



**GARLAND INDEPENDENT SCHOOL DISTRICT**

**PURCHASING DEPARTMENT**

*501 SOUTH JUPITER ROAD*

*Garland, Texas 75042*

*972/487-3009*

**May 16, 2016**

**ADDENDUM #1, RFP # 259-01-16**

**Classroom Walkthrough and Professional Staff  
Development Management Software**

This addendum forms a part of the solicitation documents, modifies the original document as listed below, and is hereby made part of any pursuant award. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addenda will be used as an evaluated factor.

**\*SUBMITTED QUESTIONS ANSWERED:**

- 1. Question:** The RFP title states "Classroom Walkthrough and Professional Development Management Software". However, we do not see specs on the Professional Development Management Software. Are there specs? If there are specs, please provide the Professional Development Management requirements.

**Answer:**

- Compatible with Apple iOS, OSX, Android and Windows devices (fully develop native applications for iOS and Android).
- Browser-based software must be compatible with the most up to date versions of Internet Explorer , Chrome, Mozilla and Safari web browsers
- Software requiring Adobe Acrobat Reader should be compatible with Acrobat Reader 10.0 or higher
- Software requiring Windows Media Player should be compatible with Windows Media Player 12.0 or higher
- Software requiring QuickTime must be compatible with QuickTime 7.0 or higher
- Software should not perform real-time media streaming or have other negative impacts on network bandwidth
- Must be Kaspersky anti-virus compliant.
- Software documentation should be in PDF format, HTML.
- Display settings must use a minimum of 16 bit high color and at least 1024 X 768 screen resolution

- Software should be based on a at minimum 64 - bit architecture
  - Software should be fully compatible with Windows 8 and 10, iOS, OSX and Android operating systems and have full functionality when executed by limited users
  - Software should be compatible with Windows Servers architecture for network operating system
  - Networked software applications should run with TCP/IP protocol
  - Management systems for networked software applications should be centralized and able to run under Windows Server architecture
  - System must be fully in interoperable with Windows Active Directory (LDAP – SSO/SAML compliant) \*\* YES
  - System should be designed under common cartridge architecture for effective interoperability between digital platforms and content
2. **Question:** With regards to 1.17, do you want the vendor to provide a library of classroom videos to be used for practice walkthroughs and/or will GISD be providing the classroom video examples?  
**Answer:** The vendors will the library of classroom videos to be used as practice walkthroughs.
3. **Question:** With regards to 1.18, will GISD be providing these video case studies on the use of the CWT process or are these required to be provided by the vendor?  
**Answer:** The video case studies are required to be provided by the vendor.
4. **Question:** How many users (teachers, evaluators, support staff, administrative staff) will be using the Classroom Walkthrough Tool piece of the software?  
**Answer:** For walkthroughs approximately 350 personnel. Teacher accessing the system to review their information will be approximately 3,700.
5. **Question:** How many users (teachers, evaluators, support staff, administrative staff) will be using the Professional Development Management piece of the software?  
**Answer:** Approximately 7,000 employees.
6. **Question:** Is the committee willing to consider a solution that meets all the specified criteria, however, also manages the full appraisal process including process management, form submission, scheduling of observations and summative evaluations?  
**Answer:** Yes, the committee is willing to consider a solution in question.
7. **Question:** If yes, would the committee be interested in considering a solution that handles both certified and classified staff?  
**Answer:** Yes, the committee is willing to consider a solution in question.

8. **Question:** It appears that the district plans to use T-TESS and T-PESS for appraisals in 2016-2017, is this correct?  
**Answer:** Yes.
9. **Question:** If yes, does the district plan to use Euphoria to manage the appraisal process?  
**Answer:** It has not been determined at this point.
10. **Question:** Does Garland ISD own the rights to the content noted, such as Classroom Instruction that Works, Reflective Practices to Improve Schools, etc, or is the district looking to acquire the rights through this RFP?  
**Answer:** Acquire
11. **Question:** What is the current total number of employees in Garland ISD  
**Answer:** Approximately 7000
12. **Question:** How many of the total number of employees are classified employees?  
**Answer:** Approximately 2500
13. **Question:** How many of the total number of employees are certified employees?  
**Answer:** Approximately 4500
14. **Question:** Does Garland ISD plan to evaluate classified employees for the 2016-2017 school year?  
**Answer:** No
15. **Question:** Is there interest in bringing over the previous platform Evaluation final summary as a PDF?  
**Answer:** Not at this time.
16. **Question:** Is there interest in bringing over historical course import from the current PD platform?  
**Answer:** Yes
17. **Question:** Are there users outside of the district that would need to have access to the system, such as private schools, substitutes, charter schools, retired staff, etc.?  
**Answer:** Not at the moment.
18. **Question:** Are there times that credit card payment will be accepted to access PD course that are provided by the district  
**Answer:** Not at this moment.
19. **Question:** Within the context of the term "rubric" referring to the tool that contains the set of standards and ratings that employees are measured against, how many rubrics are needed to be used in order to evaluate both Classified and Certified employees (this would include classroom teachers, Assistant Principals, Principals, Para-Professionals, Guidance Counselors, Librarians, Media Specialist, Custodians, Bus Drivers, Cafeteria Workers, Secretaries, and District Level Administrators such as Coordinators, Specialist, Directors, Executive Directors, Assistant Superintendents, Associate Superintendents, etc.)  
**Answer:** At this time, the district intends to evaluate professional employees using the TEA created teacher T-TESS rubric.

**20. Question:** How many distinct/unique plans are being used to evaluate all these various employees? For example, do all teachers get the same Walkthroughs, Pre- and Post- Meetings and Formal Observations and Summative Evaluation each and every year, or do Tenured Teachers go through this formal process every other year, etc.

**Answer:** This decision has not been finalized at this point in time.

**21. Question:** Does one person in the PD department give approval of proposed courses, or are there 2 or more levels of permission?

**Answer:** This has not been determined.

**22. Question:** What is the District LMS (Learning Management System) i.e., Blackboard, Schoology? etc. Does the District use more than one LMS? If so, which ones?

**Answer:** Moodle based platform

**23. Question:** What SIS (Student Information System) is used?


**Answer:** Skyward

**24. Question:** What HRIS (Human Resources Information System) is used?

**Answer:** Active Directory / SAML SSO

**25. Question:** Does the district have a preference of a single sign on system: LDAP or Active Directory?

**Answer:** We currently are an LDAP system

  
Mark A. Booker  
Director of Purchasing

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Company Name

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Address

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