

JASPER COUNTY SCHOOL DISTRICT

INVITATION FOR BID (IFB)

ALGEBRA I PROFESSIONAL DEVELOPMENT AND EOC PREPARATION SERVICES

Bid No. : JCSIFB2026-0006

Issue Date: October 2, 2026

Bid Due Date/Time: October 16, 2026 at 10:00 AM

Bid Opening Date/Time: October 16, 2026 at 10:00 AM

Submit To: Jasper County School District

Procurement Contact: Simona Richardson

Email/Telephone: procurement@jcsd.net/8434898892 ext. 1105

AWARD BASIS: Award will be made to the lowest responsive and responsible bidder meeting all requirements of this Invitation for Bid, subject to applicable procurement requirements.

1. INVITATION / ADVERTISEMENT FOR BID

Jasper County School District ("District") invites sealed bids from qualified and responsible bidders to provide Algebra I professional development, instructional coaching, and End-of-Course (EOC) preparation services in accordance with the specifications and requirements contained in this Invitation for Bid (IFB).

Bids must be received by the date and time established by the District. Bids received after the deadline may be rejected in accordance with applicable procurement requirements. Bidders are responsible for ensuring that their bids are complete and received at the designated location by the deadline.

2. BASIS OF AWARD

Subject to the terms of this IFB and applicable procurement requirements, the District intends to make award to the lowest responsive and responsible bidder whose bid meets all material requirements and specifications of this solicitation.

A responsive bid is one that conforms in all material respects to the IFB. A responsible bidder is one that demonstrates the capability, experience, qualifications, and resources necessary to satisfactorily perform the required services.

The District may verify qualifications, references, pricing calculations, and compliance with the bid requirements before award. The District reserves the right to reject bids that do not meet the specifications or other material requirements of this IFB.

3. BID SCHEDULE

Milestone	Date / Time
IFB issued	October 2, 2026
Deadline for written questions	October 9, 2026 at 12:00 PM
Addendum issued, if applicable	October 13, 2026
Bid due date and time	October 16, 2026 at 12:00 PM
Public bid opening, if applicable	October 16, 2026 at 12:10 PM
Notice of award	October 19, 2026
Anticipated service start	October 2026 or as established by the District

4. PURPOSE

The District requires comprehensive professional development, instructional coaching, and EOC preparation support for secondary Algebra I teachers. Services are intended to strengthen instructional practices, support implementation of current South Carolina Algebra I mathematics standards, improve the use of student achievement data, and provide strategies and resources to support student readiness for the Algebra I EOC assessment.

5. SPECIFICATIONS / SCOPE OF WORK

The successful bidder shall provide, at a minimum, the following services:

A. Professional Development and Instructional Coaching

- Provide professional development to secondary Algebra I teachers.
- Conduct classroom observations and provide timely debriefing and instructional feedback.
- Collaborate with teachers and administrators to identify instructional needs.
- Provide ongoing professional development based on school, teacher, and student needs.
- Provide model lessons demonstrating effective instructional strategies.
- Support collaborative planning, coaching, and team-teaching opportunities.
- Provide tiered and differentiated instructional strategies.

B. Algebra I Standards Implementation

- Assist teachers with understanding and implementing current South Carolina Algebra I mathematics standards.
- Facilitate examination and unpacking of Algebra I standards, including intent, rigor, and instructional expectations.
- Identify and address common misconceptions related to the standards.
- Assist with development of standards-aligned lessons and assessments.
- Provide strategies for scaffolding instruction to meet diverse learner needs.

C. Data Analysis and Formative Assessment

- Facilitate analysis of formative and other relevant student achievement data.
- Assist teachers with using data to make instructional decisions.
- Collaborate with teachers to develop common formative assessments.
- Assist teachers in analyzing results and identifying student strengths, deficiencies, and instructional needs.
- Develop or recommend strategies for student grouping, reteaching, intervention, and enrichment.

D. Instructional Rigor

- Assist teachers with developing rigorous classroom instruction aligned with Algebra I standards.
- Support development of common formative assessments and daily questions that promote higher-order thinking and real-world application.
- Provide strategies for developing critical-thinking and problem-solving skills.
- Support use of informal and formal questioning techniques to assess student understanding.

E. Technology Integration

- Provide resources and instructional strategies for integrating technology into Algebra I instruction.
- Provide training and support for Desmos or other District-approved instructional technology.
- Demonstrate technology use to support engagement, conceptual understanding, differentiation, and assessment.

F. Algebra I EOC Preparation

- Assist teachers with developing instructional activities and assessment questions reflecting the format, rigor, and content expectations of the Algebra I EOC assessment.
- Assist teachers with identifying and addressing student learning gaps before EOC administration.
- Support use of District-approved assessment and progress-monitoring resources.
- Provide strategies for targeted review, intervention, and remediation.

6. QUANTITY, SERVICE DELIVERY, AND TERM

The District anticipates approximately sixteen (16) in-person service visits, generally scheduled at approximately two (2) visits per month. The anticipated period of performance is October 2026 through May 2027, or another period established by the District.

