

## Addendum #1

### Artificial Intelligence (AI) Toolbox for Teachers

**Issue Date: Friday, May 9, 2025**

**Bids Due: Thursday, May 22, 2025 at 1:00PM**

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1. **Clarification about the start date of award.** A = Goal is to start in the new Fiscal year beginning July 1, 2025”
  2. **“of the six middle schools ...How many students total”?** A = This fact is an irrelevant typo (Sorry). PPSD is looking for a product that serves K-12 teachers and staff, not students. Approximate number of teaching and Admin staff = 2,200.
  3. **The bid will be awarded in 60 or 90 days?** A = Again, a typo (Sorry). We will make the award within 90 days of the close of bidding (May 22, 2025 @ 1pm)
  4. **Official Deadline for bids?** A = All bids must be received by May 22, 2025 at 1pm.
  5. **Are electronic signatures acceptable?** A = Yes
  6. **Does the submission of a bid require a USB flash drive version?** A = No, a hard copy is acceptable
  7. **Will this award be to one or multiple vendors?** A = PPSD reserves the right to award to multiple vendors, but we are looking for just one vendor to meet our six (6) technical needs.
  8. **What is meant by “...provide pricing that includes the appropriate District license.** A = PPSD is looking for a District license (fixed price) based on the number of staff (2,200) not a per person cost where we need to keep adding and paying for more users.

9. **Clarity on the six needs we are looking to fill with this product.** A = The product should meet as many of these needs as possible: Generate Curriculum; Inspect student writing; Turn a video or article into notes or slides; make a student assessment; help generate lesson plans; , create word problems (Math); and on top of all that be easy to use.
10. **What technological advancements have already been made within each of the middle schools?**  
A = Irrelevant, answered above – We want this assortment of AI tools for teachers, not the students.
11. **What AI tools has PPSD already considered?** A = Many, but hard to list as each staff member surely has tried their own bevy of AI tools. Also, it would be impossible and possibly prejudicial to make a list. (see below, question #9)
12. **Is there a current incumbent product.** A = “No”, we encourage bids.
13. **How does the District envision leveraging the AI Toolbox program to drive initiatives related to the Turnaround Action Plan?** A = A product that could meet as many of the six needs listed in the RFP could address the following TAP goals: Excellence in Learning and Efficient District Systems.
14. **How is the District envisioning the initial rollout of the program?** A = We would like to award the bid before school gets this year, then have some type of trial period over the summer so teachers and staff could explore the product, and then start formal training in August before school starts.
15. **Is the District interested in professional development to support the implementation of the product?** A = Yes, access to teachers will be provided over the summer and throughout the year for vendor-led PD.
16. **Can the District share other high level goals or intended outcomes of the product to ensure that proposals align with our vision and priorities?** A = In addition to meeting as many of the six (6) needs listed in the RFP (and above in these questions), we need a product that is easy to learn and easy to use by all staff (not just teachers).
17. **Pilot opportunity?** A = PPSD would like to trial the product over the summer at a minimum and perhaps in the Fall 2025 as well.
18. **Data Privacy requirements?** A = Yes, all PPSD vendors must sign a contract that includes a Data Sharing Agreement (DSA). These are available on our website:  
<https://www.providenceschools.org/site/default.aspx?PageType=3&ModuleInstanceID=8433&ViewID=C9E0416E-F0E7-4626-AA7B-C14D59F72F85&RenderLoc=0&FlexDataID=36958&PageID=4481&Comments=true>
19. **Integration Needs?** A = Yes, the product must work within our Google and Microsoft environments and within our primary LMS (Canvas)

