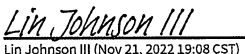
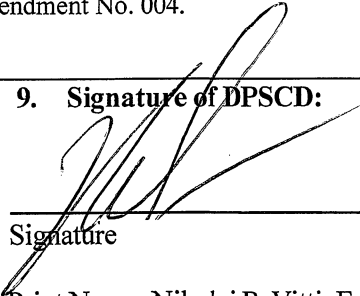


DETROIT PUBLIC SCHOOLS COMMUNITY DISTRICT Procurement Department Fisher Building 11 th Floor 3011 West Grand Blvd. Detroit, MI 48202	SECTION A Contract Cover Page & Signatures	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">1. Contract No.: 19-0103 (FY23) Modification No.: 006</td> </tr> <tr> <td style="padding: 2px;">2. ITB/RFP No.: 17-0146</td> </tr> <tr> <td style="padding: 2px;">3. Contract Title: TNTP Stakeholder Feedback Surveys</td> </tr> <tr> <td style="padding: 2px;">4. Contract Amount: \$156,691</td> </tr> <tr> <td style="padding: 2px;">5. Contract Term: July 1, 2022 – June 30, 2023</td> </tr> </table>	1. Contract No.: 19-0103 (FY23) Modification No.: 006	2. ITB/RFP No.: 17-0146	3. Contract Title: TNTP Stakeholder Feedback Surveys	4. Contract Amount: \$156,691	5. Contract Term: July 1, 2022 – June 30, 2023
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5. Contract Term: July 1, 2022 – June 30, 2023							
6. Supplier Name: TNTP, Inc. Address: 500 7 th Avenue, 8 th Floor City/State/Zip: New York, NY 10018 Contact: Jennifer Harasim Telephone: 317-402-3305 Email/Fax: jennifer.harasim@tntp.org							
7. Contract Modifications: <u>History</u> 1. The original contract amount was \$129,999 for the first contract period from January 14, 2019 through June 30, 2019 with two (2) one-year renewal options. <u>Modification 001:</u> 1. Increase the contract amount by \$118,305, making the new contract amount \$248,304 2. Signed Amendment 1 to change in Section C – Scope. <u>Modification 002:</u> 1. Exercise the first of two (2) renewals extending the contract period through June 30, 2020 and increasing the contract amount by \$248,907 for a total contract not-to-exceed amount of \$497,211. 2. Amend Section C, Scope of Service, to include Amendment No. 002. 3. All other terms and conditions remain the same. <u>Modification 003:</u> 1. Exercise renewal extending the contract period through June 30, 2021 and increasing the contract amount by \$130,000, for a total contract not-to-exceed amount of \$627,211. 2. All other terms and conditions remain the same. <u>Modification 004:</u> 1. Increasing the contract amount by \$72,211 for a total not to exceed \$202,211 for the contract period through June 30, 2021. 2. Amend Section C, Scope of Service, to include Amendment No. 003. 3. All other terms and conditions remain the same. <u>Modification 005:</u> 1. Increase the contract by \$151,691 and extend the contract period through June 30, 2022. 2. All other terms and conditions remain the same. <u>Modification 006:</u> 1. Increase the contract by \$156,691 and extend the contract period through June 30, 2023. 2. Amend Scope C, Scope of Service to include Amendment No. 004. 3. All other terms and conditions remain the same.							
8. Signature of Authorized Supplier Representative: <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  <small>Lin Johnson III (Nov 21, 2022 19:08 CST)</small> Signature </div> <div style="text-align: center;"> Nov 21, 2022 Date Signed </div> </div> <div style="margin-top: 10px;"> Print Name: <u>Lin Johnson III</u> Title: <u>Chief of Strategic Growth & Finance</u> </div>	9. Signature of DPSCD: <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  Signature </div> <div style="text-align: center;"> 12/15/2022 Date Signed </div> </div> <div style="margin-top: 10px;"> Print Name: <u>Nikolai P. Vitti, Ed.D.</u> Title: <u>Superintendent</u> </div>						

AMENDMENT NO. 4

This Amendment (the "Amendment") made as of the 28th day of September, 2022 ("Effective Date") is to the Agreement by and between the Detroit Public Schools Community District (the "District") and TNTP, Inc. ("Supplier") dated on or around July 1, 2022 and any amendments hereto (collectively, the "Original Agreement").

