



NOTICE OF SOLICITATION

SERIAL XXXXX-RFI

REQUEST FOR INFORMATION FOR: MCESA REIL ASSESSMENT SYSTEM

Notice is hereby given that sealed Requests for Information will be received by the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, until **2:00 P.M./M.S.T** on ***DATE TO BE DETERMINED*** for the furnishing of the following services for Maricopa County. The Materials Management Director or his designated representative, at an open, public meeting at the above time and place will open the submittals.

All submittals must be signed, sealed and addressed to the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, and marked, "**SERIAL XXXXX-RFI REQUEST FOR INFORMATION: MCESA REIL ASSESSMENT SYSTEM.**"

The Maricopa County Procurement Code ("The Code") governs this request and is incorporated by this reference. Any protest concerning this Request for Information must be filed with the Procurement Officer in accordance with Section MC1-905 of the Code.

ALL ADMINISTRATIVE INFORMATION CONCERNING THIS REQUEST FOR INFORMATION CAN BE LOCATED AT <http://www.maricopa.gov/materials> "*Develop Bids*". ANY ADDENDA TO THIS REQUEST FOR INFORMATION WILL BE POSTED ON THE MARICOPA COUNTY MATERIALS MANAGEMENT WEB SITE UNDER THE SOLICITATION SERIAL NUMBER.

SUBMITTALS WITH INSUFFICIENT POSTAGE WILL NOT BE ACCEPTED
BY THE MARICOPA COUNTY MATERIALS MANAGEMENT CENTER

DIRECT ALL INQUIRIES TO:

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PROCUREMENT OFFICER
TELEPHONE: (602) 506-3248
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NOTE: MARICOPA COUNTY PUBLISHES ITS SOLICITATIONS ONLINE AND ARE AVAILABLE FOR VIEWING AND/OR DOWNLOAD AT THE FOLLOWING INTERNET ADDRESS:

<http://www.maricopa.gov/materials/bidinfo.html>

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REQUEST FOR INFORMATION: REIL ASSESSMENT SYSTEM

1.0 PURPOSE

The Maricopa County Education Service Agency (MCESA) is seeking information from qualified firms for an Assessment System (AS) as part of the Rewarding Excellence in Instruction and Leadership (REIL) program. MCESA has undertaken a five-year initiative aimed at improving student academic progress by increasing the effectiveness of teachers and principals. Six local school districts are engaged in the REIL initiative, which is funded by a Teacher Incentive Fund grant from the U.S. Department of Education. This is a solicitation for:

- 1) Current literature for services, including copies of other government projects of similar systems.
- 2) Product demonstrations and/or access to current project Websites.
- 3) High-level technical architecture models and descriptions.

If interested, parties should respond by submitting information on the above services.

2.0 INTENT

The intent of the MCESA REIL Assessment System is to provide the ability to develop, deliver, and store assessments, as well as store assessment results and perform result analysis. Data will be connected to teacher performance through the REILize Decision Support System (RDSS), another module within the REIL system. The Assessment System will contain assessments for all content areas across all grade levels K through 12.

Numerous districts will work collaboratively to develop standardized assessments for the non-traditionally tested content areas such as Physical Education, Art, and Music.

The major goals and objectives of the Assessment System are to provide the following key features and functions:

- Authoring
- Test Set Up
- Administration
- Scoring
- Reporting
- System Support

A primary characteristic of the Assessment System must be support of long-term sustainability for the high stakes testing processes developed under the REIL grant. It should also serve for developing and administering district and classroom formative assessments.

