

Sunflower County Consolidated School District
Mrs. Miskia Davis, Superintendent
"United for Excellence"

Request for Proposals



Quote Request: Web Based Software program for Data Collection

Sunflower County Consolidated School District

Highway 49 N

196 MLK Drive

Indianola, MS 38751

Phone: 662-887-4919

Fax: 662-887-7051

REQUEST FOR QUOTE

Web Based Software Program for Data Collection

Sunflower County Consolidated School District

Indianola, Mississippi

I. Introduction

Sunflower County Consolidated School District is requesting quotes for a web-based software program for collecting and tracking data.

Location

Your quote is for the Sunflower County Consolidated School district, which includes thirteen Sunflower schools with about 120 teachers, serving 4200 students. We are located at 196 MLK Drive, Indianola MS 38751.

Contact information

Dylan Bates Jones, District Data Specialist

Email: djones@sunflower.k12.ms.us

Phone: 662-884-1200 Fax: 662-887-7042

II. Contractor Requirements

The contractor must, as a minimum, provide the following specifications:

A web-based software program for collecting and tracking data all within one place. The software program should have the following specifications:

- Collect and track several data points
- Provide a system for observing and evaluating teachers and administrators
- Alignment with the MS Educator and Administrator Professional Growth System
- Provide instant feedback within the evaluation program with two way communication
- Monitor students' progress daily
- Track student assessments, attendance, discipline, grades, and schedules
- Collect integrated 3rd-party and benchmark assessments
- Engage parents with contact via telephone, text message, or email.

The web-based software program must provide reports that are:

- Custom built
- Provide geospatial mapping of the results
- Are clear and easy-to-use

Timeline

Requests for Proposals Sent Out

Tuesday, July 17th, 2018

III. The Proposal

a) Expectations

- a. Contracts will be awarded based on the information presented in the quotes received. Sunflower County Consolidated School District reserves the right to award more than one contract, accept the lowest price offer, and refuse any contract without obligation to Sunflower County Consolidated School District or to the company offering the quote.

b) Proposal Deadline

- a. All quotes must be received by Sunflower County Consolidated School District by the deadline for proposals - Tuesday, July 31st, 2018 by 2 pm
- b. All quotes/ proposals will be opened on Wednesday, August 1st, 2018 at 2 pm

c) Selection Criteria

- a. All quotes submitted will be considered based upon the materials provided in the quote. Consideration will be given to performance projections as well as cost and staff requirements. Only those quotes submitted by the deadline above will be considered.

d) Format: Sunflower County Consolidated School District suggests that you include the following information in your quote:

- i. Contractor Summary
- ii. Expected Results
- iii. Equipment
- iv. Expense breakdown
- v. Expense summary
- vi. References

Section 3.02 Details

(a) **Contractor Summary:** Include a brief history of your company including your past experience in dealing with similar projects. Detail your company's capabilities in delivering the specifications in this quote.

(b) **Expected Results:** Use this section to summarize the expected results.

(c) **Equipment:** Detail the equipment necessities as well as their estimated cost

(d) **Expense Breakdown:** Build a detailed list of all expected expenses

(e) **Expense Summary:** give a brief summary of the total costs for your quote. You may also include a brief explanation of the contributing costs to the total cost.

(f) **References:** Provide 3 letters for References for similar past projects