



*Johnna Smarr, Acting Director*

**Office of Purchasing and Supply Services  
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**Amendment 1 to**

**Notice of Contract Award for  
RFP 001-20**

**Internal Assessment for Reading, Language Arts and Mathematics Interim Assessment Content**

This Amendment 1 ("Amendment"), effective November 20, 2019, modifies the Notice of Contract Award and incorporated documents listed below (collectively, the "Agreement") for the above referenced solicitation dated November 15, 2019 between the Board of Education of Prince George's County (the "Board") and NCS Pearson, Inc. ("Pearson").

**WHEREAS**, Pearson has been selected as the vendor to provide services in accordance with the above-mentioned project;

**WHEREAS**, the Board provided a Notice of Contract Award for the above-mentioned project;

**WHEREAS**, the parties now wish to modify the Agreement.

**Now Therefore**, in consideration of these premises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

The parties agree to amend the Agreement as follows:

1. The Contract Term will be:

November 1, 2019 through June 30, 2025

2. The Scope of Work for the Solicitation referenced above includes the following:

- a. Attachment A, High-Level Statement of Work, included in this Amendment
- b. Pgs. 17-41 of the Solicitation
- c. Pearson's Technical Response (submitted 07/31/19)
- d. Pearson's Response to Technical Proposal Clarifications (Submitted 09/13/2019)
- e. Pearson's Response to Financial Proposal Clarifications (Submitted 09/23/19)
- f. Pearson's Best and Final Offer (BAFO) (submitted 10/02/19)
- g. Pearson's Response to Scope Review Call & Financial Clarifications (10/04/19)
- h. Pearson's BAFO (submitted 10/14/19) with clarifications included as Attachment A to this amendment
- i. Pearson's BAFO (submitted 10/15/19 with timeline clarifications)

3. The Scope of Work under this agreement, the Request for Proposal, Notice of Contract Award and any other related documents includes the work to be performed by Pearson for PGCPS and any milestones, reports, deliverables and end-products provided to PGCPS during the course of and at the termination of this agreement.

4. Any updates to the Scope of Work will be completed through a formal change management document with approval from Prince George's County PS and Pearson executive sponsors. Any decision to include optional content and/or services proposed in Pearson's response to the Solicitation will be completed in the same manner.

5. The Agreement is inclusive of the documents below. Any conflict or inconsistency between the provisions of these documents shall be resolved by giving precedence to such documents in the following order:
- a. This Amendment and any future amendments;
  - b. Pearson's Exceptions and Clarifications to the Solicitation;
  - c. The Notice of Award;
  - d. Any and all BAFOs and clarification responses;
  - e. Attachment A, High-Level Statement of Work
  - f. Pearson's Response to the Solicitation;
  - g. Any and all amendments/addenda to the Solicitation;
  - h. The Solicitation.
6. Payment Schedule:
- |        |   |
|--------|---|
| Year 1 | November 2019 - June 30, 2021 (\$900,000) |
|        | – \$150,000 due March 1, 2020             |
|        | – \$150,000 due June 1, 2020              |
|        | – \$50,000 due July 1, 2020               |
|        | – \$137,500 due October 1, 2020           |
|        | – \$137,500 due January 1, 2021           |
|        | – \$137,500 due April 1, 2021             |
|        | – \$137,500 due July 1, 2021              |
| Year 2 | July 1, 2021 - June 30, 2022 (\$750,000)  |
|        | 4 equal payments of \$187,500 due:        |
|        | – July 1, 2021                            |
|        | – October 1, 2021                         |
|        | – January 1, 2022                         |
|        | – April 1, 2022                           |
| Year 3 | July 1, 2022 - June 30, 2023 (\$750,000)  |
|        | 4 equal payments of \$187,500 due:        |
|        | – July 1, 2022                            |
|        | – October 1, 2022                         |
|        | – January 1, 2023                         |
|        | – April 1, 2023                           |
| Year 4 | July 1, 2023 - June 30, 2024 (\$750,000)  |
|        | 4 equal payments of \$187,500 due:        |
|        | – July 1, 2023                            |
|        | – October 1, 2023                         |
|        | – January 1, 2024                         |
|        | – April 1, 2024                           |
| Year 5 | July 1, 2024 - June 30, 2025 (\$750,000)  |
|        | 4 payments of \$187,500 due:              |
|        | – July 1, 2024                            |
|        | – October 1, 2024                         |
|        | – January 1, 2025                         |
|        | – April 1, 2025                           |

All other terms and conditions of the Agreement remain unchanged and in full effect.

IN WITNESS WHEREOF, Pearson and the Board agree to the terms of this Amendment.

