

REQUEST FOR PROPOSALS

Instructions

1. Bidders must submit sealed proposals in an envelope clearly labeled with the Item Description shown above on the outside of the envelope. The proposal envelope and any information relative to the proposal must be addressed to:

**Purchasing Department, Suite 206
ATTN: Thomas Morgan
797 Westminster Street
Providence, RI 02903**

2. Bidders must include **at least** one original, one copy, and a digital PDF copy on a flash drive.
3. Proposal responses must be in ink or typewritten.
4. Bidders are advised that all materials submitted to Providence Public Schools for consideration in response to this Request for Proposals shall be considered to be public records as defined in [R.I. General Law Section 38-2 et seq.](#), without exception, and may be released for public inspection. All proposals submitted become the property of Providence Public Schools.
5. Bid proposals that are not present in the Providence Public Schools Purchasing Department at the time of opening for whatever cause will be deemed to be late and will not be considered. Postmarks shall not be considered proof of timely submission.
6. Questions regarding this request for proposals must be submitted to the Subject Matter Expert via email by the question deadline listed above. Questions will be answered via addendum to be posted publicly on the Providence Schools website. Bidders are responsible for checking the we

11. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
12. For contracts involving construction, alteration and/or repair work, the provisions of State Labor Law concerning payment of prevailing wage rates apply (See R.I. General Law [Section 37-13-1](#) et seq. as amended).
13. All proposals will be disclosed at the opening date and time listed above.
14. Awards will be made within ninety (90) days of the proposal opening. All proposal prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
15. No goods should be delivered and no work should be started without a Purchase Order from Providence Public Schools.
16. Prior to commencing performance under the contract, the successful bidder (the “Contractor”) shall attest to compliance with provisions of R.I. General Law [Section 28-29-1](#), et seq. If exempt from compliance, the Contractor shall submit a sworn Affidavit by a corporate officer to that effect, which shall accompany the signed contract.
17. Prior to commencing performance under the contract, Contractor shall, submit a certificate of insurance, in a form and in an amount satisfactory to Providence Public Schools.
18. The Contractor will not be permitted to: assign or underlet the contract; or assign either legally or equitably any monies or any claim thereto without the previous written consent of the Director of Purchasing.
19. The Contractor shall not be paid in advance.
20. The contract shall be in effect from the

”) is data generated from usage of Company Products from which all Personally Identifiable Information has been removed or obscured so that it does not identify an individual student and there is no reasonable basis to believe the remaining information can be used to identify a student. For the purposes of this agreement De-Identified Data will not be considered Personally Identifiable Information and, thus, shall not be deemed FERPA Data, as defined above, or CO6 as defined, and so - I -

parties by the other party or commercially exploited by or on behalf of Company, its employees or agents.

- c. Method of Transfer. Company will employ industry best practices, both technically and procedurally, to protect the Data from unauthorized physical and electronic access during transfer.
- d. Restrictions on Use. The Receiving Party shall not use Confidential Information of the Disclosing Party for any purpose other than in furtherance of this Agreement, with the understanding that the Company also retains aggregate, de-identified, anonymized information for improvement, research and development purposes. The Receiving Party shall not disclose Confidential Information of the Disclosing Party to any third parties except as otherwise ptd()Tj0.002 T828 0 Td()Tj -0.002fa10.001 Tw 4.14 0 Td.0025 Td{ot)-2 (he)4

actions to mitigate the effects of any such Security Incident. If the Security Incident results in a Security Breach, a documented, unsecured disclosure, access, alteration or use of the data, not permitted in this Agreement, which poses a significant risk of financial, reputational or other harm to the affected End User or the District, Company shall, (i) timely provide any notifications to individuals affected by the Security Breach that Company is required to provide, and, (ii) notify District of the Security Breach, subject to applicable confidentiality obligations and to the extent allowed and/or required by Applicable Laws. Except to the extent prohibited by Applicable Laws, Company shall, upon District's written request, provide District with a description of the Security Breach and the type of data that was the subject of the Security Breach.

The parties will each cooperate fully in resolving any actual or suspected acquisition or misuse of Confidential Information.

33. In the event of termination by District or Company prior to completion of the contract, only the segment of fees attributable to non-licensing shall be subject to proration. Compliance with FERPA and COPPA is subject to survival of any provisions in accordance with their specific terms. Company obligations to comply with FERPA requirements will survive the expiration or termination of this contract.

Providence Public School District

Request for Proposals

RFP Title: **Digital SAT Prep**

2024-2025

Funding Source (Contingent on Funding): Local

I. Background

The Providence Public School Department is soliciting proposals for a preparation program and materials for the Digital SAT for students in grades 10 and 11. Digital SAT Prep will support the district in preparing students for success on the new Digital SAT and College and Career success.

The Providence Public School District (PPSD) serves approximately 24,000 students attending our 37 schools. PPSD employs more than 3,200 professionals who work in and provide support to our schools, which include 19 elementary schools, 7 middle schools, 10 high schools. Of our employees, approximately 2,000 educators, and more than 600 others directly support students and families in our schools.

Our schools are diverse learning communities. Approximately 68% of our students are Latinx, 15% Black, 6.5% White, 4% Asian, 5.5% Multi

Approximately 31% of students are multilingual learners, and about 16% of students receive special education services. Approximately 55% of students come from homes where English is not the primary language spoken. Combined, our students and families speak 55 different languages from 91 countries of origin.

II. Required Qualification

PPSD encourages vendor(s) to submit proposals that meet the qualifications listed below:

A digital and personalized Digital SAT prep program/course that includes personalized support and prepares students for success on the Digital SAT.

References

Please provide contact information for two organizations of similar size and usage as Providence Public School District that have used your company for similar products/services within the last three years.

III. Scope of Work

Content

- a. The vendor will provide a digital and personalized Digital SAT prep program/course that includes personalized support and prepares students for success on the Digital SAT.

Timeline for Implementation

- a. **Phase one** - The program should be available to the district no later than August 1st, 2024

Validity

- a. Provide documentation of program effectiveness and alignment to the new Digital SAT.

Technical

- a. All products should interface with Clever single sign on.

Implementation & Reporting

- a. Provide a detailed timeline of how and when the work is expected to complete to fulfill the timelines developed by the District. In the proposal, provide for, at a minimum, monthly management meeting between the program provider(s) and PPSD staff. Meetings may be held by telephone, videoconference, or face-to-face. The monthly management meetings will provide an opportunity to review and discuss the current status of the implementation and address any concerns.

<i>Ability to provide all tests in both English and Spanish (0-20 points)</i>	
<i>Ability to provide all tests by the deadline of August 1st in electronic format. (0-10 points)</i>	
Total Score	

Providence Public Schools may choose to seek clarifications from vendors with regard to their proposals. All responses will be provided in writing, and incomplete and/or unclear responses may result in a proposal being deemed technically unacceptable. Providence Public Schools reserves the right to make a selection without requesting clarification. Additionally, Providence Public Schools may not necessarily seek clarifications from all vendors submitting proposals.