

RFP 03292023LW ONLINE CURRICULUM K12

QUESTIONS AND ANSWERS

1. Does the district intend to award a single vendor or multiple vendors through this process?
A. MSCS will award a single vendor through this RFP process.
2. Will the district consider multiple awards to allow the inclusion of vendors who provide solely 6-12 solutions?
A. No. For continuity and ease of use for students, teachers, and parents, the selected vendor will need to provide a solution for grades K12.
3. Is the awarded contract intended as a districtwide purchase and implementation or for individual school purchase?
A. Both. The awarded contract is primarily being selected to support the curriculum needs of Memphis Virtual School and Memphis Virtual Adult High School students. However, depending on the cost and comprehensiveness of the product, the contract may also be expanded to also support all students and teachers across the district. This is the goal.
4. The Pricing Schedule states to provide a price based on 100,000 students/teachers. Can you please include a breakdown of the number of K-5 students, 6-12 students, and teacher licenses involved to total the 100,000?
A. An approximate breakdown based on MSCS current student population is:
 - a. K-5: 45,000
 - b. 6-12: 52,500
 - c. Teacher licenses: 2,500
5. What is the average number of courses a student will be enrolled in at one time?
A. Memphis Virtual School full-time students will be enrolled in 7 courses at one time. Part-time students can be enrolled in 1 – 4 courses at one time.
6. In how many class periods will online courses be used during the school day?
A. Online courses can be used during any period of the school day. Most schools have 7 class periods.
7. Approximately educators are expected to be involved in the onboarding of this program.
A. MSCS has a robust IT Department with ample expert staff that can help with the technical onboarding of this program. It will be necessary for the coordination of efforts to be scheduled between the vendor's tech department and our MSCS IT team to determine the best timeline for this endeavor.
8. Is the district interested in vendor provided teachers?
A. The primary goal of this contract will be to secure digital content that can be used to supplemental and primary curriculum for MSCS schools. However, if the vendor has licensed teachers available to provide tutoring and/or act as teachers of record for online courses, then that will be viewed as an added benefit and possible solution for student support and teacher shortage issues.
9. When are the oral presentations expected to take place?
A. Presentation dates and times will be determined once proposals have been reviewed.

10. What is the anticipated contract start date?
A. July 1, 2023 – June 30, 2024
11. What is the expected implementation/training start date?
A. July 2023
12. What program or programs are the District currently utilizing for its K-12 curriculum?
A. FlexPoint (formerly Florida Virtual School)
13. Is this a new or replacement contract?
A. This contract is a replacement contract necessary because the current contract is up for renewal.
14. Can you advise the anticipated budget for this project?
A. The anticipated budget is \$1.5 – \$2 million.
15. Would the district consider extending the deadline?
A. The deadline has been extended per the addendum posted on the website.
16. Will this RFP be added to the district's website?
A. This RFP is currently on the district's website.
17. Will the contract resulting from this RFP replace an existing contract? If yes, which contract?
A. Yes. This contract will replace the current FlexPoint contract that MSCS currently had with the former Florida Virtual School.
18. Do you plan to award one contract or multiple contracts?
A. We plan to award only one contract.
19. When do you anticipate board approval for the contract which results from this RFP?
A. We anticipate that this contract will be approved at the board meeting scheduled for May 30, 2023.
20. What is your planned start date for the contract which results from this RFP?
A. July 1, 2023
21. Do you plan to continue using your current LMS, Canvas, through the entire term of the contract which results from this RFP?
A. MSCS's current LMS contract is also up for renewal this year and a RFP is currently public on the district's webpage.
22. Can you clarify your expectations for face-to-face training (virtual face-to-face through a meeting platform such as Teams or in a physical face-to-face environment)?
A. The awarded vendor will need to be able to provide both in person face-to-face training as well as live virtual interactive trainings in order to support various levels of training throughout our district.
23. For professional services and training, how many teachers will need to be trained?
A. We will follow a train-the-train model, which will require the vendor to provide comprehensive training to an initial core group of 50-100 teacher leaders. After that, the expectation will be to have regularly scheduled virtual trainings, as well as technical support availability.