STATEMENT OF AMENDMENT TO ORIGINAL AGREEMENT

1. Contract shall be amended with the following:
 - a. Attachment B - TNTP's Insight Surveys service wholly replaces the scope of services.
2. If any provision of this Amendment is held to be void or unenforceable, the remaining provisions are considered to be severable and their enforceability is not affected or impaired in any way by reason of such law or holding.
3. The terms and conditions of the Original Agreement remain in effect except as otherwise stated herein. In the event that any provision of this Amendment conflicts with any of the provisions set forth in the Original Agreement, the provisions of this Amendment shall govern and control.
4. The Original Agreement and this Amendment constitute the entire agreement between the parties with respect to the subject matter hereof; superseding all prior understandings, agreements, contracts or arrangements between the parties, whether oral or written.
5. This Amendment is incorporated by reference in, and is part of the Original Agreement. This Amendment need not be referenced in any instrument or document at any time referring to the Original Agreement, a reference to either the Original Agreement or the Amendment shall be deemed a reference to the Original Agreement, as modified hereby.
6. Capitalized terms defined in the Original Agreement and used in this Amendment shall have the respective meanings assigned to such terms in the Original Agreement, unless clearly otherwise defined in the Amendment.
7. This Amendment may be executed in multiple counterparts, each of which shall be deemed an original and all of which together constitute one and the same document.
8. The Parties further agree that a signature transmitted via facsimile or electronic mail shall be deemed original for all purposes hereunder.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the latest date so written.

**Signature of Authorized Supplier
Representative:**

Lin Johnson III

Lin Johnson III (Nov 21, 2022 19:08 CST)

Print Name: Lin Johnson III

Date: Nov 21, 2022

**DETROIT PUBLIC SCHOOLS
COMMUNITY DISTRICT**

Approved By:

Nikolai P. Vitti, Ed.D., Superintendent

Date: 12/13/2022

**Approved as to form by:
Office of The General Counsel**



Insight Surveys for Detroit Public Schools Community District (DPSCD)

ATTACHMENT B: Scope of Work for School Year 2022-2023

This document outlines an overview of TNTP's Insight Surveys service as well as a proposed scope of work involved with providing this service to DPSCD.

Overview

District and School leaders play an essential role in building environments in which staff thrive and students excel. Building and maintaining a strong school culture is an incredibly complex and ever-evolving effort. To support this, district and school leaders need actionable feedback which highlights specific practices shown to foster great instruction. While all leaders have the desire to improve their schools, they may lack timely information and context needed to prioritize the right actions.

TNTP's Instructional Culture Insight ("Insight") surveys provide district and school leaders with a roadmap for improving leadership practices by first collecting feedback on specific actionable practice from all stakeholders, including teachers, families, students, school support staff, school leadership teams, and central office staff. Leaders are then provided tools and resources to use that feedback to identify strengths and opportunities for improvement at their school, relative to schools nationally where practices are strongest. Data from Insight has shown that schools with strong instructional cultures and leadership practices can retain more effective teachers and support strong student achievement. Since 2010, TNTP Insight surveys have helped over 2,600 school leaders improve conditions for teaching and learning.

Each participating school receives reports containing specific, actionable feedback that school teams can work together to assess and address quickly. Stakeholder surveys provide an overview of the needs of the district, which can be helpful in coordinating ongoing support and improvement efforts. By collecting data, school leaders will be better positioned to tackle common challenges by:

- Providing staff, families and students a clear avenue for constructive feedback and action cycles.
- Assessing stakeholders' understanding of, and investment in, leaders' vision of excellent instruction.
- Identifying opportunities to leverage low-cost strategies for retaining top-performing staff at higher rates.
- Tracking progress towards improving school culture and setting concrete, actionable steps.
- Establishing a supportive culture where great instruction thrives.

Available Survey Instruments

TNTP's survey tools encourage districts and schools to put student learning at the heart of all improvement efforts. Each stakeholder group plays a specific role contributing to student success, and our survey tools ask stakeholders about the experiences they are uniquely able to speak to because of their role. TNTP recommends the following survey instruments to solicit feedback from teachers, families, students, school leaders, school support staff, and central office staff.