3.0 REQUIREMENTS

Informational requirements for this RFI include:

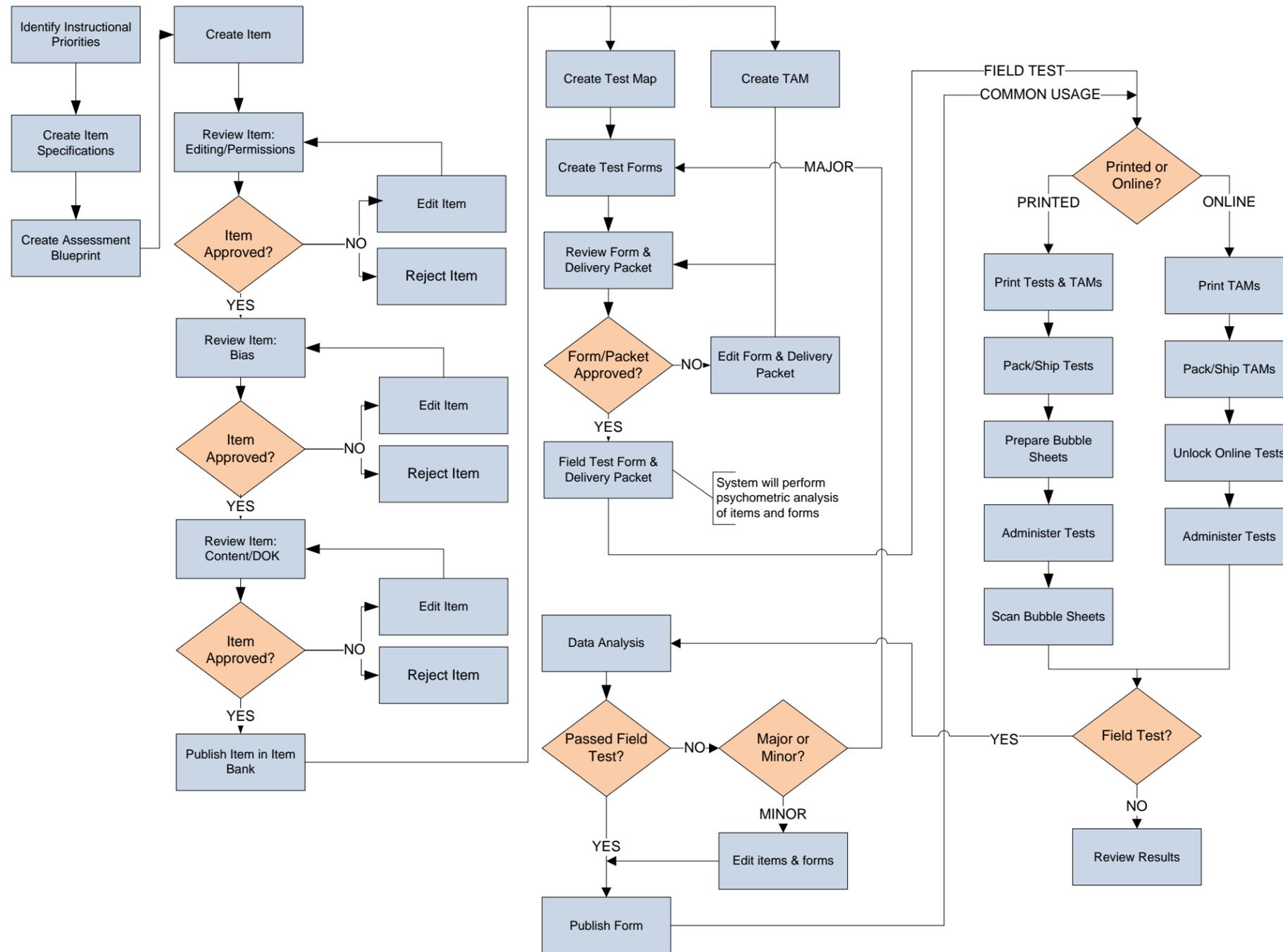
- Current install base in Arizona (include references). Provide samples of similar projects completed to date, including largest clients.
- Provide details of experience supporting service agencies and/or multiple education levels in a single project.
- Provide details of planned cost structure for project development including any content licensing.
- Provide details of hosting options, i.e. host at MCESA or ASP.

- Provide details about Service Level guarantees?
- Provide details of timeline for implementation.
- Provide details of any additional services available.
- Provide details of technical specifications for the system.