24. For professional services and training, how many administrators will need to be trained?
A. We will follow a train-the-train model, which will require the vendor to provide comprehensive training to an initial core group of 50-75 district administrators. After that, the expectation will be to have regularly scheduled virtual trainings, as well as technical support availability.
25. For professional services and training, when do you want training to begin for your teachers and administrators?
A. July 2023
26. Will any of the Scope of Services requirements disqualify a vendor from consideration for a contract award?
A. Our committee is committed to looking at the complete picture of what a vendor can offer our students in order to make the best decision for our district. However, we feel strongly that if the vendor does not have a platform that integrates with our district's selected LMS, as well as being able to provide lesson customization, automated adaptive functionality, pretests, and exemption guides to support various student mastery levels then they will not be a good fit for our district.
27. Will you accept a proposal for some, but not all, of the Scope of Services requirements?
A. All proposals received on or before the posted deadline will be reviewed.
28. Will any of the requirements in the General Terms and Conditions disqualify a vendor from consideration for a contract award?
A. Our committee is committed to looking at the complete picture of what a vendor can offer our students in order to make the best decision for our district. However, we feel strongly that if the vendor does not have customer support/technical support options that are domestic (within the US) and 24/7, a substantial business background that speaks to having served other districts of similar size and demographic, or inability to provide comprehensive and customizable curriculum and assessment tools for all grades K-12, then they will likely not be a good fit for our district.
29. When do you plan to invite vendors for oral presentations?
A. See #30 for answer.
30. How much advance notice will vendors have for oral presentations?
A. Vendors will have at least 5 business days to prepare for oral presentations. A formal invitation and TEAMS link will be sent to the selected vendors once responses have been received and reviewed by the committee.
31. The Evaluation Criteria list Functionality/Services, Technology Requirements, and Services and Support, but the criteria do not cite the Respondent's Requirements in Part V: Scope of Services (Details). Which requirements in the Scope of Services apply to the Functionality/Services evaluation criteria? Does the Functionality/Services evaluation criteria include the Respondent's Requirements in Part V?
A. Respondent's requirements are stated explicitly in Part V, Sections 1.2 and 1.4. Yes, the Functionality/Services evaluation criteria include the Respondent's Requirements in Part V.
32. Tab F includes a form for Compensations / Pricing Schedule (Appendix J), and Tab G. is titled Pricing Schedule (Compensation Schedule). Do we submit our pricing in Tab F or Tab G?
A. Per the RFP instructions on page 10, Tab G
33. Which Tab should include the Certificates of Insurance?
A. Per the RFP instructions on page 10, Tab F - #8

34. Does MSCS plan to use District teachers, vendor-provided teachers, or a mix of both?
- A. MSCS plans to use its own district teachers. However, a vendor's to provide don't have an answer for this, per se, but my thought is that we may do it either way: entirely MSCS (including Contract School teachers, potentially, who are not actually MSCS employees) or a mix of mostly MSCS teachers but some contract/3rd-party teachers used primarily for tutoring/intervention. I would think we would hopefully be prepared to make materials available to 3rd party contract teachers, if that became necessary.
35. For pricing purposes, I see numbers listed at ~100,000 students/teachers (as pasted below).
- a. Can you approximate on how many of those are students?
- A. As detailed in question #4, an approximate breakdown based on MSCS current student population is 45,000 K-5th grade students and 52,500 6-12th grade students.
- b. Are they full time virtual students taking all courses through SCBE Virtual offerings or will some have part time or single course enrollments?
- A. Both. The contract will support comprehensive digital curricular content for Memphis Virtual School and Memphis Virtual Adult High School students, which together totals approximately 700 full-time students in grades 4th – 12th grades. In addition, the contract will also support part-time students from across the district who take 1-2 course enrollments.