

# 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: Rose Lorenzo  
797 Westminster Street**

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**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 it

on 11/02/2011 10:00 AM. The information on this page is for informational purposes only. It is not intended to be used for any other purpose. For more information, please contact the vendor at the contact information provided on the bid notice.

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24. The Contractor is not an employee of District and is not entitled to fringe benefits, pension, workers' compensation, retirement, etc. District shall not deduct Federal income taxes, FICA (Social Security), or any other taxes required to be deducted by an employer, as this is the responsibility of the Contractor.
  25. The Contractor understands products produced as a result of the contract are the sole property of the District and may not be used by the Contractor without the express written permission of the District.
  26. The Contractor agrees to hold District and the City of Providence harmless from any and all damages incurred by District or the City by reason of the Contractor's negligence or breach of contract, including without limitation, damages of every kind and nature, out-of-pocket costs, and legal expenses.
  27. The contract may not be modified or amended in any way except by mutual agreement in writing and signed by each party. Notwithstanding the foregoing, and subject to the provision concerning exceptions, modifications, or deviations set forth
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parties by the other party or commercially exploited by or on behalf of Company, its employees or agents.

c. Method of Transfer ~~REDACTED~~











## **I. Background**

The Providence Public School Department is soliciting proposals for Health Curriculum textbooks and online access to resources for students K-5grade

The Providence Public School District (PPSD) serves approximately 22,000 students attending our 37 schools. PPSD employs more than 3,200 professionals who work in and provide support to our schools, which include 21 elementary schools, 7 middle schools, 9 high schools and 2 public district charter schools. Of our employees, approximately 2,000 are 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 Latino, 15% Black, 6.5% White, 4% Asian, 5.5% Multi-racial and 1% Native American.

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 and hail from 91 countries of origin.

The district is not seeking the services of a hiring agency with this solicitation

## **II. Scope of Work & Key Deliverables**

- x Provide comprehensive health resources for elementary students K-5<sup>th</sup> grade
- x Provide comprehensive teacher edition textbooks (25-35 copies)
- x Provide online subscription for teachers to access health material, resources and lessons in health (25-30)
- x

## **III. Required Qualifications**

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

- x The vendor must be able to provide professional development for elementary PE/health tea02 Tc -0.002 Tw (in)Tj0 Tc 0 46-6 (ea02 Tc -0.002 Tw (in)Tj0 Tc 0 T15.)TJe
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**V. Proposal Requirements**

- x **The proposal should include timeline to deliver all resources to PPSD**
- x **Detailed explanation of resources able to provide**
- x **Proof of contract that will be more than two years of a teacher subscription to on access for health material**

**VI. Limitations**

This Request for Proposals (RFP) does not commit the Providence School Department to award any contract or pay for the preparation of any proposal submitted in response to this RFP. The Providence School Department may withdraw or amend this RFP in its entirety or in part, at any time if it is in the best interests of the organization to do so. This award is contingent upon the receipt of funding.

**VII. Questions**

Questions concerning this solicitation should be emailed to [Donna.oconnor@ppsd.org](mailto:Donna.oconnor@ppsd.org) Questions are due by July 13, 2023. Questions will be answered via addendum.

**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).

Vendor Name	
Technical Proposal Category	Score
Executive Summary (0 - 10 points)	

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