Survey Audience	Survey Content
Teacher Survey	Teachers are asked to share about their experiences with leadership practices related to instructional culture, including topics such as observation and feedback, academic expectations, peer culture, instructional planning, and more. Teachers also share their retention plans and reasons for staying or leaving.
Family Survey	Families are important partners who, when engaged, can help schools understand how to better support student success. Our survey measures the quality of family

	engagement, asking about things within schools' control, such as whether parents receive updates on their child's academic progress or whether homework feels appropriately challenging. That feedback helps invest families in their schools and identify ways schools can engage families even more deeply.
School Leadership Team Survey	School leaders provide valuable information on the quality of support schools receive from direct supervisors, central office support structures, and network leadership to build and maintain strong instructional cultures at their school.
School Support Staff Survey	Non-instructional school-based staff such as speech/language specialists, school nurses, social workers, administrative staff and others share feedback on school leadership practices, school culture, and the support they receive to build supportive learning environments that prepare students for academic success.
Central Office Staff Survey	The Central Office Staff Survey gathers central teams' perceptions of network priorities, organizational culture, their orientation of support toward schools, and the support they receive from their own direct supervisors to execute on network priorities.

Scope of Work

Surveys are administered once per year. TNTP works with partners to determine the preferred survey administration and reporting timeline for each year of the Term. Detail on the major activities and specific scope of work TNTP will complete for each year of the partnership is provided in the table directly below.

DETAILED ANNUAL SERVICES		
Survey Services	TNTP Responsibilities	DPSCD Responsibilities
<ul style="list-style-type: none"> • Teacher Survey • School Leadership Team Survey • Central Office Staff Survey 	<p><u>Component: Administration</u> TNTP collects survey responses from teachers and staff through online surveys</p> <ul style="list-style-type: none"> • Provide survey instruments • Provide communication materials to inform relevant stakeholders about upcoming surveys • Facilitate all aspects of online survey administration, including survey set-up and close-out, roster management, data collection and cleaning, respondent reminders, and technical support; For DPSCD this includes providing survey content and clean identified data files to Panorama's reporting platform. • Set response rate targets to meet minimum reporting requirements & monitor response rates • Provide central contacts with access to a portal where they can monitor response rates by school 	<ul style="list-style-type: none"> • Choose survey topics • Customize and distribute communications to stakeholders about upcoming surveys • Provide accurate staff rosters to TNTP • Monitor response rates and provide interventions as necessary
	<p><u>Component: Reporting</u> TNTP analyzes and packages data into interactive, online reports</p> <ul style="list-style-type: none"> • Provide <u>online district reports</u> with results aggregated at the district level by stakeholder as well as all individual school results 	

	<ul style="list-style-type: none"> • Comparisons to national and local benchmarks where available • Up to three school group filters, if requested, including School Level and two other client-designated groups 	
	<p>Component: Implementation & Resources TNTP provides a full suite of support tools and resources</p> <ul style="list-style-type: none"> • Online reports contain a link to additional guidance and resources on how to read and use reports, as well as guidance and templates for sharing results with teachers • Resources aligned with Insight domains (topics) to support leaders understand best practices and take action on their data. • TNTP's Teacher Talent Toolbox and Student Experience Toolkit contain hundreds of tools and resources sourced from schools aligned to the Insight survey that leaders can use to address key growth areas on stakeholder surveys 	<ul style="list-style-type: none"> • Debrief survey results with school leaders and support them to take next steps on focus areas

Pricing

The following table shows the annual cost for TNTP's services cover the scope of work outlined in the above "Detailed Annual Services" table. These costs will be incurred annually for the 2021-2022 school year.

Detailed Insight Annual Service	Frequency of Service (per year)	Annual Cost
Teacher Survey	Once	\$31,679
School Leadership Team Survey	Once	\$18,613
Central Office Staff Survey	Once	\$22,286
Subtotal		\$72,578
15% discount based on participation in 3 surveys		-\$10,887
Standard Optional Add on Services (from Appendix A)		\$40,000
Customized Add on Services (from Appendix B)		\$55,000
TOTAL ANNUAL COST		\$156,691

Next Steps

We request that DPSCD provide feedback on this proposed scope of this work and fit with the district's needs. For more information or to discuss the scope of work in this proposal, please contact Jennifer Harasim, jennifer.harasim@tntp.org.



