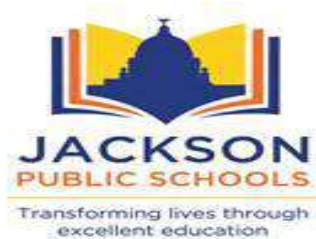


Jackson Public School District



**Jackson Public School District
662 South President Street
Jackson, MS 39201**

Contact Information:
Project Administrator: Dr. Kimberly Smith
Telephone: 601-960-8354
E-mail: ksmith@jackson.k12.ms.us

RFP 2020-10

Title: Core Text (Classroom Libraries)

Issue Date: June 09, 2020

Submission Deadline: July 15, 2020

Time: 10:00 a.m. (Central Standard Time)

PLEASE SUBMIT ONE (1) ORIGINAL RFP DOCUMENTS AND (6) COPY/COPIES IN THE FORMAT/DESIGN ISSUED ALONG WITH ANY OTHER DOCUMENTATION ATTACHED TO THE BACK OF PROPOSAL.

If you would like the tabulation for this RFP after Board Approval, please go to www.jackson.k12.ms.us. Double click on Departments and select Business Office. Open the Purchasing page. Select Purchasing Approved Bids/RFPs. These documents will give you the tab sheet approved by the Jackson Public School District Board of Trustees. If the RFP in question is not listed, contact the Purchasing Office at 601-960-8799 for assistance.

PROPOSAL FORM

**Board of Trustees
Jackson Public School District
Jackson, Mississippi**

Ladies and Gentlemen:

I/We, propose to furnish and deliver all items and/or to perform all services according to all sections of this rfp document (Proposal Form, Instructions and Conditions, detailed written Specifications, and Addendum if applicable) and in the quantities at the indicated prices, as called for in the document(s). All quantities indicated have been checked very closely, and both unit price and total price (where requested) have been submitted with the understanding that we shall be responsible for making complete and satisfactory delivery accordingly, within the time frame agenda (if applicable).

All items contained in this rfp shall be as specified or JPSPD approved equal. For any item(s) proposed which is other than as specified, a complete and detailed cut and description for each item(s) must accompany the rfp, if the item(s) is to be considered. Please carefully read each section of this rfp.

Acceptance of Proposals:

The Jackson Public School District reserves the right to:

- Have sole discretion to waive minor irregularities in proposals. A minor irregularity is a variation from the proposal that does not affect the proposal, or gives one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the interests of the school district.
- Accept the "lowest and best" rfp which in their judgment assures JPSPD the product(s) or service(s) having the best performance and the highest level of function, quality and value.
- Not accept the lowest priced proposal. Proposals that do not comply with the requirements stated within this RFP subject to disqualification. Proposals that do not meet the deadline date/time will be returned to the vendor unopened.
- Request additional information or conduct discussions with one or more respondents after the RFP deadline, to secure a final selection to award RFP should such action be in the best interest of JPSPD.
- See Page Five (6) for further instructions

I/WE UNDERSTAND AND AGREE THAT NEITHER THE AWARD OF THIS RFP TO ME/US BY THE DISTRICT'S BOARD OF TRUSTEES NOR RECEIPT BY ME/US OF A NOTICE OF ACCEPTANCE OF THIS RFP SHALL CONSTITUTE THE MAKING OF A CONTRACT BETWEEN JPSPD AND ME/US, WHICH SHALL BE CONDITIONED UPON THE EXECUTION BY BOTH JPSPD AND ME/US OF A FORMAL, WRITTEN AGREEMENT.

RESPECTFULLY SUBMITTED,

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

E-MAIL ADDRESS _____

PRINTED SIGNATURE _____

WRITTEN SIGNATURE _____

TITLE _____

DATE _____

CIRCLE THE OPERATING STATUS OF YOUR BUSINESS AS INDICATED: WOMAN OWNED NON-MINORITY MINORITY



Post Office Box 2338 - Jackson, Mississippi 39225-2338
Telephone: 601-960-8799 ☎ Fax: 601-960-8967
Email: jewalker@jackson.k12.ms.us or bjones@jackson.k12.ms.us

REQUEST TO ADD VENDOR

To be completed by JPS School/Location:
School/Department Requesting Vendor Addition _____

To Be Completed by Vendor: Please complete all sections and return by fax or email.

Will your company accept purchase orders? ☐ Yes ☐ No

Note: An original JPS purchase order is required for all material purchases. Do not accept any order without a purchase order.

Are you an employee of the Jackson Public School District? ☐ Yes or ☐ No

Product Line _____

PARENT COMPANY NAME: _____

Doing Business As (dba) NAME: _____

Order Address: _____

City: _____ State: _____ Zip: _____

Physical Address: _____

City: _____ State: _____ Zip: _____

REMITTANCE ADDRESS:

Vendor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____

Phone: (____) _____ Fax (____) _____

Email Address: _____

Parent Company Tax ID# _____

D/B/A Federal Tax ID/Social Security #: _____

Select One This information will be used to track purchases from minority vendors.

