

DATE AND TIME TO BE OPENED:	August 15, 2024, 1:00PM
PRE-BID CONFERENCE (IF APPLICABLE):	None
SUBJECT MATTER EXPERT (NAME):	Lizabeth Mattson
SUBJECT MATTER EXPERT (EMAIL):	FederalNonPublics@ppsd.org
QUESTION DEADLINE:	August 1, 2024 4:00PM

Notice to Vendors
General Terms

1. Providence Public Schools reserves the right to award the contract on the basis of the lowest responsible evaluated bid proposal.
2. In determining the lowest responsive evaluated bid proposal, cash discounts based on preferable payment terms will not be considered.
3. No proposal will be accepted if it is made in collusion with any other bidder.
4. Providence Public Schools reserves the right to award to a single vendor, to split the award between multiple vendors and to reject any and all proposals. Unless otherwise specified, Providence Public Schools reserves the right to make the award by item or items or by total as may be in its best interest.
5. As Providence Public Schools is exempt from

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. R147101

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Data”) is data generated from usage of Company Products from which all Personally
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as name, address and/or telephone number or (ii) can be used to authenticate that individual, such as passwords, unique identification numbers or answers to security questions or (iii) is protected under Applicable Laws. For the avoidance of doubt, PII does not include aggregate, anonymized data derived from an identified or identifiable individual

- e. District represents and warrants that:
 - i. any such FERPA D0.002 TTj-3414 (y)TJ0 Tc 0 Tw()pr suchfied

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 permitted hereunder. The Receiving Party may disclose Confidential Information of the Disclosing Party only to those employees, subcontractors or agents who have a need to know such Confidential Information and who are bound to retain the confidentiality thereof under provisions (including, without limitation, provisions relating to nonuse and nondisclosure) no less restrictive than those required by the Receiving Party for its own Confidential Information. The Receiving Party shall maintain Confidential Information of the Disclosing Party with at least the same degree of care it uses to protect its own proprietary information of a similar nature or sensitivity, but with no less than reasonable care.

BID FORM 1: BIDDER INFORMATION

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I. Background

The Providence Public School Department (PPSD) is soliciting proposals for contract services for kindergarten – grade 8 school counselors to be provided under federally mandated equitable services to students and staff at participating non-public schools. Under federal guidelines, the Providence Public School Department (PPSD) is obligated to provide equitable services to students enrolled in eligible nonpublic schools.

II. Scope of Work & Key Deliverables

The vendors will provide school counseling and guidance, including:

- Serving as a leader, advocate and collaborator contributing to positive educational change and to the success of students in three developmental domains: academic, personal/social and career;

- Developing and implementing programming that is comprehensive in scope, preventative in design, developmental in nature, and data driven;

- Collaborating with teachers, administrators, parents, partners and other staff members to promote positive school culture and student social emotional development;

- Participating in student support team meetings to provide guidance for collecting, interpreting and utilizing data to identify the social emotional and/or behavioral needs and interventions for individual students, classrooms and/or school wide initiatives;

- Providing coaching to support development of social emotional goals,

- implementation of evidence based practices and tools for progress monitoring;

- Providing 1:1 or group direct services and support to students presenting with mental health and behavioral challenges impacting academic and social emotional functioning;

- Connecting families with community based resources, supports and services;

- Screening and assessing students for risk and coordinating development of safety plans or additional services referrals as needed;

- Promoting equitable access to educational and career exploration opportunities for all kids, promoting a rigorous academic curriculum for every student, providing strategies for closing the equity gaps, supporting the development of skills to increase student success, and fostering advocacy for all students; and

- Adhering to requirements, state and federal laws regarding students with disabilities, and professional ethics and standards of the American School Counselor Association.

III. Required Qualifications

PPSD requires a vendor to meet the qualifications and specifications listed below.

- Ability to screen, evaluate, counsel, remediate and support students, three to fifteen years of age in the academic, career, social and personal domains;

VIII. Evaluation of Proposals

Each vendor proposal will be reviewed and scored against the criteria in the table below. A review committee with at least three members will evaluate the proposals. Each member of the committee will conduct a thorough, independent evaluation of each proposal. The committee will then meet for a discussion after which members will have the option to revise their scores. The technical score will be determined by averaging each member's score in each category.

The maximum number of points scored is 100. The threshold to advance to cost proposal review is 75 points. Proposals scoring below 75 points will be deemed technically unacceptable and will not be considered in the cost proposal review.

The award will then be made to the lowest cost, technically acceptable proposal(s), deemed to be in the best interest of PPSD.

Vendor Name	
Technical Proposal Category	Score
<i>Executive Summary (0 - 10 points)</i>	
<i>Previous Experience and Background (0 -10 points)</i>	
<i>Capability, Capacity, Staffing and Qualifications of the Vendor (0 -40 points)</i>	
<i>Work Plan/Approach Proposed (0-40 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.