Appendix A: Standard Optional Add-On Services

To keep costs low for the majority of our clients, Insight charges a base price for standard services and then additional cost for any client-requested customizations which require more specialized staff support.

The table directly below provides a list of add-on services that the Client can opt-into for the terms of the agreement. One add-on is priced at \$5,000. Add-ons (beyond one) are priced in packages of 5 add-ons for \$10,000/package.

All add-ons listed below are scoped for once per year for one survey. When pricing quote is given the add-on will be multiplied if any of the selections apply to multiple surveys or are intended to happen more than once a year.

This table is pre-populated with the add-ons you used in the past administration and the associated cost is reflected in the pricing section. If you are interested in adding or removing any of the services below, we will provide you with an updated proposal that includes the cost associated with your modified selections.

Standard Optional Add-On Services	Current Selections
ADMINISTRATION	
Varying messaging timelines. Different groups of schools receive survey delivery and/or reminders on different dates.	
Varying survey messages. Certain schools or survey recipients receive a different customized survey delivery or reminder messages than other schools.	
Paper surveys for families. In addition to online family survey links and QR codes shared via email and/or text message, TNTP provides up to 1,000 printed surveys shipped to the client and then incorporates those paper survey responses in with responses from the online survey." Each set of 1000 printed surveys - 1 add-on.	
Survey incentives. TNTP messages and provides a raffle of 5 incentive gift cards for schools above the 80% response threshold. Gift cards are to be used by school administrators. Each set of 5 gift cards - 1 add-on.	
SURVEY CONTENT	
Additional simple survey questions. Add up to 5 customized survey questions (not included in any Standard or Supplemental domains) in the Likert, Net Promoter Score, or Open Response question formats. Each set of 5 questions = 1 add-on. Custom Likert questions across 3 surveys	8 add-ons
Additional complex survey questions. Add up to 2 custom questions of other question formats. Each set of 2 questions = 1 add-on. DPSCD Central Office department questions	1 add-on
Survey questions for a subset of recipients. Define a group of survey recipients who will see only certain additional custom questions. Also known as survey skip logic. Each defined recipient group= 1 add-on.	
Survey translations to additional languages. Translation of full survey into languages other than Spanish and English. Each additional language needed= 1 add-on.	
REPORT CONTENT	
Additional school group report filter. Add a fourth or fifth grouping of schools, beyond the grouping by school level and the two client-designated school groups included in the standard reports. Examples of common school groups include: region, zone, district, principal manager, school cohort, pilot/magnet schools, etc Each additional group needed = 1 add-on . Central Office Groups	1 add-on