Minority Code: ☐ Woman & Minority ☐ Minority
☐ Non-Minority ☐ Woman

Select One

Type of Entity ☐ Individual/Sole Proprietor ☐ Corporation
☐ Partnership ☐ Other _____

**** JPS accepts no responsibility for orders filled without a valid purchase order****

Submitted By: Signature _____

Date _____

FOR INTERNAL USE ONLY

Vendor Number: _____ 1099: ☐ Yes ☐ No

Completed By: _____ Date: _____

Company's W-9 must accompany this form for IRS purposes.

The Board of Trustees of the Jackson Public School District (hereafter referred to as "JPSD") is soliciting sealed, written formal Requests for Proposals (RFP) from qualified vendors (hereafter referred to as "Vendor") for the purchase of furniture, equipment, supplies, materials, labor or services as outlined in the following specifications. Sealed rfp's shall be received by JPSD, in the Business Office of the Jackson Public Schools, 662 South President Street, Jackson, Mississippi, until the time specified on the RFP Opening Schedule (front page of the formal rfp document), at which time all rfp's shall be publicly opened and read aloud. Neither dating of the rfp form nor placing the rfp in the mail by this date shall meet legal requirements; the formal rfp document must be **received in the Business Office** of the Jackson Public School District on or before the date and time stated.

JPSD reserves the right to reject any and all rfp's received and to waive any and all informalities. Vendors are encouraged to very carefully read all sections of this rfp document prior to submitting an rfp proposal.

It is the basic philosophy of JPSD to extend to all responsible Vendors equal consideration and the assurance of unbiased judgment in determining whether their product or service meets specifications and the educational needs of the school district. JPSD shall fairly evaluate all formal rfp proposals submitted and base all decisions on the "lowest and best" rfp concept, purchasing only those products and/or services which meet the specifications as written. All decisions rendered shall strive to achieve the greatest value from every tax dollar expended. JPSD shall make no discrimination based on race, color, creed, religion, or national origin, in either the product evaluation process or in transacting business with Vendors or Vendor representatives.

The advertising and publishing of this rfp has met all legal requirements (Mississippi Code of 1972, Annotated, §31-7-13), hence the requirement to offer public notice of the intent of JPSD to solicit rfp's via this rfp document has been satisfied.

This document is to serve as an invitation to all qualified vendors to extend to JPSD, an offer, for the sale of all products and/or services specified herein. It is the purpose of this rfp document to clearly define "open" and "competitive" product or service rfp specifications. All items on this rfp are to be **as specified or JPSD approved equal**.

Addendum: Vendor shall acknowledge the receipt of all addendums which were issued during the course of this rfp. If specified in the text of the addendum, in addition to acknowledging receipt of the addenda below, the addenda may require additional information required for the rfp (e.g., pricing), in which case the Addendum shall not only be acknowledged below but shall be completed and attached to the rfp at the time the rfp proposal is submitted. Receipt of the following Addendum issued during the course of this formal rfp is hereby acknowledged:

Addendum Number		Date	
Addendum Number		Date	
Addendum Number		Date	

It is acknowledged that this rfp proposal consists of the following sections: **PROPOSAL FORM, INSTRUCTIONS AND CONDITIONS, SPECIFICATIONS** and any **ADDENDUM** (if applicable).

Net Prices

In all cases, prices quoted are to be net including all applicable discounts. A separate price shall be offered for each item and not in combination with other items (unless the grouping of items is otherwise allowed as defined in the specifications). Unit price shall prevail in case of a conflict between unit and total price (extension); written price shall prevail in case of a conflict between written and enumerated pricing. Vendors are instructed to **round off all unit pricing and extensions to the nearest whole cent; i.e., round the pricing to two places to the right of the decimal point only**. JPSD will only accept pricing which is stated in this manner. All items for which pricing is submitted which is other than two places to the right of the decimal shall be accepted; however, all digits beyond a whole cent (more than two places to the right of the decimal) shall be ignored in the rfp analysis process and the unit price indicated on the purchase order shall be to the nearest whole cent for each item involved.

Payment and Invoicing

Unless otherwise indicated in the detailed specifications of this rfp document; JPSPD shall make remittance in a **single lump sum** payment **following satisfactory delivery of all items** listed on the purchase order or following satisfactory performance (final inspection) of all services as specified in the contract. JPSPD remits by "completed purchase order" only; remittance shall not be made upon receipt of partial shipments or performance, or the receipt of invoicing for same, but only after all items included on the purchase order or contained in the contract are delivered and/or satisfied.

It is mutually understood that invoices submitted against Multi-Year or Open Purchase Orders, remittances are processed based on the contracted scheduled agreement prior to the purchase order being generated. Only **Multi-Year** and **Open Purchase Orders** have multiple invoices received for remittance for payment. Professional Services, materials and other such services; invoices are submitted for payment in intervals following satisfactory delivery of ALL services and /or performance of ALL services indicated in the contracted agreement between said vendor and JPSPD for that time period, following inspection if applicable.

Performance Penalty

The Consultant is subject to a 10% penalty on this Agreement for the 2020-2021 school year if the academic objectives of this agreement are not satisfied. The District will withhold 10% of the total contract for final payment to be made after the academic objectives are satisfied.