The schedule shall be coordinated with and approved by the District. The District may adjust dates or the instructional focus of visits to accommodate school schedules, assessment calendars, instructional needs, and available funding without materially changing the required services.

7. REQUIRED DELIVERABLES

- Professional development sessions and associated training materials.
- Classroom observations and instructional feedback.
- Collaborative planning and coaching sessions.
- Model lessons and instructional demonstrations, as appropriate.
- Standards-aligned instructional resources.
- Common formative assessment development support.

- Data-analysis and instructional-planning support. ☐ Differentiation and tiered-instruction strategies.
- Technology-integration resources and strategies.
- EOC preparation materials and instructional strategies.
- Documentation of services provided during each visit.
- Activity summaries, findings, recommendations, and next steps when requested by the District.

8. BIDDER QUALIFICATIONS / RESPONSIBILITY

The bidder shall provide documentation demonstrating the ability to perform the required services, including:

- Experience providing secondary mathematics instructional support and professional development.
- Knowledge of Algebra I curriculum and standards.
- Knowledge of South Carolina mathematics standards and Algebra I EOC expectations.
- Experience with instructional coaching, classroom observations, and teacher professional development.
- Experience with student achievement data and formative assessment.
- Knowledge of differentiated and tiered instruction.
- Experience with standards-aligned assessments and instructional resources.
- Experience with instructional technology, including Desmos or comparable technology.
- At least three references for similar work, preferably with school districts or educational organizations.

9. BID SUBMISSION REQUIREMENTS

- Completed and signed Bid Form.
- Completed Price Schedule.
- Bidder information and authorized signature.
- Documentation supporting required qualifications and experience.
- Three references for comparable services.
- Identification of any exceptions to the specifications. Exceptions may cause a bid to be determined nonresponsive if they materially alter the IFB requirements.
- Acknowledgment of all addenda issued by the District.

10. PRICE SCHEDULE

Bidders shall enter firm pricing below. Pricing shall include all labor, preparation, materials, overhead, profit, travel, mileage, lodging, meals, and other costs necessary to fully perform the required services unless a separate line item is specifically provided below.

Item	Description	Estimated Qty.	Unit Price	Extended Price
1	In-person Algebra I professional development/coaching visit	16	\$ _____	\$ _____
2	Other required cost (describe): _____ _____	_____	\$ _____	\$ _____
	TOTAL BID PRICE			\$ _____ —

TOTAL BID PRICE (written): _____
Dollars

The total bid price will be used for price comparison and award, subject to verification of arithmetic and the District's determination that the bidder is responsive and responsible. In the event of a discrepancy between unit and extended pricing, the District will apply its applicable procurement rules for resolving the discrepancy.

11. QUESTIONS AND ADDENDA

Questions shall be submitted in writing to the District contact by the deadline shown in the Bid Schedule. Any material clarification or change to the IFB will be issued through an official addendum. Bidders are responsible for acknowledging all addenda as required.

12. GENERAL BID CONDITIONS

- Bids shall remain firm and valid for at least ninety (90) days after the bid opening unless another period is stated by the District.
- The bidder is responsible for all costs associated with preparation and submission of its bid.
- The District reserves the right to reject any or all bids, cancel the solicitation, or waive minor informalities when permitted by applicable procurement requirements.
- Any award is subject to availability of funds and required District approvals.
- No work beyond the awarded scope or amount shall be performed without prior written authorization. ☐ The successful bidder shall comply with applicable federal, state, and local laws and District policies.
- The successful bidder shall maintain confidentiality of student and District information and comply with applicable privacy requirements.
- The successful bidder shall provide insurance, licenses, certifications, background checks, or other documentation required by the District before services begin.
- Invoices shall provide sufficient detail to identify service dates and services performed and shall be submitted in accordance with District payment procedures.

13. BID FORM

The undersigned bidder has examined this IFB, including all specifications and addenda, and agrees to provide the required services at the prices stated in the Price Schedule. The bidder certifies that the bid is submitted without collusion and that the signer is authorized to bind the bidder.

Legal Name of Bidder: _____

Address: _____

City/State/ZIP: _____

Authorized Representative: _____

Title: _____

Telephone: _____

Email: _____

Federal Tax ID (if required by District): _____

Signature: _____

Date: _____

14. REFERENCES

Reference 1

Organization: _____

Contact Name/Title: _____

Telephone: _____

Email: _____

Description of Similar Services: _____

Dates of Service: _____

Reference 2

Organization: _____

Contact Name/Title: _____

Telephone: _____

Email: _____

Description of Similar Services: _____

Dates of Service: _____

Reference 3

Organization: _____

Contact Name/Title: _____

Telephone: _____

Email: _____

Description of Similar Services: _____

Dates of Service: _____

15. ACKNOWLEDGMENT OF ADDENDA

Addendum No.	Date Received