Technical Constraints:

- AS will be a web-based tool that uses current browser technology and is compatible with the following commonly used browsers: Internet Explorer 7 and above, Chrome 1.5 and above, Safari 4.0 and above, and Firefox 8.0 and above, and Firefox Mobile.
- AS should exchange data with other RDSS systems
- AS should exchange data with a district SIS
- AS should be compatible with scanners and student response systems (e.g., clickers)
- AS should support PDFs
- AS should be compatible with varied hardware input systems such as personal computers, iPads/iPods, Android tablets, smartphones and other mobile devices
- AS should allow for import of files and results from other assessment systems as long as QTI standards are followed
- AS must be able to store various media formats for test items such as static images (pngs, gifs, jpgs), media players (Flash, Quicktime, Windows Media), and audio file formats (mp4) and be able to display high resolutions images
- AS must be able to render and play raw footage video on H.264 compliant devices.
- AS must be able to play a movie in Flash created with Adobe Captivate.
- AS should be compatible with various software systems such as PC and Macintosh operating systems: Windows 7, Mac OS 10.5, Android 2.2, iOS 4
- AS should provide antivirus checking on any uploaded external file content including multimedia files, image files (e.g. gif and jpg), or other attachments such as PDF's, etc.
- Data that is stored or used by the AS shall be CEDS (version 2) and QTI (version 2.0) compliant.
- Comply with all relevant Federal & State laws

3.1. SUGGESTED WORKFLOW:



4.0 SPECIFICATIONS

4.1. AUTHORING

Provide an authoring system in which “high stakes” REIL test items and test forms can be imported or created, reviewed, field tested, and administered. The AS should also be able to support creation and administration of district and classroom “low stakes” assessments.

- 01: Import Multiple Standards Documents
- 02: Identify Instructional Priorities
- 03: Create Item Specifications
- 04: Create Assessment Blueprints
- 05: Create Secure Item Bank
- 06: Create Non-Secure Item Bank
- 07: Create Test Items (Secure)
- 08: Create Additional Test Items (Secure or Non-Secure)
- 09: Create Performance Based Items (Secure or Non-Secure)
- 10: Import Test Items and Forms
- 11: Import Complete Item Banks
- 12: Enter Distractor Rationale
- 13: Review Distractor Rationale
- 14: View Distractor Rationale
- 15: Enter General Item
- 16: Import, Calculate, and Store Statistical Metadata
- 17: Store Images in Items
- 18: Store Multimedia Assets for Items
- 19: Search for Test Items
- 20: Search for Test Item Banks
- 21: Review Secure Test Items
- 22: Edit Secure Test Items
- 23: Publish Secure Test Items
- 24: Review, Edit, Field Test and Publish Non-Secure Test Items
- 25: Create Test Maps
- 26: Create Secure Test Form Banks
- 27: Create Non-Secure Test Form Banks
- 28: Create Test Forms Manually (REIL Grant Tests)
- 29: Create Test Forms Using Wizards
- 30: Create Answer Only Test Forms
- 31: Review and Edit Secure Test Forms
- 32: Preview Secure Test Forms
- 33: Publish Secure Test Forms
- 34: Review, Edit, Field Test and Publish Non-Secure Test Forms
- 35: Create Test Delivery Support Materials
- 36: Reserve Test Items
- 37: Maintain Separation of Secure and Non-Secure Items and Test Forms
- 38: Create Surveys for All Groups of AS Users

4.2. TEST SET UP

Prepare testing environments for REIL assessments. The AS should also provide a process for preparing district and classroom “low stakes” assessments.

- 39: Create Calendar for Administration of Secure Test Forms
- 40: Set Online Testing Parameters
- 41: Select Test Administration Delivery Method
- 42: Publish Printed Test Forms Packets
- 43: Import Updated Rosters from RDSS
- 44: Import Updated Rosters from SIS
- 45: Reconcile Student Rosters by Teacher
- 46: Pre-Slug Answer Sheets
- 47: Provide Online Test Student Codes
- 48: Accommodate Late Entry Students

4.3. ADMINISTRATION

Administer REIL assessments to students. The AS should also administer district and classroom “low stakes” assessments.