Default and Delays

Upon failure of the Vendor to deliver all of the items ordered or to render service, within the time set or allowed, the successful Vendor shall be considered in default, in which case JPSPD reserves the right to terminate the purchase order or contract and to purchase similar supplies, services, or furniture and equipment, on the open market or secure the manufacture, delivery, and installation thereof by contract or otherwise. The Vendor shall be charged with any cost occasioned by JPSPD whether said cost is the same as originally accepted or any excess cost.

Damage to School Property

Any damage or loss to JPSPD property as a result of any action by the Vendor in the delivery, execution or performance of any item or service stated in these specifications shall be repaired or replaced to the satisfaction of designated JPSPD personnel, at the Vendor's cost, within a reasonable time.

Guarantee

Each Vendor, by presenting an rfp under these specifications, binds himself to make positive that all goods are fully up to the standards set by the specifications. Should it be discovered within a reasonable period of time from the date of purchase order or contract that such goods or services are not up to standard, JPSPD shall have the right to have such goods or services replaced by others conforming to the standard requirements and the entire expense be borne by the Vendor. The Vendor shall agree to guarantee and warrant all equipment provided as a result of this rfp for a period equal to the stated guaranty/warranty in the specifications. All such warranties shall provide the coverage as indicated in the specifications.

Acceptance and Award of RFP Proposals

The Vendor's rfp proposal, once submitted and accepted as a valid rfp by JPSPD, shall be deemed by both parties to constitute a legal and binding offer on the part of the Vendor to sell to JPSPD as per the terms of the rfp specifications, all products and/or services contained therein. RFP proposals are subject to acceptance by JPSPD at any time within forty-five (45) calendar days following the rfp opening date. Consequently, all price quotations shall be effective for a minimum of forty-five (45) calendar days and a maximum period as indicated in the specifications. All rfps must be valid for the effective dates stated in the specification, if applicable.

Award of contract shall be made to the responsible Vendor whose rfp, conforming to the specifications, is deemed to be the most advantageous to JPSPD, price and all other factors considered. The Vendor acknowledges the right of JPSPD to reject the rfp, in part or in total, if the Vendor fails to submit the data required in the specifications, or if the rfp is in any way incomplete or irregular. Under no circumstances may a Vendor deliver, install, or perform any service as specified in these specifications without written authorization from JPSPD (i.e., a duly issued purchase order or signed contract). All RFPs shall be approved by the Board of Trustees prior to the final award.

The Vendor shall be issued a purchase order document, which shall be deemed acceptance of the rfp proposal offer made by the Vendor, for all items and/or services approved by the Board of Trustees and awarded as a result of this rfp. However, if in the opinion of JPSPD a contract document is required to authorize the award of the rfp, Vendor agrees to sign and execute all such contract documents as required in the written specifications. NOTE: If Vendor policy requires that JPSPD sign Vendor contract documents, a sample of all such documents shall be included with the rfp proposal and shall become a part of the Vendor's rfp proposal.

All awards are based on the availability of funding. In the event of a reduction of funds, this award can be rescinded at any time.

Grievance Procedure

JPSPD has adopted a Vendor Grievance Procedure to address and resolve any Vendor grievances or disputes resulting from or arising out of JPSPD's rfp process. If Vendor disagrees with any aspect of the rfp process, Vendor shall adhere to the following procedure. Vendor shall submit a letter or written statement of protest to the Purchasing Agent, with a copy to the Superintendent, identifying the rfp, including rfp number, title, opening date and, if applicable, the item number(s) at issue, and explaining, in detail, the nature of and/or reason(s) for the protest. No verbal protest shall be acknowledged by JPSPD. Vendor protests must be received by the Purchasing Agent not later than five (5) business days prior to the date of the Board meeting at which the Board is to act upon the rfp that is the subject of the protest. A review committee, appointed by the Superintendent, shall evaluate the protest and render a decision expeditiously. The decision of the review committee shall be based on evidence presented by the Vendor, the Purchasing Agent and other appropriate parties, to be determined in the discretion of the committee. In the sole discretion of the committee, the committee may conduct a hearing on Vendor's protest. The decision of the review committee shall be submitted to the Superintendent for approval. The protesting Vendor shall be informed, in writing, of the Superintendent's decision not later than two (2) business days prior to the date of the Board meeting at which the Board is to act upon the rfp that is the subject of the protest. The Superintendent's decision shall be final unless Vendor appeals such decision to the Board of Trustees. If Vendor wishes to appeal the Superintendent's decision, Vendor shall deliver its appeal, in writing, to the Office of the Superintendent not later than 12:00 p.m. on the date of the Board meeting at which the Board is to act upon the rfp that is the subject of the appeal. Appeals shall be presented to the Board at the meeting at which the Board acts upon the rfp that is the subject of the appeal and Vendor, upon written request, will be granted up to five (5) minutes to appear and present to the Board at such meeting its protest and/or appeal. After the Board takes final action upon an rfp, no appeals or protests will be acknowledged by JPSPD. The decision of the Board shall be final, subject to Vendor's right to pursue a legal remedy.

Submission of RFP Proposals Instructions:

- Responses, once completed, should be placed in an opaque, sealed envelope
- On the outside of the envelope, list the company's name/address, RFP number and title as they appear on the RFP proposal in order that the response may be accurately registered upon receipt. A designated official who is a legal representative of the Company must list required signatures where noted prior to submitting sealed proposal.