**The Board of Education of Prince George's  
County**

**NCS Pearson, Inc.**

  
Authorized Signature

Signed:   
Authorized Signature

Name: Johnna Smarr

Name: Trent Workman

Title: Acting Director of Purchasing

Title: Vice President, School

Date: March 6, 2020

Date: Mar 3, 2020

**ATTACHMENT A**  
**High-Level Statement of Work - Contract Term Years 1-5**  
**November 1, 2019 to June 30, 2025**

*This document references the BASE Negotiated Contract and not the Optional Items in the Request for Proposal.*

<b>Reading English Language Arts/Math Content - Contract RFP 001-20</b>	
<b>Deliverable/Services</b>	<b>Deadline/Expectations</b>
Staffing	<ul style="list-style-type: none"> <li><input type="checkbox"/> Pearson/CenterPoint will provide appropriate staff on a daily, weekly, and monthly basis to create and manage the content for the RELA/Math Benchmarks.</li> <li><input type="checkbox"/> As stated in the initial RFP, a program manager or team from Pearson/CenterPoint shall be assigned to handle the implementation, rollout, and ongoing support for creating the RELA and Math Benchmarks.</li> </ul>
Program Management	<ul style="list-style-type: none"> <li><input type="checkbox"/> Pearson/CenterPoint shall provide program management tools, reports, resources, and hold meetings on a weekly, monthly, or as needed basis.</li> <li><input type="checkbox"/> Pearson/CenterPoint will schedule, coordinate, and pay for on-site meetings between PGCPs and Pearson. This includes food and any fees associated with each meeting.</li> <li><input type="checkbox"/> In Year 1, Pearson/CenterPoint will only need to produce one form for the Fall, Winter, and Spring RELA and Math test administration</li> </ul>
Schedule Management	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Contractor shall develop and maintain a project schedule. The Contractor should specifically build in timelines PGCPs reviews with at least ten (10) Business Days for required turnaround on feedback or approvals.</li> </ul>
Key Deliverables	<ul style="list-style-type: none"> <li><input type="checkbox"/> A minimum of one test form shall be prepared for the Fall, Winter, and Spring RELA and Math test administration of each year. Testing dates will be determined in the summer of each year. A maximum of two forms per administration may be</li> </ul>

	<p>used if PGCPS decides to utilize the RELA and Math Benchmarks for multiple program uses.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> All tests shall meet requirements outlined in the RFP including accommodations, special forms, a reading comprehension level, and other requirements.</li> <li><input type="checkbox"/> All items provided by Pearson/CenterPoint will align to Common Core Standards.</li> </ul>
Psychometric Services	<ul style="list-style-type: none"> <li><input type="checkbox"/> PGCPS requires there be ongoing validation studies. The Contractor will be required to work directly with the PGCPS Office of Research on validation and correlation studies. No additional compensation should be provided to the vendor, but this service is expected with the award of the contract</li> </ul>
Item Bank and Platform	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Content Development Contractor shall ensure that all relevant administration items, metadata, and ancillary materials are successfully imported to the ASR Contractor platform</li> <li><input type="checkbox"/> A user-friendly interface that allows for PGCPS staff with administrative rights to review items and item related statistics prior to the release to the ASR vendor.</li> </ul>
Test Form Development, Test Forms and Content Review	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Contractor shall provide the test form in an online environment as it will be presented to students. Such review shall replicate the operational format and functioning of the item, including all appropriate graphics and online tools.</li> </ul>
Print Materials, Test Administration, and Coordinator Manuals	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Contractor will provide appropriate print materials, test directions, and manuals related to creating forms and test creation.</li> <li><input type="checkbox"/> The vendor will coordinate with the ASR vendor to ensure interoperability and meeting all deadlines.</li> </ul>
Test Design and Blueprints	<ul style="list-style-type: none"> <li><input type="checkbox"/> The RELA assessment for each grade from K-8, English 9, and English 10 must assess student proficiency of the</li> </ul>

	<p>MCCRS for Reading/Language Arts.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> RELA fixed form assessment items should be developed using authentic, previously published texts, including digital texts, however, may be vendor developed texts. RELA fixed form assessments must include a combination of literary and informational passages and determine a reading comprehension level.</li> <li><input type="checkbox"/> The Mathematics assessment for each grade from K-8, Algebra I, Geometry, Algebra II, must assess student proficiency of the MCCRS for Mathematics.</li> <li><input type="checkbox"/> A variety of item types that include; selected response, multiple select, inline choice, technology enhanced, and constructed response.</li> <li><input type="checkbox"/> There must be available and equated items for use on paper versions of a test.</li> </ul>
Practice Tests	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Contractor shall create practice tests using released items. All accessibility features and accommodations specific to interoperable industry standards must be implemented across practice items.</li> </ul>
Accommodations and Accessibility	<ul style="list-style-type: none"> <li><input type="checkbox"/> The Contractor will provide appropriate accommodations and accessibility features listed in the RFP and aligned to the Maryland State Department of Education standards.</li> </ul>
Other	<ul style="list-style-type: none"> <li><input type="checkbox"/> All specifications and statement of work requirements not listed are inferred from the initial RFP.</li> </ul>

**Attachment B**

Assumptions Provided for Final BAFO (Submitted 10/15/19)

For 001-20, our revised BAFO submission accounts for additional efficiencies we have sought to achieve in order to be in line with PGCP's budget. These efficiencies were gained through the costs associated with licensing of test content available to build the test forms.

Please note, the year 1 costs assume the costs for the base term, as defined below by PGCP's response to clarifications, and also represents the higher costs of setup compared to the following years which demonstrate an operational programs costs.

Based on PCGPS clarification of Year 1 (period of performance based on Contract Execution through June 2020) was adjusted to account for planning and development. Years 2-5 reflect fully operational (production) annual fees.