- 49: Field Test Secure Items
- 50: Field Test – Test Forms
- 51: Provide Secure Student Login Procedure
- 52: Provide Accommodations for 504 Compliance
- 53: Adapt Online Student Interface by Grade Level
- 54: Provide Online Test Support Tools
- 55: Authorize Locations for Online Test Taking
- 56: Monitor Student Test Progress
- 57: Survey Administration
- 58: Interact with Scanners and Online Computers
- 59: Interact with Student Response Systems and Mobile Devices

4.4. SCORING

Score REIL assessments and export data for to RDSS or other systems. The AS should also score district and classroom “low stakes” assessments.

- 60: Automatically Score Assessments
- 61: Automatically Calculate Statistical Metadata
- 62: Calculate Statistical Metadata for Test Items and Forms Administered Outside AS
- 63: Store Longitudinal Data
- 64: Record and Export Raw Student Test Data
- 65: Allow for Modifying Individual Student Results
- 66: Automatically Rescore Tests Following Changes to Test Forms

4.5. REPORTING/ANALYSIS

Provide reporting and analysis on REIL assessment results. The system should also provide reporting and analysis for district and classroom “low stakes” assessments.

- 67: Report on Field Test Item and Test Statistics
- 68: Report Ongoing Statistical Values for Test Items and Test Forms
- 69: Report on Test Assignment and Completion
- 70: Aggregate Data
- 71: Disaggregate Data
- 72: Provide Online and Printed Canned Reports for Administrators
- 73: Provide Online and Printed Canned Reports for Teachers
- 74: Provide Printed Canned Reports for Parents and Students
- 75: Provide Dashboards
- 76: Provide Ad Hoc Reporting
- 77: Provide Custom Reporting
- 78: Report on Basic Item Analysis
- 79: Provide Advanced Statistical Item Analysis
- 80: Notify if Student Data is Inaccurate
- 81: Identify Students Needing Assistance
- 82: Track Progress and Forecast Proficiency
- 83: Report on Student Results for Parents
- 84: Link Report Results to Curriculum Options
- 85: Filter Report Data
- 86: Assign Reporting Permissions
- 87: Use Scale Scores as Appropriate
- 88: Save Reports as PDFs or Excel Files
- 89: Report Across Multiple Levels
- 90: Import Student Test Data from Tests taken Outside AS
- 91: Import Extended Student Demographic Data
- 92: Report Survey Data
- 93: Brand Reports for MCESA REIL Program

4.6. SYSTEM

Ensure that all components are in place to support a secure, “high stakes” test environment. The AS should also have necessary components to support district and classroom “low stakes” assessments.

- 94: Meet Current and Future Assessment Needs
- 95: Adapt to MCESA Nomenclature
- 96: Adapt to District Nomenclature
- 97: Configure to the Needs of All Users
- 98: Export Test Items and Forms
- 99: Import Secure Test Results
- 100: Store and Organize Support Documents
- 101: Simplify Addition of New Alliance Districts
- 102: Interact with Other RDSS Systems
- 103: Support RDSS Identity Management
- 104: Manage Shared Item Resources
- 105: Archive Data

- 106: Use Existing Student Usernames and Passwords
- 107: Manage External Rights to Assessments
- 108: Provide Online User Support
- 109: Customize Tools for Supporting Item and Test Form Development
- 110: Manage and Update Status of Test Items and Forms under Development
- 111: Train on Authoring and Reviewing of Test Items and Forms
- 112: System Training on Administering Tests
- 113: Teacher Training on Administering Online Tests
- 114: Provide Professional Development on Creating Reports and Interpreting Results
- 115: Support Collaboration Within and Across Districts

4.7. NON-FUNCTIONAL REQUIREMENTS

4.7.1 AVAILABILITY

- The system needs to be accessible 24x7x365, except for scheduled periodic maintenance. The schedule should be published and clearly communicated to all system Users in advance.