Failure to comply with the above submittal instructions will cause proposals not to be registered or cataloged to appropriate file. The original documents must be displayed in front of all copies submitted by interested parties.

PLEASE SUBMIT ORIGINAL RFP DOCUMENTS AND (6) COPY/COPIES IN THE FORMAT OUTLINED ABOVE ALONG WITH ANY OTHER DOCUMENTATION ATTACHED TO THE BACK OF PROPOSAL.

Please submit proposal and copies to the address listed below:

**Jackson Public School District
Business Office
Attn: Bettie Jones
662 S. President Street
Jackson, MS 39201**

Any proposal not received by the stated submission deadline/time will not be considered and/or opened. The proposal will be returned to the vendor at the vendor's expense.

The District accepts no liability for late submissions due to the actions of the United States Postal Service, Federal Express, United Parcel Service or any other delivery methods.

Proposal Cover Page

VENDOR INFORMATION

Name and Title _____

Company Name _____ Date _____

SUBMISSION COVER SHEET AND CONFIGURATION SUMMARY

By my signature below, I hereby represent that I am authorized to and do bind the offeror to the provisions of the attached proposal. The undersigned offers and agrees to perform the specified personal and professional services in accordance with provisions set forth in the Request for Proposals. Furthermore, the undersigned fully understands and assures compliance with the Conditions of Solicitation and Standard Terms and Conditions contained in the RFP. The undersigned is fully aware of the evaluation criteria to be utilized in vendor selection for approval. I further certify that _____ is an authorized dealer in good standing of the products/services included in the proposal submitted in response to the RFP.

Authorized Signature

Date

Printed Signature

CONFIGURATION SUMMARY

Vendor must provide a summary of the main component of services offered in this proposal using 100 words or less.

ASSURANCES AND SIGNATURE FORM

In submitting this application I certify that:

1. The organization will comply with applicable federal, state, and local policies and procedures.
2. Services will be provided under the supervision of highly qualified teachers and/or administrators.*
3. The organization will maintain professionalism and confidentiality.
4. The organization is fiscally sound and will be able to complete services to the local educational agency.
5. The organization will ensure that the services provided are aligned the Mississippi Curriculum Frameworks and scientifically research based practices.*
6. The organization will comply with applicable federal, state, and local health, safety, and civil rights laws.
7. Provisions that subject all individuals employed by or otherwise associated with the approved provider, including volunteers, support staff, etc., who have direct contact with students, to the fingerprint and criminal history record check contained in law, including, Education Laws 305(30), 1125(3), 1604(39), 1604(40), 1709(39), 1709(40), 1804(9), 1804(10), 1950(4)(11), 1950(4)(mm), 2503 (18), 2503(19), 2554(25), 2554(26, 2590-h (20), 2854(3)(a-2), 2854(3)(a-3), and 3035.
8. All services will be secular, neutral, and non-ideological.
9. The organization will provide the local educational agency with information regarding implementation of proposal initiatives in increasing achievement, in a format, and to the extent practicable, a language or other mode of communication such that district personnel, parents / legal guardians, and community members can understand.*

The undersigned hereby certifies that I am an individual authorized to act on behalf of the organization in submitting this application and assurances. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for denying the applicant's request for approval.

Name of Organization

Printed Name of Authorized Representative

Signature of Authorized Representative

Date Signed

*For Educational/Instructional proposals



**JACKSON
PUBLIC SCHOOLS**
Transforming lives through
excellent education

INDEPENDENT CONTRACTOR DEBARMENT VERIFICATION FORM

(Please print clearly or type)

***Appropriate signatures shall certify statements below.*

Subgrantee's/Contractor's Name	
Authorized Official's Name	
Complete Address	
Contact Number	
Are you currently registered to do business in the State of Mississippi? (Yes or No) If yes, attach supporting documentation of registration status. If, no please register and provide documentation of registration status. (State/Other fund requirement)	

FEDERAL DEBARMENT CERTIFICATION:

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District(JPS) that the CONTRACTOR is not on the list for federal debarment on www.sam.gov – System for Award Management.

STATE OF MISSISSIPPI REGISTRATION:

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District (JPS) that the CONTRACTOR is not on the list for debarment on www.sos.ms.gov for doing business with the State of Mississippi or with any Mississippi State Agency.

PARTNERSHIP DEBARMENT CERTIFICATION:

CONTRACTOR hereby certify that all entities who are in partnership through this contract or grant with the Jackson Public School District(JPS) (subcontractors, subrecipients, et al.) are not on the federal debarment list on www.sam.gov – System for Award Management or the State of Mississippi debarment list. Proof of documentation of partnership verification with SAM shall be kept on file and the debarment status shall be checked prior to submission of every contract/subgrant and modification to JPS.

