

Request for Information No. II

RFP 17/18-02IT Assessment Platform

APRIL 18, 2018

Response to Proposers' Questions

1.1 Question: Does the district use DIBELS, MAP, Fountas and Pinnell, or GoMath?

Answer: The District has adopted GoMath as the mathematics textbook for grades 2-5. Some sites are using parts of DIBELS and Fountas and Pinnell. The District does not use MAP.

1.2 Question: Please confirm student count for pricing purposes.

Answer: The District currently has 34,664 students. Please see the RFP for more information about anticipated growth.

1.3 Question: When does the district anticipate rolling out the new platform to all schools?

Answer: The District anticipates implementing the new platform in August 2018.

1.4 Question: What item bank is the district currently licensing and using to create assessments?

Answer: The District is not currently licensing an item bank.

1.5 Question: Does the district desire to continue licensing the same item bank?

Answer: N/A

1.6 Question: Does the district desire to see additional item banks listed in the optional section of the pricing sheet?

Answer: Yes. Contractors should include available item banks in the optional section of the pricing form. In addition, please include as much detail as possible about the available content of the item banks including the number of available items by: aligned standard, grade level, level of rigor (e.g., Bloom's taxonomy, Depths of Knowledge), content area (subject), item type (multiple choice, free response, matching, grid).

1.7 Question: Does the district have any specific payment milestones and expectations?

Answer: For one-time implementation costs, the District expects payment milestones to align with critical project milestones. For past projects, the District has used: 10% of one-time costs upon contract execution, 20% of costs upon completion of base system configuration, 30% upon completion of data integration and validation, 30% upon completion of training (power users) and go-live, and 10% upon system acceptance (typically, 90 days after go-live). For ongoing licensing costs, the District expect the license term and costs to begin at go-live.

- 1.8 Question: Does the district have a preferred training method? (e.i. train-the-trainer, end-user, etc.)

Answer: For most technology implementations, the District prefers a train-the-trainer model supplemented by editable learning resources and documentation from the Provider. However, please include all available options for training in your proposal.

- 1.9 Question: How many years of historical assessment data does the district anticipate to be loaded into the assessment system? And in what format will it be provided to the vendor?

Answer: The District expects to include historical assessment data from 2011 forward. Additional, older state test data may be requested for current students. Data can be provided in SQL, CSV or other data format. Please indicate your preference and capabilities for data files and data importing/exchanged processes in the RFP response.

- 1.10 Question: Does the district have district-created items that will be required to be loaded into the new assessment system? If so, how many items? What format will they be provided in?

Answer: The District does have District-created items that it desires to be added to the new assessment system, either manually by District staff, or by the selected Contractor. It is not a requirement that these items be loaded into the system by the Contractor. If a Contractor wishes to offer this service, please provide any additional cost for uploading District-created items into the system in the Optional Services/Solutions and Costs section of the Pricing Form in Appendix C. The District has approximately Two Hundred and Thirty-Five (235) existing items it would like to add to the new system. If Contractor imports these items from Schoolnet the IMS Question and Test Interoperability (QTI) 2.1 specification must be used.

- 1.11 Question: We believe we have sufficient insurance coverage that may or may not match exactly with the insurance requirements detailed in Section 10 of the Independent Contractor Agreement. Will the vendor who is awarded the contract have the opportunity to discuss and negotiate exact insurance requirements with Irvine USD upon award?

Answer: The insurance requirements detailed in Section 10 are the District's general insurance requirements. The District realizes that in some instances specific types of coverage may not apply to a Consultant. In the event that a Consultant is not required to provide certain insurance coverages because of the scope of work to be performed, an Insurance Waiver may be agreed upon and executed by District and Consultant. Specific types of coverage will be discussed during contract negotiations with the final Consultant(s).

- 1.12 Question: Can Contractor assume that Contractor could assign their obligations pursuant to the Agreement with the consent of the District?

Answer: A Contractor may assign some of their obligations in the contract resulting from the RFP. However, all subcontractors/assignees must be bound to all of the terms and requirements defined in the RFP and appendices, including the California Student Data Privacy Agreement (CSDPA). Should the Contractor expect to assign all obligations under the RFP to a third-party, that third-party must be named in the RFP response.

- 1.13 Question: *P2.15 Provide a list of all Student Information Systems, Assessment, and Document Management/Collaboration Tools that Provider's proposed solution is currently integrated with. Identify references for solutions currently in use in IUSD (G-Suite, Schoolnet, Aeries, Canvas, Clever, and publisher-provided solutions). Can Irvine clarify what kind of references are being requested (i.e. descriptions for how we interact with those solutions, or references of personnel at those companies who we may have worked with)?*

Answer: IUSD is requesting information that substantiates the Contractor's claim that the proposed product integrates effectively with IUSD's adopted student, collaboration and curriculum software programs. Adequate documentation could include technical documentation illustrating the extent of the interoperability of the proposed solution and IUSD software. In addition, contact information of districts/educational agencies that have successfully implemented the proposed integration would be welcome to support the Contractor's claims.

- 1.14 Question: *P2.21 The Provider must allow the District to review internal and/or 3rd party audits. Can Irvine clarify what kind of review would be needed? There could be confidential information or data in audits, which will not be shareable.*

Answer: IUSD would like independent confirmation that best practices related to data security and confidentiality are in place. This requirement could be satisfied through summary findings of an audit or opinion of an independent auditor. The Contractor may redact information deemed to be trade secret or confidential information of another client.

- 1.15 Question: Can you please provide an exact (or estimated) student count that we may use in our initial pricing estimate? We understand that the District is growing and this number may change.

Answer: Please refer to the answer in Question 1.2.

- 1.16 Question: Can you please clarify if proposers are expected to complete and include the Independent Contractor Agreement?

Answer: The Independent Contractor Agreement is a standard Agreement the District enters into with various vendors. If the selected Proposer has an Agreement they would prefer the District to enter into in lieu of the Independent Contractor Agreement, we will need to ensure that all terms in the Independent Contract Agreement are incorporated into the Provider's Agreement.

- 1.17 Question: Does the District have any preferences or specific expectations regarding implementation, such as timelines for training?

Answer: Anticipated Timelines are as follows: June 2018 Contract execution; July 2018 completion of base system configuration; August 2018 completion of data integration and validation; August 2018 training of trainers and go-live; January 2019 system acceptance.

- 1.18 Question: We run background checks on all personnel, is that enough for this requirement or does IUSD require DOJ clearance? Is this CA DOJ Clearance?

Answer: The District requires California Department of Justice (DOJ) clearance for all personnel who will be on-site. If a Contractor obtains a different form of background check on employees please provide details about the type of background check conducted and what databases are checked in the Proposal. A criminal background check is required of all employees who will have access to confidential student information.

1.19 Question: What item bank does IUSD correctly use with SchoolNet?

Answer: We are not currently using an item bank with SchoolNet. Please refer to the Answer in Question 1.4.

1.20 Question: We can ingest many external assessments, can IUSD provide a list of assessments and locally collect data that are being ingested currently through SchoolNet?

Answer: Currently, IUSD is ingesting Renaissance (math and reading) and our internally created Literacy Performance Assessment (LPA). However, Providers should include a comprehensive list of programs for which the Provider has pre-built integration tools. IUSD is in midst of new curriculum adoptions. New assessments and online curricular tools will be introduced throughout the life of the contract.