



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

QUESTIONS AND ANSWERS

RFP 101424LB-A Formative Assessment

- 1. Will you consider a literacy assessment for grades 3-12 that meets most of the requirements? Specifically, the teachers' access to the data bank of questions?**
Answer: The expectation is for the vendor to provide assessments for English Language Arts, Math, and Science. School-level personnel should have access to a data bank of questions. Please review the scope of services starting on page 15.
- 2. Will this be an approved list of multiple vendors with multiple offerings?**
Answer: The district is seeking proposals for a master list of vendors for standards-based formative assessment systems. Please review the scope of services starting on page 15.
- 3. Will you be considering Literacy/reading only assessments? Math Only assessments, ETC.? Essentially will you be awarding multiple vendors in different areas?**
Answer: The expectation is for a vendor to provide assessments for English Language Arts, math, and science. Each school will have the autonomy to select from the master list of awarded vendors for the services.
- 4. Is the district interested in a K-3 formative assessment?**
Answer: If a vendor is providing assessments for a school with elementary grades, third grade assessments should be included. Grades k-2 assessments are optional, but some schools may be interested in assessing these grade levels also.
- 5. Can proposals be submitted by email?**
Answer: See page 6, section 10.0

In order to be eligible for consideration, proposals must be **received** at the Procurement Office no later than **October 14, 2024 @ 2:00 pm CST**. Vendors mailing proposals shall allow sufficient carrier delivery time to ensure timely receipt of their proposal to the Procurement Office. After the submission deadline, no matter what the reason, proposals will be returned unopened. Delivery to SCBE' mailroom, lobby, etc. shall not constitute delivery. **The Procurement Office is located at 160 S. Hollywood Street, Room 126, Memphis, TN 38112. Proposal responses delivered to any other location shall not constitute delivery to the Procurement Services Office.**

6. The RFP provides the number of hours and number of participants for professional development for both school-level and district-level participants on p. 16. In what areas is the District looking for professional learning support: assessment administration implementation support, data review/analysis, instructional guidance, or something else based on participant role?

Answer: At a minimum, professional development should provide the support schools need to administer the assessment and accurately interpret results.

7. The RFP allows that vendors may not be able to supply formative assessments for all grades, e.g., Grades 3-8 but not high school, or vice versa. What if a vendor can supply formative assessments for ELA and Math but not Science? Would that vendor still be encouraged to apply?

Answer: The expectation is for the vendor to provide assessments for English Language Arts, Math, and Science as stated in the scope of services starting on page 15.

8. The RFP requires alignment of assessment items with Tennessee Curriculum standards and match the rigor of Tennessee's TCAP Achievement and End of Course test items. Can the State detail ways that vendors are expected to demonstrate this alignment?

Answer: Vendors should indicate that the items in their bank have been aligned with Tennessee curriculum standards. When using a pre-made assessment or items from an item bank it should be clear which Tennessee standard, or standards are associated with an item. TN Department of Education blueprints and overviews provide more information on TCAP tests and can be found [here](#).

9. The RFP requires that the formative assessments be good predictors of TCAP Achievement test and End of Course test results. Can the State detail ways vendors are expected to demonstrate this linkage?

Answer: If the vendor has previously done correlational studies between their assessments and TCAP, the results from these studies can be reported. Alternatively, if the vendor has evidence of correlation between their assessments and other state assessments, these results can be reported.

10. Is the district willing to accept a digital proposal (e.g., email or website upload)?

Answer: The district will not accept proposals via website upload or email. Please see page 6, section 10.0 or question #5 above for mailing details.

11. If a hard copy submission is required, would the district consider extending the submission deadline by five business days?

Answer: The district is unable to extend the deadline beyond October 14, 2024.

12. Has the RFP 04032024SB Formative Assessment from earlier this year been canceled and replaced with this solicitation?

Answer: Yes. Any vendor who responded to RFP 04032024SB Formative Assessment must respond to RFP 101424LB-A Formative Assessment to be considered for the master list of vendors.

13. Beyond the term of contract length (one-year vs. multi-year), how does this solicitation differ from RFP 04032024SB? E.g., different funding approval/budget, different evaluation committee members, different sponsoring departments, etc.

Answer: This solicitation term will end on June 30, 2025, with no renewal options. In addition, some school may be using federal funding. Also, each school will have the autonomy to select a vendor of their choice from a master list of awarded vendors vs a single vendor being chosen district wide.

14. Can you please provide us with a list of schools that would fall under this purchase?

We typically price per campus so in order for us to give you an accurate breakout and the best possible price, it would be very helpful.

Answer: A list of MSCS schools is provided on our website [here](#). Select “Schools” from the menu options at the top of the page.

Thank you,

Procurement Services