Original Signature of Contractor or Authorized Official Date



INDEPENDENT CONTRACTOR DEBARMENT VERIFICATION FORM*

(Please print clearly or type)

***Appropriate signatures shall certify statements below.*

Subgrantee's/Contractor's Name	
Authorized Official's Name	
Complete Address	
Contact Number	
Are you currently registered with www.sam.gov (Yes or No) If yes, attach supporting documentation and DUNS number must be Active with open access. (Federal fund requirement)	
Are you currently registered to do business in the State of Mississippi? (Yes or No) If yes, attach supporting documentation of registration status. If not, please register and provide documentation of registration status. (Federal and State/Other fund requirement)	

FEDERAL DEBARMENT CERTIFICATION:

CONTRACTOR hereby certifies that at the execution of a contract with the Jackson Public School District (JPS), that the CONTRACTOR is not on the list for federal debarment on www.sam.gov – System for Award Management.

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Original Signature of Contractor or Authorized Official

Date

****Project is being supported with federal funds***

Proposal

1.0 Introduction

The instructional philosophy of the Jackson Public School District is to ensure that maximum learning takes place in a safe and positive environment. Teachers serve as positive role models, mentors, and contributing team members who adhere to, and enforce, district and school policy. Teachers will use the district's instructional delivery model to ensure effectiveness and consistency.

Instruction is student-centered and focused on the goal of mastering the curricula of the District, which is aligned to state standards and frameworks. Important elements of quality instruction include but are not limited to, implementation of the district curricula, teaching to the objectives, utilizing effective methods of delivery, assessing, re-teaching, and providing expanded opportunities in the learning process.

2.0 Project Overview

Jackson Public School District (JPSD) seeks a vendor to provide text sets/classroom libraries for grades

K – 12. The collections for grades K – 5 have been identified in the succeeding pages of this RFP. Additionally, a science collection is needed for grades 6 – 12/Biology I. The collections must align to the grade-level science standards in the Mississippi College and Career Readiness Standards.

- Text Sets should have, when possible, multiple titles for student choice.
- Each reading collection should be flexible enough to provide instructional support for whole-class read-aloud sessions, small-group instruction, and independent reading.
- Thematic texts should support content-area concepts and develop literacy skills.
- Text Sets should promote close reading.

Grade	Title	Author	Qty	ISBN
K	Wild about Books	Juey Sierra	15	9781845075262
K	Miss Bindergareten Gets Ready for Kindergarten	Joseph Slate	15	9780140562736
K	Abe Lincoln: The Boy Who Loved Books	Kay Winters	15	9781416912682
K	Rap a Tap Tap: Here's Bojangles - - Think of That!	Leo and Diane Dillon	15	9780590478830
K	My Five Senses	Aliki	15	9780062381927
K	My Five Senses	Margaret Miller	15	9780689820090
K	Last Stop on Market Street	Matt de la Peña	1	9780399257742
K	Chicka Chicka Boom Boom!	Bill Martin Jr. and John Archambault	15	9780689835681
K	The Year at Maple Hill Farm	Alice and Martin Provensen	15	9780689845000
K	The Three Little Pigs	Thea Kliros	15	9780060082369
K	The Little Red Hen	Jerry Pinkney	15	9780803729353
K	The Three Billy Goats Gruff	Paul Galdone	15	9780899190358
K	Farm Animals	Wade Cooper	15	9780545099936
K	Home: Then and Now	Robin Nelson	6	9780822546436

Grade	Title	Author	Qty	ISBN
K	School: Then and Now	Robin Nelson	6	9780822546412
K	Transportation: Then and Now	Robin Nelson	6	9780822546375
K	Communication: Then and Now	Robin Nelson	6	9780822546399
K	The Little House	Virginia Lee Burton	15	9780395259382
K	When I Was Young in the Mountains	Cynthia Rylant	15	9780140548754
K	Now & Ben: The Modern Inventions of Benjamin Franklin	Gene Barretta	15	9780312535698
K	Africa	Rebecca Hirsch	15	9780531292754
K	Australia	Rebecca Hirsch	15	9780531292785
K	Antarctica	Rebecca Hirsch	15	9780531292761
K	Asia	Rebecca Hirsch	15	9780531292778
K	Europe	Rebecca Hirsch	15	9780531292792
K	The Story of Ferdinand	Munro Leaf	1	9780448456942
K	South America	Rebecca Hirsch	15	9780531292815
K	Barefoot Books World Atlas	Nick Crane	6	9781846863332

Grade	Title	Author	Qty	ISBN
K	Introducing North America	Chris Oxlade	15	9781432980511
K	Why Mosquitos Buzz In People's Ears	Verna Aardema	1	9780140549058
K	Moon Rope	Lois Ehlert	1	9780152017026
1	Wild about Books	Judy Sierra	15	9781845075262
1	Ms. Nelson is Missing	Harry G. Allard Jf. And James Marshall	15	9780395664988
1	Abe Lincoln: The Boy Who Loved Books	Kay Winters	15	9781416912682
1	Tomás and the Library Lady	Pat Mora	15	9780375803499
1	Museum ABC	The Metropolitan Museum of Art	3	9780316071703
1	That Book Woman	Heather Henson	15	9781416908128
1	Waiting for the Biblioburro	Monica Brown	15	9781582463537
1	My Librarian is a Camel	Margriet Ruurs	3	9781590780930
1	Green Eggs and Ham	Dr. Seuss	30	9780394800165
1	Seven Blind Mice	Ed Young	15	9780698118959
1	What Do You Do With a Tail Like This?	Steve Jenkins and Robin Page	15	9780618997138

