



Cleveland School District

Where Learning is Essential

Otha Belcher Jr., Ed.D

Superintendent, Cleveland School District

662-843-3529

REQUEST FOR PROPOSAL

This Request for Proposal will require the proposal submissions to include a contractor summary of their business, capabilities and methodology for completing the proposal, expected results, executives, staffing, and management required for completion, communication details, equipment needed, expense breakdown, expense summary, details of licensing and bonding if they have any, insurance details.

PROJECT NAME: School Data management Program

Cleveland School District

305 Merritt Drive

Cleveland, Mississippi 38732

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aharris@cleveland.k12.ms.us; clangin@cleveland.k12.ms.us

REQUEST FOR PROPOSAL
School Data management Program
Cleveland, Mississippi

I. Introduction

Cleveland School District requests that your company make a proposal for a school district data management program for Cleveland School District and each individual school. The following proposal request will outline the goals and detail the format you should submit your proposal. Please read the timeline carefully. In order for your proposal to be considered, your proposal must meet our deadlines included in the timeline under Section 2.02.

Section 1.01 Location

Your bid is for a school district data management program for Cleveland School District and for each individual school site in CSD.

Section 1.02 Management

Dr. Otha Belcher Jr. and/or Dr. Angela Harris, will be managing this project.

Section 1.03 Contact Information

Contact Dr. Dr. Angela Harris or Clarese Langin for questions about the proposal.

submission details and/or project details:

Phone: 662-843-3529 Fax: 662-579-3090

E-mail: aharris@cleveland.k12.ms.us; clangin@cleveland.k12.ms.us

II. The Proposal

Section 2.01 Mission

Cleveland School District seeks a data management program for CSD and each individual school site that connects to district learning and data systems, whether in-house, state, or 3rd party, to import all available instructional and operational data into one interface that with a single-click search functionality educators can view a complete student overview in seconds.

Section 2.02 Proposal Specifications

An all-inclusive data management program for Cleveland School District and each individual school site that meets the following specifications:

All-inclusive student data including:

	SPECIFICATIONS	YES	NO
1	<ul style="list-style-type: none"> • contact information 		
2	<ul style="list-style-type: none"> • attendance, 		
3	<ul style="list-style-type: none"> • discipline, 		
4	<ul style="list-style-type: none"> • grades, 		
5	<ul style="list-style-type: none"> • automatically integrated 3rd-party and benchmark assessments, 		
6	<ul style="list-style-type: none"> • automatically integrates all state assessments, 		
7	<ul style="list-style-type: none"> • schedules, 		
8	<ul style="list-style-type: none"> • custom-built reports using SmartTags, geospatial mapping of the results, 		
9	<ul style="list-style-type: none"> • unlimited onsite or online training at no additional cost, 		
10	<ul style="list-style-type: none"> • 24/7 phone support, 		
11	<ul style="list-style-type: none"> • mobile parent portal, 		
12	<ul style="list-style-type: none"> • framework connects to district learning and data systems to import all available instructional and operational data into one interface, 		
13	<ul style="list-style-type: none"> • automatic integration allows data to refresh nightly, 		
14	<ul style="list-style-type: none"> • Single-click search functionality delivers detailed Student Card overviews with tabs for every integration associated with that student. 		
15	<ul style="list-style-type: none"> • Make adjustments to lesson plans or supplement homework assignments, 		
16	<ul style="list-style-type: none"> • students can be tagged as working with an RTI Coordinator, a SPED Specialist, or included in a PLC, 		
17	<ul style="list-style-type: none"> • user-friendly, 		
18	<ul style="list-style-type: none"> • tool for teachers, school-level administrators, and district-level administrators, 		
19	<ul style="list-style-type: none"> • interfaces with all other programs including Sams Spectror 		
20	<ul style="list-style-type: none"> • teacher evaluation software 		

Section 2.03 Contractor Requirements

The Contractor shall have a proven track record in all-inclusive data management programs for school districts and individual school sites that is quantifiable. The Contractor must be a provider of professional learning services that connects to district learning and data systems, whether in-house, state, or 3rd party, to import all available instructional and operational data into one interface that with a single-click search functionality educators can view a complete student overview in seconds.

The Contractor must provide **at least three references** of all-inclusive data management programs for school districts and individual school sites. The Contractor must, at a minimum, provide the following ongoing job embedded high quality professional development:

- Experienced – Consultants with at least 5 years’ experience and proven success in all-inclusive data management programs for school districts and individual school sites.
- They will provide unlimited onsite and online training at no additional cost and 24/7 phone support

Section 2.04 Timeline

In order to complete our mission, we have set the following timetable. This timetable is subject to change by the managers of this project.

Milestone:	Date:
Requests for Proposals Advertisement	July 19, 2019
Second Advertisement	July 26, 2019
Deadline for Proposals	August 8, 2019
Bid Proposals Opened	August 9, 2019
Notification of Award by	August 15, 2019
Project Start Date	September 9, 2019
Project Completion Date	June 30, 2020

NOTICE TO PROPOSERS

The Cleveland School District (CSD) is soliciting sealed competitive proposals for the services per the specifications stated elsewhere in this solicitation document. Proposals shall be submitted in an envelope marked on the outside with the offeror’s name and address and proposal number (**RFP #2019-2020 – CSD DATA MANAGEMENT**) to:

Cleveland School District
Attn: Dr. Angela Harris/Clarese Langin (Federal Programs)
305 Merritt Drive
Cleveland, MS 38732

Proposals will be received at the above address until 3:00 PM, August 8, 2019. Proposals will be opened as received. Prices will not be read, nor disclosed in any other manner until the award is made.

Faxed proposals will not be accepted. Proposals must be submitted in sufficient time to be received and time- stamped at the above location on or before the published date and time shown on the RFP. CSD will not be responsible for mail delivered from the post office. Vendors must submit sealed proposals with any material required by this RFP by the time and date specified. This RFP will not be distributed in paper form. All distributions will be through the District website.

The RFP contains all necessary information to submit a proposal to the District. Please review it carefully, and if specific questions arise, forward them to the email address listed herein, or fax with an email to confirm receipt.

SUBMISSION OF PROPOSALS. The offeror should propose his/her lowest and best price. All prices shall be entered on the proposal in ink or typewritten. All required signatures shall be original and in ink.