20. **Of the desired features (6 see above and RFP) are any considered essential?** A = Yes, while we would like to have as many features as possible, a winning bidder would have to have (at a minimum) a product that could adjust reading levels of supplied passages and provide feedback on student work (inspect writing), generate curriculum and lesson plans, and translate as many languages as possible.
21. **Student use?** A = NO, we are looking for a teacher-facing tool.
22. **Access requirements (Can it be cloud-based or does it need to be working “offline”)?** A = It can be cloud-based or an extension.
23. **Language support?** A = Yes, we would love to have the following languages supported at a minimum: English, Spanish, Arabic, Haitian Creole, Khmer, Pashto, Portuguese, and Quiche.
24. **Is the \$100,000 ceiling on price firm or is there any flexibility?** A = Yes the \$100,000 is a firm (not to exceed) limit.
25. **Pricing transparency (Is the lowest price the only consideration)?** A = Pricing is a consideration, but the product must meet our technical needs as outlined above and in the RFP. According to our bidding terms: “Providence Public Schools reserves the right to award the contract on the basis of the lowest responsible evaluated bid proposal.”
26. **Is there an advantage to submitting the proposal earlier than the deadline (5/22/25)?** A = No
27. **Does any data collected need to be kept confidential?** A = As previously mentioned, any data collected must follow the PPSD Data Sharing Agreement (DSA).
28. **What specific reading level frameworks must be supported?** A = Lexile and/or grade level  
Ideally, Teachers would be able to specify a range or a specific grade level.
29. **What types of passages must have reading level conversions?** A = Anything that can be cut-n-pasted into the product via Text box or document upload (.txt, .doc, .docx, .pdf, .ppt, .pptx, etc.
30. **What should the reading level conversion look like?** A = Output has to be either displayed in the product (to be copied) or downloadable as a new file.
31. **Give feedback on student work?** A = Yes, and use teacher-defined rubrics or state standards and/or recommendations for student improvement. Summative vs formative would be bonus points.
32. **Plagiarism detection?** A = This would be a “bonus” feature in the point totals.

33. **Reading level adjustment misc.?** A = Bonus features would include options for levels of adjustment, detailed reports, batch processing of grouped documents, etc.
34. **Feedback features?** A = Bonus features would include both automated and teacher-guided feedback, grammar and mechanics, content, argumentation, style, opportunity for student revision, etc.
35. **What Standards should be selected?** A = Ideally, teachers could chose, State Standards or specific learning objectives for curriculum generation. Learning activities is the goal , but bonus points for specific lessons or broad units, and links to high quality relevant materials (UNESCO OER or better). Differentiation for various learners is important. We are not looking for links to other subscription services.
36. **What does “inspect Writing” mean?** A = Same as “give feedback on student work”. Ideally, the product would both flag and offer suggestions for improvement. Lots of room here for bonus points/features.
37. **Video or an article into condensed slides or notes?** A = PPSD would like a product that gives the teachers some control over the output of the condensation – i.e. length, level of condensation, type (slides, notes, bulleted list, etc.)
38. **Make an Assessment?** A = Teachers should be able to generate a formative or summative assessment based on the standards of their choice or specific learning objectives; and specify the type of questions (true/false, short answer, multiple choice, essay, performance task, etc.).
39. **Help generate lesson plans?** A = PPSD should be able to set up the format of the lesson plan (ie – create template based on key features like Learning Targets, activities, small group instruction, differentiation, assessment, etc.).
40. **Create Word Problems?** A = Math remains a significant challenge in PPSD, especially in grades 6-12 which is why this feature is desired in middle school thru Algebra 2 – Elementary and high school classes above Algebra 2 would be a bonus. Teachers should be able to sue the product to address State Standards, specific skills, and appropriate grade level challenges. Bonus points if the product could offer explanations of how to solve certain types of problems.
41. **Renewal Options?** A = This RFP (“AI Toolbox for Teachers”) is a 1-year contract term (July 1 2025 to June 30, 2026).
42. **Professional Development?** A = (See Question #15) – Vendors should include in their bid a reasonable provision for enough PD to launch their product. Teachers are generally made available over the summer in August before school begins. However, as mentioned in question #17, a pilot of the product over the summer would help our teaching staff learn the product.
43. **Implementation Timeline?** A = In general, the window to award the bid is 90 days after closing. However, PPSD hopes to award this bid before schools ends on June 23 in case there is the possibility of a pilot over the summer to familiarize teachers with the product and get feedback.

44. **AI Toolbox users?** A = The primary focus of the product is to assist teachers and staff to improve instruction and feedback to students. Any reference to middle school and/or students was a typo (Sorry).