Grade	Title	Author	Qty	ISBN
1	Seahorse: The Shyest Fish in the Sea	Chris Butterworth	15	9780763641405
1	Never Smile at a Monkey	Steve Jenkins	15	9780544228016
1	Me...Jane	Patrick McDonnell	6	9780316045469
1	Feel the Wind	Arthur Dorros	15	9780064450959
1	Owl at Home	Arnold Lobel	15	9780064440349
1	The Boy Who Harnessed the Wind	William Kamkwamba	1	9780803735118
1	Gilberto and the Wind	Marie Hall Ets	15	9780140502763
1	Feelings	Aliki	15	9780688065188
1	Brave Irene	William Steig	1	9780312564223
1	Bigfoot Cinderrrrrella	Tony Johnston and James Warhola	15	9780698118713
1	Cinderella	Marcia Brown	15	9780689814747
1	Glass Slipper, Gold Sandal	Paul Fleischman	1	9780805079531
1	The Korean Cinderella	Shirley Climo	15	9780064433976
1	Cendrillon: A Caribbean Cinderella	Robert D. San Souci	1	9780689848889
1	The Rough-Face Girl	Rafe Martin	1	9780698116269

Grade	Title	Author	Qty	ISBN
1	Adelita	Tomie dePaola	15	9780142401873
2	Wild about Books	Judy Sierra	15	9781845075262
2	Sky Tree	Thomas Locker	15	9780064437509
2	Why Do Leaves Change Color?	Betsy Maestro	15	9780062382016
2	A Color of His Own	Leo Lionni	15	9780679887850
2	The Little Yellow Leaf	Carin Berger	15	9780061452239
2	How Do You Know It's Fall?	Lisa M. Herrington	15	9780531225752
2	The Story of Johnny Appleseed	Aliki	15	9780671667467
2	John Henry: An American Legend	Ezra Jack Keats	30	9780394890524
2	Johnny Appleseed	Steven Kellogg	1	9780688064174
2	Journey of a Pioneer	Patricia J. Murphy	15	9780756640057
2	Plains Indians	Andrew Santella	15	9781432949617
2	The Buffalo are Back	Jean Craighead George	2	9780525422150
2	John Henry	Julius Lester	1	9780140566222
2	The Legend of the Bluebonnet	Tomie dePaola	1	9780698113596

Grade	Title	Author	Qty	ISBN
2	Separate is Never Equal: Sylvia Mendez and Her Family's Fight for Desegregation	Duncan Tonatiuh	1	9781419710544
2	Martin Luther King, Jr. and the March on Washington	Frances E. Ruffin	30	9780448424217
2	Ruby Bridges Goes to School: My True Story	Ruby Bridges	30	9780545108553
2	The Story of Ruby Bridges	Robert Coles	15	9780439472265
2	I Have a Dream	Martin Luther King Jr. and Kadir Nelson	1	9780375858871
2	The Digestive System	Christine Taylor-Butler	15	9780531207314
2	The Vegetables We Eat	Gail Gibbons	15	9780823421534
2	Stone Soup	Marcia Brown	15	9780689711039
2	Good Enough to Eat: A Kid's Guide to Food and Nutrition	Lizzy Rockwell	15	9780064451741
2	The Digestive System	Jennifer Prior	1	9781433336775
2	Bone Button Borscht	Aubrey Davis	6	9781550743265

Grade	Title	Author	Qty	ISBN
3	Thank You, Mr. Falker	Patricia Polacco	15	9780399257629
3	Amos and Boris	William Steig	15	9780312535667
3	Giant Squid: Searching for a Sea Monster	Mary Cerullo and Clyde F.E. Roper	15	9781429680233
3	Shark Attack!	Cathy East Dubowski	15	9781465435064
3	The Fantastic Undersea Life of Jacques Cousteau	Dan Yaccarino	15	9780375844706
3	Ocean Sunlight: How Tiny Plants Feed the Seas	Molly Bang and Penny Chisholm	1	9780545273220
3	Starry Messenger: Galileo Galilei	Peter Sis	15	9780374470272
3	Moonshot	Brian Floca	15	9781416950462
3	One Giant Leap	Robert Burleigh	15	9780147511652
3	Zathura	Chris Van Allsburg	1	9780618253968
3	The Keeping Quilt	Patricia Polacco	15	9780689844478
3	Coming to America: The Story of Immigration	Betsy Maestro	15	9780590441513
3	Grandfather's Journey	Allen Say	15	9780547076805
3	Tea with Milk	Allen Say	15	9780547237473

