



The Innovation Project  
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## REQUEST FOR PROPOSALS

ITEM DESCRIPTION	Human Capital Management System (HCMS) Platform for Consortium of 79 schools (FY24-FY26)
DATE ISSUED	Wednesday, December 13, 2023
QUESTION DEADLINE	Friday, December 20, 2023 5:00 pm EST
SUBMISSION DEADLINE	Friday, December 29, 2023 5:00 pm EST
RFP POINT OF CONTACT	Winston McGregor Chief Operating Officer <a href="mailto:wmcgregor@tipnc.org">wmcgregor@tipnc.org</a>

### Instructions

1. Interested bidders are strongly encouraged to email [wmcgregor@tipnc.org](mailto:wmcgregor@tipnc.org) indicating their intent to apply to ensure any RFP addendums are provided in a timely manner.
2. Bidders must submit proposals as a single PDF via email to [wmcgregor@tipnc.org](mailto:wmcgregor@tipnc.org) by the submission deadline with the subject line "Innovation Project RFP: HMCS Provider".
3. Bid proposals not received by the submission deadline will not be considered.
4. Questions regarding this RFP must be submitted to the RFP point of contact by the deadline listed above.

### I. Background

The Innovation Project (TIP) is seeking a vendor/organization to provide a high quality, cloud based system to support the project 'Reimagining Teaching Talent' (RTT). RTT is a three-year initiative funded by a Teacher and School Leader (TSL) grant from the U.S. Department of Education (ED) with a total award amount of \$21,525,017. RTT will directly impact 79 high-need schools, 168 administrators, 2,048 teachers, and 31,679 students. The project objectives are to: 1) Improve the recruitment, retention, and promotion of effective educators; 2) Improve the recruitment, retention, and promotion of effective educators of color; 3) Increase school leader effectiveness; 4) Increase teacher effectiveness; 5) Increase student achievement; and 6) Create sustainable systems of

continuous improvement for each of the previous objectives. RTT will bring educators together into a Networked Improvement Community (NIC), allowing these small and mostly rural districts to benefit from the support and resources that would typically be found in a large district. The interventions begin with a focus on ensuring the human capital management system (HCMS) produces more effective and diverse teachers. The project will create and improve systems for: recruitment and retention; professional development; instructional leadership; and career advancement. These inputs individually and collectively target the professional learning of all RTT educators to drive improvement in educator effectiveness, as well as to provide the systems to accurately measure and identify educator effectiveness. Once identified, RTT will make sure effective teachers are recognized, promoted, retained, and equitably assigned to the most vulnerable students to improve student achievement, and specifically, to improve the academic outcomes for economically disadvantaged students and students of color.

## **II. Scope of Work & Key Deliverables**

TIP is soliciting proposals from qualified organizations capable of providing a cloud-based HCMS platform to approximately 2,250 users. The system will be used by eight North Carolina districts for the duration of the TSL grant. The HCMS system should have the following features:

- Ability to upload videos for asynchronous coaching feedback from peers or a teacher leader
- Ability to share professionally filmed exemplar videos
- Ability to share videos and create playlists
- Robust library of professionally filmed exemplar videos
- Ability to create three workflows including reflections, asynchronous discussions and feedback, and formal observations and coaching
- Ability to build cohort groups
- Ongoing training and support
- Dashboards and reports

## **III. Timeline for Implementation**

The period of performance will begin in early 2024 and will continue for three years until September 30, 2026.

## **IV. Proposal Requirements**

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that proposals be organized in the manner specified.

The proposal shall be submitted as a single PDF file via email. The proposal should be organized as follows:

1. Bid Cover Sheet
2. Table of Contents

- Clearly identify the materials by section and page number.
- 3. Profile of the Proposer and Services Offered
  - Consultant's philosophy, approach, and qualifications. Key personnel who will be involved in the evaluation and provide a copy of their professional resume/vita.
  - Testimonials from references for projects of similar scope, nature, and complexity.
- 4. System Proposal
  - HCMS system specifications
  - Sample materials for projects of a similar scope, nature, and complexity
- 5. Pricing Proposal
  - Any and all pricing information, including alternative pricing proposals that may be acceptable for individual components and/or supplemental products/services that meet all or some of the criteria listed in this RFP.
  - Provide a detailed narrative of the implementation schedule and pricing.

## V. Limitations

This Request for Proposals (RFP) does not commit TIP to award any contract or pay for the preparation of any proposal submitted in response to this RFP. TIP may withdraw or amend this RFP in its entirety or in part, at any time if it is in the best interests of the organization to do so. This award is contingent upon the receipt of federal funding.

## VI. Questions

Questions concerning this solicitation should be emailed to Winston McGregor at [wmcgregor@tipnc.org](mailto:wmcgregor@tipnc.org) by December 20, 2023 at 5:00 pm ET.

## VII. Evaluation Proposals

Each vendor proposal will be reviewed and scored against the criteria in the table below. A review committee with at least three members will evaluate the proposals. Each member of the committee will conduct a thorough, independent evaluation of each proposal. The committee will then meet for a discussion after which members will have the option to revise their scores. The technical score will be determined by averaging each member's score in each category.

Criteria & Weight	Points Available
Demonstrated experience with the Teacher and School Leader Incentive Program (30%)	10
Firm qualifications (20%)	10
HCMS specs and features (30%)	10

Cost (20%)	10
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**VIII. Additional Documents**

[Attachment 1 - Bid Cover Sheet](#)

**Attachment 1 - BID COVER SHEET**

Agrees to Bid on	Human Capital Management System (HCMS) Platform for Consortium of 79 schools (FY24-FY26)
Submission Deadline	Friday, December 29, 2023 5:00 pm EST

Name of Bidder	
Business Address	
Contact Name	
Contact Email Address	
Delivery Date	

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Signature of Representative

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Title

