

**Department of Materials Management  
Procurement Unit  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
45 W. Gude Drive, Suite 3100  
Rockville, Maryland 20850**

**April 9, 2021**

**NOTICE TO BIDDERS**

**The following are questions and responses regarding**

**RFP No. 4926.1, Social-Emotional Learning Curricular and Instructional Materials**

**Question 1:** Is MCPS considering awarding multiple vendors in a core/supplemental combination? Additionally, will MCPS consider awarding to different vendors by grade band?

**Answer: At this time, we are looking for one vendor for all grade bands. We will consider multiple vendors if one has the core curriculum and another has supplemental materials.**

**Question 2:** We have also responded to MCPS's recent RFQ 4558.1 for- Be Well 365 Resource and Supports. Can you please elaborate on the intended result of these two solicitations? Will the prior solicitation be used to inform this solicitation, or is MCPS planning to award contracts from both of these?

**Answer: the RFQ 4558.1 will be re-issued. There was confusion associated with that RFQ and this RFP. The submissions received for RFQ 4558.1 have been withdrawn.**

**Question 3:** Will you accept electronic signatures (as opposed to wet ink signatures) given that many of us are working virtually?

**Answer: Electronic signatures are acceptable.**

**Question 4:** In regard to curriculum materials are you looking to hard copy materials or both hard and digital?

**Answer: We are looking for both hard and digital materials.**

**Question 5:** For assessments, does the curriculum have to have formative assessments or can informal and peer assessments be used?

**Answer: We are looking for a curriculum to have informal, peer, and/or summative assessments (i.e. pre/post assessments) that examine content learned.**

**Question 6:** Are you looking for the curriculum to be offered embedded into your district LMS? In person? Or both?

**Answer:** We are looking for a curriculum that can be taught as a standalone and/or curriculum material that can be embedded into the district academic curriculum. The materials should have the ability to be uploaded into our learning management system (i.e. Canvas) to assist with teacher implementation.

**Question 7:** Do you prefer to have charts, list of staff, etc. placed in the proposal under each question asked or at the end as an addendum?

**Answer:** To provide a point by point response, please respond under each question.

**Question 8:** Are you looking for training that will take only a single year to implement or can plans include multiple years of support for each cohort?

**Answer:** The training should provide training over multiple years with in-depth training during the first year for the cohort and subsequent coaching for the cohort during future years. Additional training may be needed to build on prior knowledge on information that needs to be retaught and for new hires.

**Question 9:** Are you looking for initial training for implementation and train the trainer professional development that will allow you to support implementation across your district?

**Answer:** Yes. We are looking for initial training for implementation and a train the trainer model to train core staff on supporting sustainability in the model over the years.

**Question 10:** Will you be interested in ongoing coaching and support after the initial training?

**Answer:** Yes. We are interested in ongoing coaching to support district-wide implementation and consultation with district trainers.

**Question 11:** After the first cohort of school participants in training, will they be afforded to come back for 2<sup>nd</sup> or 3<sup>rd</sup> year of training and deepen their learning?

**Answer:** We will allow recommended training for staff to come back in subsequent years to attend additional training to enhance and deepen their knowledge on the curriculum.

**Question 12:** For proposals that meet your standards based on evaluation criteria is there a presentation or negotiation process?

**Answer:** Once the initial evaluation takes place there will be a request for sample materials. Upon evaluation, if needed, procurement will engage the vendor(s) with a presentation or negotiation and best and final offer at the discretion of MCPS.

**Question 13:** In regards to references, do you only want district level references or can there also be school level administration references?

**Answer:** We highly recommend district-level recommendations as they will receive priority. We will accept references from school-level administrators if multiple references from various schools are provided.

**Question 14:** 3.4 3.8.1 Question #10 Respondents shall provide MCPS with statistics regarding usage of online resources by MCPS and its authorized users according to the then current standards in the industry. What specific statistics are you hoping to get regarding usage?

**Answer:** We will be looking for data regarding, but not limited to student and staff log-in, time spent on the resources, assessment data, number of resources used, frequency of usage of resources, etc.

**Question 15:** 3.4 3.8.1 Question #12 – Respondent shall have the ability to configure a nightly (or more frequently) transfer of student data including but not exclusive to online activity and online assessment data to MCPS' data management system (Unify) or any updated, upgraded, or alternative systems that MCPS adopts in its sole discretion. Can you clarify what you are seeking to gather?

**Answer:** The nightly transfers of data will include any student information including assessments completed, that would be uploaded to the MCPS learning management system and/or student information system. The company would work with MCPS Office of Technology and Innovation to configure the information that would be uploaded nightly. This would support student accountability for completion of designated assignments and assessments.

**Question 16:** How will training be delivered, by each individual school or large institute format with multiple people from different schools?

**Answer:** Training will be delivered using multiple formats (i.e. in-person and/or virtually). We will provide school-based training and larger cluster/district trainings.

**Question 17:** Section 8.1 of the RFP says to include a sample with the proposal, but Section 3.5 says to wait until asked to provide a sample. I assume that you want us to wait to send samples, but it would probably help everyone to confirm that.

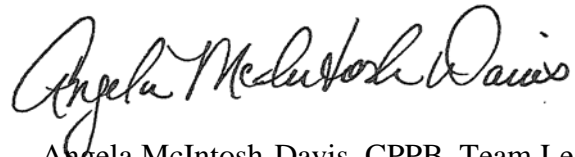
**Answer: If a digital sample can be provided, please provide in the proposal. If additional sample materials are needed for evaluation, MCPS will contact the vendor after the RFP closes. MCPS does not want to receive hard copy samples of materials unless requested.**

**Question 18:** Will there be a video recording of the webinar?

**Answer: Yes, MCPS will record the WebEx.**

**Question 19:** With regard to CASEL and the comprehensive independent external evaluation, is Level 2 or 3 evidence sufficient as defined by ESSA in order to be considered?

**Answer: No. Please refer to the CASEL site to gather additional information about their comprehensive external evaluation.**



Angela McIntosh-Davis, CPPB, Team Leader  
Procurement Unit

AMD:tml

Please indicate your receipt of this notice by signing below and returning with your proposal or under a separate cover.

Accepted By: \_\_\_\_\_  
(Name & Title)

Name of Company: \_\_\_\_\_