Grade	Title	Author	Qty	ISBN
3	Family Pictures	Carmen Lomas Garza	1	9780892392070
3	Emma's Rug	Allen Say	1	9780618335237
3	When Marian Sang: The True Recital of Marian Anderson	Pam Munoz Ryan	1	9780439269674
3	Action Jackson	Jan Greenberg and Sandra Jordan	15	9780312367510
3	A River of Words: The Story of William Carlos Williams	Jen Bryant	15	9780802853028
3	Alvin Ailey	Andrea Davis Pinkney	15	9780786810772
4	Thank You, Mr. Falker	Patricia Polacco	30	9780399257629
4	Love That Dog	Sharon Creech	30	9780064409599
4	The Circulatory Story	Mary K. Corcoran	15	9781580892094
4	Hatchet	Gary Paulsen	30	9781416936473
4	SAS Survival Handbook, Third Addition	John "Lofty" Wiseman	1	9780062378071
4	Mountains	Seymour Simon	15	9780688154776
4	Hatchet (Audio)		1	9780807204771
4	Colonial Voices: Hear Them Speak	Kay Winters	15	9780147511621

Grade	Title	Author	Qty	ISBN
4	George vs. George	Rosalyn Schanzer	15	9781426300424
4	The Scarlet Stocking Spy	Trinka Hakes Noble	1	9781585362301
4	Woods Runner	Gary Paulsen	30	9780375859083
4	Woods Runner (Audio)		1	9780307710321
4	Understanding Greek Myths	Natalie Hyde	15	9780778745143
4	Gifts from the Gods: Ancient Words and Wisdom	Lisa Lunge-Larsen	15	9780547152295
4	Pushing Up the Sky	Joseph Bruchac	6	9780803721685
4	Walk Two Moons	Sharon Creech	30	9780064405171
5	Thank You, Mr. Falker	Patricia Polacco	30	9780399257629
5	Thunder Rolling in the Mountain	Scott O'Dell	30	9780547406282
5	Phantom Tollbooth	Norton Juster	30	9780394820378
5	A River Between Us	Richard Peck	30	9780142403105
5	The Boys War	Jim Murphy	15	9780395664124
5	We Are the Ship: The Story of Negro League Baseball	Kadir Nelson	30	9780786808328

4.0 Management Responsibilities

The Jackson Public School District will designate one representative who will act as the primary contact for this project. The representative will be responsible for conferring with any and all parties necessary to resolve unanticipated issues or requirements that might occur during the course of the RFP. If you have any questions, please contact:

Dr. Kimberly Smith, Interim Executive Director, Office of Teaching and Learning
Jackson Public School District
624 South President Street
Jackson, MS 39201
Phone: (601) 960-8355
Email: kismith@jackson.k12.ms.us

5.0 Format and Procedures for Delivery of Proposal

The proposal shall consist of six parts (Attachments A, B, C, D, E, F)

Attachment A – Proposal Cover Page

Attachment B – Basic Program Description (include an overview of the programs and support services proposed, which will allow the district to determine the quality of services provided)

Attachment C – Cost (provide a specific description of your pricing structure)

Attachment D – Assurances and Signature Form

Attachment E – Proposal Form

Attachment F – Request to Add Vendor Form

Procedures for Delivery of Proposals

One (1) original and (6) copies of the proposal must be received on or before 10:00 a.m. on July 15, 2020 to the address listed below.

Jackson Public School District
Business Office
Attn: Bettie Jones
662 South President Street
Jackson, MS 39201

Proposals received after the due date and time will NOT be considered. Incomplete proposals will not be accepted and will not be returned for revisions. No faxed or emailed copies will be accepted. The proposal must be signed by an authorized official to bind the

offeror to the proposal provisions. Proposal must be in sealed envelope with the RFP number, title, and vendor return address listed on the outside of envelope for proper log in.

RFPs will be opened publicly on the above date and time at Jackson Public School District, Central Office, 662 S. President Street, Jackson, Mississippi 39201.

6.0 Acceptance of Proposals

The Jackson Public School District reserves the right, in its sole discretion, to waive minor irregularities in proposals. A minor irregularity is a variation from the proposal that does not affect the proposal, or gives one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the interests of the school district.

7.0 Rejection of Proposals

Proposals may be rejected for reasons that include, but are not limited to, the following:

1. The proposal contains unauthorized amendments to requirements as outlined herein.
2. The proposal is conditional.
3. The proposal is incomplete or contains irregularities that make the proposal indefinite or ambiguous.
4. The proposal is not signed by an authorized representative of the applicant.
5. The proposal contains false or misleading statements or references.
6. The proposal price is clearly unreasonable.
7. The proposal is not responsive (i.e., does not conform in all material respects to the RFP).
8. The supply or service item offered in the proposal is unacceptable by reason of its failure to meet the requirements of the specifications or permissible alternates or other acceptability criteria set forth in the RFP.

8.0 Disposition of Proposals

All proposals become the property of the Jackson Public School District.

9.0 Conditions of Solicitation

The release of the RFP does not constitute an acceptance of any offer. Jackson Public School District reserves the right to accept, reject, or negotiate any or all offers on the basis of the evaluation criteria contained within this document.

The offeror shall assure compliance with the following conditions of solicitation:

1. Any proposal submitted in response to the RFP shall be in writing.
2. The Jackson Public School District will not be liable for any costs associated with the preparation of proposals or negotiations of contract incurred by any party.
3. Discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements, but proposals may be accepted without such discussions.

