

Request for Proposals

School-Based Psychological and Psychometric Evaluation Services School Year 2026–2027



**Yazoo County School District
94 Panther Drive
Yazoo City, MS 39194**

RFP Title: Psychometry and Psychological Evaluative Services

RFP Number: YCSD-SPED-PSY-2027

Release Date: April 29, 2026

Proposal Deadline: May 15, 2026

Contract Term: July 1, 2026 – June 30, 2027

Contact: Gloria Jamison, Associate Superintendent of Student Services

By submitting a Proposal, the Offeror certifies that it is registered to do business in the State of Mississippi as prescribed by the Mississippi Secretary of State or, if not already registered, that it will do so within seven (7) business days of being offered an award. Sole proprietors are not required to register with the Mississippi Secretary of State.

I. DISTRICT BACKGROUND

The Yazoo County School District (YCSD) serves approximately 1,200 students across four schools in Yazoo County, Mississippi. As a rural district operating under a Provision 2 model, YCSD is committed to ensuring equitable access to educational opportunities and support services for all students. The district maintains an approximate 85% student participation rate and holds an overall “B” accountability rating. Yazoo County High School has achieved a 94% graduation rate, demonstrating the district’s commitment to academic excellence and continuous improvement.

The mission of YCSD is to “create next generation leaders who pursue purposeful, productive lives.” The district’s vision focuses on delivering high-quality instruction, supporting the whole child, and engaging stakeholders in meaningful educational planning through initiatives such as EMPOWER25!.

The Office of Student Services and Special Education plays a critical role in ensuring that students with disabilities are accurately identified and provided with appropriate services. The department’s mission is to provide equitable, compliant, and data-driven services that support student success, while its vision is to ensure that all students are appropriately evaluated, identified, and supported to achieve their full potential.

Psychometry and psychological evaluative services are essential components of the special education process, directly impacting eligibility determinations, instructional planning, and service delivery. YCSD is committed to conducting timely, comprehensive, and compliant evaluations in accordance with the Individuals with Disabilities Education Act and Mississippi Department of Education requirements, including Indicator 11 timelines. The district seeks qualified professionals who can deliver accurate, high-quality evaluations and collaborate effectively with multidisciplinary teams to support informed decision-making and improved student outcomes.

II. PURPOSE

YCSD is soliciting proposals for student evaluation services to ensure timely and compliant eligibility determinations under Individuals with Disabilities Education Act.

III. SERVICE CATEGORIES

- **Category I: Psychometry Services**
- **Category II: Psychological Evaluative Services**

Vendors may apply for one or both categories. Awards will be made separately.

IV. SCOPE OF SERVICES

Category I: Psychometry

- Administration of standardized assessments
- Scoring and data compilation
- Report preparation support
- Compliance with evaluation timelines

Category II: Psychological Services

- Comprehensive psychological evaluations
- Interpretation of assessment data
- Eligibility determination participation
- Written reports aligned to IDEA criteria
- Participation in eligibility and IEP meetings

V. FEDERAL PROGRAM ALLOWABILITY

Services must:

- Be necessary, reasonable, and allocable under IDEA
- Directly support IEP implementation
- Comply with 2 CFR Part 200 and MDE requirements
- Include documentation for audit and monitoring

VI. SERVICE DELIVERY REQUIREMENTS

The selected vendor shall:

- Coordinate schedules with district administration
- Provide services across multiple school sites, as assigned
- Ensure confidentiality of student records (FERPA compliance)
- Utilize district-issued email and systems for communication
- Submit monthly service logs and invoices

VII. QUALIFICATIONS

Psychometry

- Bachelor's/Master's in Psychology or related field
- Training in standardized assessments

Psychological Services

- Licensed School Psychologist or Psychometrist (as applicable)
- Experience in school-based evaluations

VIII. Cost

Due to the specialized scope of services requested by the Yazoo County School District, vendors are required to provide a detailed, transparent cost proposal. It is anticipated that proposed costs may vary based on each vendor's service delivery model, staffing, and resources necessary to fulfill the requirements outlined in this RFP.

IX. COMPENSATION AND CONTRACT TERMS

- Vendors must submit a proposed hourly or service rate
- Rates must include all services (e.g., evaluations, meetings, documentation, therapy sessions), consistent with bundled service expectations
- Payment terms:
 - Monthly invoicing
 - Payment within 45 days of receipt of invoice
- The district reserves the right to:
 - Adjust service levels based on student needs
 - Terminate services with a 30-day written notice

X. INDEPENDENT CONTRACTOR STATUS

The selected vendor shall operate as an independent contractor and shall not be considered an employee of YCSD. The contractor shall have no authority to bind the district and shall be responsible for all applicable taxes, insurance, and liabilities.

XI. PROPOSAL REQUIREMENTS

All proposals must include:

1. Cover Letter and Vendor Information
2. Proof of licensure and certifications
3. Description of service delivery model
4. Evidence of experience in school-based settings
5. Proposed rate structure
6. Proof of liability insurance
7. References (preferably school districts)
8. Signed assurance of compliance with IDEA and MDE regulations

Incomplete proposals may be deemed non-responsive.

XII. EVALUATION CRITERIA

Criteria	Weight
Qualifications and experience	30%
Understanding of school-based services and IDEA compliance	25%
Cost effectiveness	20%
Capacity to meet district needs	15%
References and past performances	10%

XIII. SUBMISSION & TIMELINE

Release Date: Wednesday, April 29, 2026

Deadline for Bidders to Submit Questions: Wednesday, May 6, 2026, by 5:00 pm (CST)

- Questions concerning the RFP should be emailed to gloria.jamison@yazook12.org

YCSD Deadline for Response to RFP Questions: Wednesday, Friday, May 8, 2026

Proposal Deadline: Friday, May 15, 2026, by 5:00 p.m. (CST)

RFP Opening: Tuesday, May 19, 2026

Recommendation to YCSD School Board: Tentatively, Tuesday, June 2, 2026

Contract Term: July 1, 2026 – June 30, 2027

Submit to:
Yazoo County School District
 ATTN: Gloria Jamison
 Office of Student Services
 94 Panther Drive
 Yazoo City, MS 39194

XIV. RESERVATION OF RIGHTS

YCSD reserves the right to:

- Reject any or all proposals
- Waive minor irregularities
- Request additional information
- Negotiate terms with selected vendor(s)