Additional report audience level. Include another set of reports in addition to those designed for single-school users (e.g. principals) and multi-school users (e.g. assistant superintendents.) For example, if distinct regional reports are needed for a nation-wide network, or an anonymized report is needed for a funder or harbormaster. Each additional report needed = 1 add-on .	
Report tab connecting Insight items with client's rubric. Include a report tab displaying Insight results in a 'crosswalk' connecting to themes or buckets in a client's rubric. Select 1 for each rubric crosswalk needed.	
Change to reports after delivery with client-initiated changes. For example, revising school groups during the summer, or switching which benchmarks are available to different audiences. (Does not include updates to report access or permissions; those are all included.) Each post-delivery report change needed= 1 add-on.	
Translated survey responses. Provide English translations for survey comments submitted in another language. Each language needing translation = 1 add-on .	
Custom report template. Accommodate district request to place items in domains outside of TNTP's standard template. This adjustment requires customization to TNTP's standard survey template and creation of customized data files to transfer data to Panorama platform.	2 Add-Ons
SUPPLEMENTAL ANALYSIS PRODUCTS	
De-identified data file. TNTP provides client with data files of all raw survey data, with identifiers removed. Each data file needed= 1 add-on . File for each survey provided to DPSCD	3 Add-Ons
Identified data file. TNTP provides client with data files of all raw survey data, with respondents identified. This requires a special contract and survey language to alert respondents in advance of survey administration. Select 1 for each data file needed. Files shared with Panorama	3 Add-Ons
Non-disclosure agreement for raw data. Client requests that TNTP shares raw survey data with a third party, for example a research organization. TNTP provides the NDA, facilitates signatures, and provides the raw data files. Each NDA needed = 1 add-on . NDA + raw data file sharing with Panorama.	1 Add-On
Survey highlights by race. At the district/network level, report charts breaking out Retention and Diversity, Equity, and Inclusion domain results by respondent race, where possible while preserving respondent confidentiality. These survey highlights by race can be provided when race information for at least 85% of recipients is included in the recipient roster. Each survey breakdown needed= 1 add-on. Highlights by Race/Ethnicity tab on Tableau report.	1 Add-On
INDIVIDUAL OR SMALL GROUP SUPPORT	
One-on-one school leader debriefs. Individual, hour-long conversation with a school leader to discuss their Insight survey results for their school. Each set of 3 leader debriefs = 1 add-on.	
Small group district/network leader debriefs. Individual, hour-long conversation with a small group of district/network leaders to discuss their Insight survey results for their department or schools.	
CUSTOMIZED POST-SURVEY SUPPORT OPTIONS These options are customized specifically for your district based on your survey results and are priced at 3 add-ons each. For example, selecting one of the options listed below will result in 3 add-ons. <u>All of the customized post-survey support options will be conducted virtually via TNTP's Zoom platform or the district/network's virtual platform. Please note if you'd like onsite training support when requesting a quote for the service.</u>	
Race equity analysis and debrief. Analysis to identify meaningful differences (regression) in experience by respondent race from the Retention, Diversity, Equity, and Inclusion, and	

Equitable Systems and Structures domains and one-hour presentation/discussion of results. Equity analysis can be provided when race data for at least 8% of recipients is included in the recipient roster.	
Debrief deck of survey results for client to facilitate. A PowerPoint presentation deck highlighting potential areas of strength or focus areas based on your survey results.	
Debrief deck of survey results with TNTP facilitating. TNTP leads a presentation highlighting potential areas of strength or focus areas based on your survey results.	
Custom training. TNTP creates a custom training for district/network based on their identified needs related to the Insight survey. This includes any training that is outside the scope of the base training offered.	
Custom research presentation. TNTP consults to determine 1-2 research questions, then analyzes and presents findings.	
TOTAL ADD-ONS SELECTED ABOVE Note that the number of add-ons will be multiplied for each survey that they apply to and for each time they are applied. For example, if "Additional simple survey questions" are checked and are included for both the Teacher and School Support Staff surveys and will be included for a 2x per year administration, then the total number of add-ons equals 4 for this selected item.	20 add-ons
TOTAL NUMBER OF PACKAGES BASED ON ADD-ONS One add-on is priced at \$5,000. Add-ons (beyond one) are priced in packages of 5 add-ons for \$10,000/package.	4 packages
TOTAL COST BASED ON NUMBER OF PACKAGES	\$40,000

Appendix B: Customized Optional Add-On Services (specific for DPSCD)

All add-ons listed below are scoped specifically for DPSCD.

This table is pre-populated with the add-ons you used in the past administration and the associated cost is reflected in the pricing section. If you are interested in adding or removing any of the services below, we will provide you with an updated proposal that includes an updated cost associated with your modified selections.

Customized Optional Add-On Services	
ADMINISTRATION	
Manual Response Rates. TNTP manually compiles response rate updates during the survey and customizes messages for the district to send to Assistant Superintendents, Principals and Cabinet Members	
Support with District Survey Email Inbox. TNTP supports the district staff responding to teacher requests in lieu of using insightsurvey@tntp.org . This includes providing communication templates and compiling and sharing survey links for DPSCD via FTP.	
Roster Coordination with Panorama.	
REPORT CONTENT	
School Sorter. TNTP provides an Excel file "School Sorter" for all 3 surveys.	
CUSTOMIZED POST-SURVEY SUPPORT OPTIONS	
Briefing Book and Analyst Support. TNTP provides a briefing book of results across surveys and can assist in additional analyses of survey results based on the district's research questions. Total analyst time for Briefing Book + Additional Analyses not to exceed 100 hours.	
TOTAL COST FOR SELECTED ADD-ONS	\$55,000