4. Any proposal received after the time and date set for receipt of proposals is late. Any withdrawal or modification of a proposal received after the time and date set for receipt of proposals at the place designated for receipt is late. No late proposal or late modification will be considered unless receipt would have been timely but for the action or inaction of school district personnel directly serving the procurement activity.
5. The offeror represents that it has not retained a person to solicit or secure this agreement for a commission, percentage, brokerage, or contingent fee.
6. The offeror certifies that the prices submitted in response to the solicitation have been arrived at independently and without (for the purpose of restricting competition) any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate the price proposal.

10.0 Standard Terms and Conditions

Certain terms and conditions are required. Therefore, the offeror shall assure agreement and compliance with the following Standard Terms and Conditions:

1. INDEPENDENT CONTRACTOR

The offeror shall perform all services as an independent contractor and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by the contractor with respect to third parties shall be binding on Jackson Public School District.

2. ACCESS TO RECORDS

The offeror agrees that the Jackson Public School District, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit/examine any pertinent documents, paper, and records, related to change and performance under this agreement. Such records shall be kept for a period of three years after final payment under this agreement, unless the Jackson Public School District authorizes earlier disposition. Offeror agrees to refund to the district any overpayments disclosed by any such audit. However, if litigation, claim, negotiation, audit or other action involving the records had been started before the expiration of the three (3) year period, the records shall be retained until completion of the action and resolution of all issues, which arise from it.

3. APPLICABLE LAW

The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of law provisions, and any litigation with respect thereto shall be brought in the courts of the State of Mississippi. The offeror shall comply with applicable federal, state, and local laws and regulations. In compliance with state law, the offeror, if employed by a public entity, must make arrangements with her/his employer to take the appropriate leave (annual, professional, compensation, etc.) during the period of service covered by the contract.

4. AUTHORITY TO CONTRACT

Offeror warrants (a) that it is a validly organized business with valid authority to enter into this agreement; (b) that it is qualified to do business and in good standing in the State of Mississippi; (c) that entry into and performance under this agreement is not restricted or prohibited by any loan, security, financing, contractual, or other agreement of any kind, and (d) notwithstanding any other provision of this agreement to the contrary, that there are no existing legal proceedings or prospective

legal proceedings, either voluntary or otherwise, which may adversely affect its ability to perform its obligations under this agreement.

5. COMPLIANCE WITH LAWS

The offeror understands that the school district is an equal opportunity employer and therefore maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful and the offeror agrees during the term of the agreement that the offeror will strictly adhere to this policy in its employment practices and provision of services. The offeror shall comply with, and all activities under this agreement shall be subject to, all applicable federal, state, and local laws and regulations, as now existing and as may be amended or modified.

6. PERSONNEL

Offeror agrees that, at all times, the employees of offeror furnishing or performing any of the services specified under this agreement shall do so in a professional manner.

7. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

The offeror certifies that the prices submitted in response to the solicitation have been arrived at independently and without any consultation, communication, or agreement with any other bidder or competition relating to those prices, the intention to submit a bid or the methods or factors used to calculate the prices bid.

8. AVAILABILITY OF FUNDS

It is expressly understood and agreed that the obligations of the district to proceed are conditioned upon the appropriation of funds by the Mississippi State Department of Education and the receipt of state and/or federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to the State, the district shall have the right upon ten (10) working days written notice to the offeror, to terminate or modify the agreement without damage, penalty, cost of expenses to the state or district of any kind whatsoever. The effective date of termination or modification shall be as specified in the notice of termination or modification.

11.0 Criteria for Evaluation of Proposals

Each proposal will be evaluated using the selection criteria indicated below.

Maximum points for each criterion are as follows:

I. Project Description

Maximum Points

- A. Alignment Between Evidence-based and Program Design;
10
- B. Alignment with Project Overview/Goals;
10
- C. Alignment with themes in Science for grades 6th – 10th/Biology I;
10
- D. Text Sets promote close reading for grades K – 10;
10
- E. Connection to State Academic Standards.
10

Entities eligible to apply to provide the requested educational services may include:

- **Private Educational Companies**
- **Institutions of Higher Learning (IHL)**

II. Cost

DESCRIPTION OF SERVICE	PROJECTED NUMBER OF SERVICE DAYS/ DAILY RATE	TOTAL COST
		\$
Extended Cost		\$

The District reserves the right to reject any and all proposals and to negotiate with the best proposed offer to address issues other than those described in the proposal.

12.0 Time Line:

June 09, 2020	RFP Issued
July 15, 2020	Proposals Due
July 16th thru 20th, 2020	Evaluation of Proposals
July ??, 2020 Tentative Date	Board Approval

13.0 Responsibilities of an Approved Provider

1. Ensure that the professional development /consultative services provided and the content used by the provider are consistent with those of the school district and State and are aligned with the Mississippi Curriculum Frameworks.

2. Enter into an agreement with the district that includes:

- Statement of specific goals.
- Description of how the progress will be measured.
- Timetable for implementing services.
- Initiation date, frequency, and duration of services to be provided.
- Payment provisions based on services provided.
- Description of the services to be provided.
- Qualifications of staff responsible for the delivery of the services.
- Written reports to the superintendent, building level administrator, and specified district level administrators following each day of service.
- Quarterly, on-site briefings with the superintendent and appropriate district level personnel.