the District provide the total number of teachers and the total number of students anticipated to purchase the solution?
There will be approximately 1500 teachers and 16000 students.
5. What solution is the District currently using?
We do not have a universal screening tool at this time.
6. Does the District intend to make one or multiple awards?
The District will make one award for K-12.
7. How many years is the award contract?
The contract will be for one (1) year.
8. Will there be renewal options and if so, for how many years?
The district will accept proposals that include annual renewal options with no limit on number of renewal years.
9. What is the expected contract start date and end date?
The contract award will be for July 1, 2025 through June 30, 2026
10. Page 13, Basic Program Description point 2 states, "Provide letters of reference from previous clients that specifically relate to the School Improvement services of your organization. Provide contact information for each reference. (Submit a minimum of 3 letters and/or references). Would the District accept three references with contact information? Or are three letters of reference required?
Three references with current contact information and the length of the relationship with those references would be excepted in lieu of letters.

11. Would the District consider providing a one-week extension?

No extensions will be granted. The submission deadline will continue to be November 20, 2024 by 10:00 a.m CDT.

12. For the "Configuration Summary" noted at the bottom of RFP pg. 12, are vendors required to address all of the 9 items on the next page under 'Basic Program Description' within the 100 words allotted for the Configuration Summary?

The items do not need to be addressed within the configuration summary of 100 words or less. The summary should just be a brief description of the main component of the services, ie Math screener tool. Page 12 does not correlate with page 13. The basic program description is only an outline of what the district would like to see within the entire proposal.