4.7.2 BACKUP AND RESTORE

- The application server and the associated data should have clearly defined backup and restore capabilities.
- In the event of a catastrophic failure, the application should be fully functional within 24 hours.

4.7.3 CAPACITY

The current capacity that the system needs should be based in part on the following estimated users for the initial release of the AS for MCESA REIL Program. Please describe the capacity of the proposed system to expand to meet future growth.

Requirement					
User Capacity					
Types of Districts	Student Users	Teachers	Principals	Personnel	Total Users
Grant Districts	52,294	3,380	147		55,821
Alliance Districts	25,598	1,361	95	2,207	29,261
Assessment Contributors					
MCESA staff					
Total					85,082
Item Capacity					
For each subject and each grade level there will be a total of 165 items developed. See the table below for the subjects that will have test creation and administration in the 2012-2013 school year. Additional subjects and grade levels will be added on an on-going basis.					
Subject	Grade range	Number of tests	Number of items		

Requirement			
<i>Elementary</i>			
Elementary Art	3, 8	2	330
Elementary Physical Education	3, 8	2	330
Elementary Music	3	1	165
Foundational Choir	Grade agnostic	1	165
Foundational Band	Grade agnostic	1	165
<i>Secondary</i>			
Two Dimensional Art	Grade agnostic	1	165
Foundational Choir	Grade agnostic	1	165
Foundational Band	Grade agnostic	1	165
Beginning Dance	Grade agnostic	1	165
Beginning Theater	Grade agnostic	1	165
Beginning Physical Education	Grade agnostic	1	165
Reading*	9 – 12	36	5940
Math**	9 – 12	21	3465
Science***	9 – 12	20	3300
American History	Grade agnostic	2	330
American Government	Grade agnostic	2	330
World History	Grade agnostic	2	330
Economics	Grade agnostic	2	330
Arizona Government	Grade agnostic	2	330
Total			16,500

Source: MCESA assessment roadmap

*Reading estimates are based upon the assumption that there are 4 grade levels for language arts, and 9 possible skill ranges offered.

**Math estimates are based upon the assumption that Pre-Algebra, Algebra, Algebra 2, Geometry, Pre-Calculus, Calculus, and Statistics are the seven courses offered and that there are 3 skill levels (below level, on-level, and honors) for each course.

***Science estimates are based upon the assumption that Physical Science, Biology, Chemistry, Physics, Earth Science, Anatomy and Physiology, Biology, Botany, Environmental Science, and Biotechnology are the courses offered and that there are 2 skill levels (on-level, and honors) for each course.

The AS will need to be able to hold the 16,500 (may need to be adjusted) plus items listed above as well as item specification data associated with each item and the statistical data associated with each item and each form. Additionally, the system will need to collect data on each of the items and each of the forms in a longitudinal manner.

4.7.4 SECURITY

The MCESA REIL Assessment System requires a complex user management system to manage Authorization and Access Control based on user roles. Please provide details of the security system.

5.0 REVIEW PROCESS

- 5.1. Representatives from the County's Facilities Management Department, with activities coordinated by a procurement consultant from the Maricopa County Department of Materials Management, will review the RFI's submitted.
- 5.2. Some or all of the information obtained through the review process may be incorporated into a solicitation for a Request for Proposal (RFP).

6.0 SUBMISSION OF INFORMATION

- 6.1. Submit written responses of literature and pricing estimates (50 page limit) to Maricopa County Materials Management, 320 W. Lincoln, Phoenix, AZ 85003-2494, Attn: Charles Hinegardner, Procurement Consultant, no later than ***Date to be Determined***. Faxed questions or comments may be sent to (602) 258-1573, same attention. **It is requested that one original and 5 copies of the proposal be submitted.**

MARICOPA COUNTY MATERIALS MANAGEMENT
320 W. Lincoln St., Phoenix, Arizona 85003-2494,
Phone (602) 506-3244, Fax (602) 258-1573