



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Jennifer Sinal Swingler, Supervisor of Secondary ELA

Date: 8.24.23

Re: Award of PO to HMH to provide student subscriptions to the Read 180 reading intervention program digital subscription

Answer all questions and have a representative ready to present the details of each question during the Finance & Operations meeting or this proposal may not be advanced for consideration by the full Board of Education.

Company Information	
Vendor Name:	HMH
Doing Business as: (DBA)	
Vendor Address:	14046 Collections Center Drive Chicago, IL,60693
Vendor Contact Name:	Scott Nichols
Vendor Contact Email:	scott.nichols@hmhco.com
Is the contractor a minority or women owned small business?	No
Agreement/Contract Information	
New or Renewal Agreement/Contract?	Renewal
Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small>	From September 12, 2023 To June 30, 2024
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	[179,157.55]
Funding Source Name: Acct. #:	[Title 1 Funds Account # 2531-5265-56694-0413]
Contract #: <small>(Local or State)</small>	475-220-1212



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**Key Questions:**

**1. What specific service will the contractor provide:**

HMH provides online digital subscriptions for reading intervention through the comprehensive Read 180 program.

**2. How was the contractor selected? \*Attach appropriate supporting documents**

- Quotes**
- Sealed Bid # \_\_\_\_\_**
- Sole Source # \_\_\_\_\_**
- RFP# \_\_\_\_\_**
- State Contract #**
- Exempt Professional**
  - Accountant
  - Actuary
  - Appraiser
  - Architect
  - Artist
  - Dentist
  - Engineer
  - Expert Professional Consultant
  - Land Surveyor
  - Lawyer
  - Physician/Medical Doctor

**3. If the vendor was selected through Solicitation (Bid/RFQ/RFP) process; answer the following:**

**a. Please explain how the vendor was chosen? \*Attach Vendor Proposal**

Attached

**b. Who were the members of the selection committee? (Minimum 3 members required)**



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**4. If this is a renewal with a current vendor, has the vendor met all obligations under the existing agreement/contract?**

Yes

**5. If this agreement/contract is a Renewal, has the cost increase? If yes, by how much? \*Attach Renewal Letters**

Yes.

**6. If this new agreement/contract, has cost for service increased from previous years? If yes, by how much?**

Continuation

**7. Is this a service that existing staff could provide? Why or why not?**

Staff cannot provide this service as there is an online comprehensive reading intervention that is adaptive to the students' reading assessment data. This is a comprehensive system of assessment and instruction that is differentiated and adaptive for both foundational reading skills and comprehension work in the upper elementary and high schools.





# Houghton Mifflin Harcourt

Proposal #008662513

Prepared For

## New Haven Public Schools

54 Meadow St Fl 2  
New Haven CT 06519

Attention:

Lynn Brantley

lynn.brantley@new-haven.k12.ct.us

For the Purchase of:

## Read 180 (SAMC) 1YR

Title 1 Schools

Prepared By

Scott Nichols

scott.nichols@hmc.com

**Please submit this proposal with your purchase order.**

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:

<http://www.hmc.com/common/terms-conditions>

Send **Check Payments** to:  
Houghton Mifflin Harcourt Publishing Company  
14046 Collections Center Drive  
Chicago, IL 60693

Attention:  
Lynn Brantley  
lynn.brantley@new-haven.k12.ct.us

Send **Orders** to:  
orders@hmc.com  
FAX: 800-269-5232

**HMH Confidential and Proprietary**

## Proposal for New Haven Public Schools

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
<b>Read 180 Stage A</b>						
6003184 9781328028457	READ 180 Universal Stage A/ System 44 Upper Elementary Literacy License Digital Student Subscription Package, 1 Year	\$169.00	30	\$5,070.00	\$4,170.00	\$900.00
<b>Gratis</b>						
9781328019905	Literacy Intervention License (R180 U Stage A / S44 Upper Elementary)Teacher Subscription	\$299.00	2	\$598.00	\$598.00	
<b>Total for Gratis</b>		<b>\$0.00</b>				
<b>Total for Read 180 Stage A</b>		<b>\$900.00</b>				
<b>Read 180 Stage B</b>						
6003185 9781328028464	READ 180 Universal Stage B/ System 44 Secondary Literacy License Digital Student Subscription Package, 1 Year	\$169.00	575	\$97,175.00	\$79,925.00	\$17,250.00
6003185 9781328028464	READ 180 Universal Stage B/ System 44 Secondary Literacy License Digital Student Subscription Package, 1 Year	\$169.00	1,087	\$183,703.00	\$27,555.45	\$156,147.55
<b>Gratis</b>						
9781328019936	Literacy Intervention License (R180 U Stage B / S44 Secondary) TeacherSubscription	\$299.00	32	\$9,568.00	\$9,568.00	
<b>Total for Gratis</b>		<b>\$0.00</b>				
<b>Total for Read 180 Stage B</b>		<b>\$173,397.55</b>				
<b>Read 180 Stage C</b>						
6003186 9781328028471	READ 180 Universal Stage C/ System 44 Secondary Literacy License Digital Student Subscription Package, 1 Year	\$169.00	162	\$27,378.00	\$22,518.00	\$4,860.00
<b>Gratis</b>						
9781328019967	Literacy Intervention License (R180 U Stage C / S44 Secondary) TeacherSubscription	\$299.00	14	\$4,186.00	\$4,186.00	
<b>Total for Gratis</b>		<b>\$0.00</b>				
<b>Total for Read 180 Stage C</b>		<b>\$4,860.00</b>				

<b>Total Savings:</b>	<b>\$148,520.45</b>
<b>Subtotal Purchase Amount:</b>	<b>\$179,157.55</b>
<b>Shipping &amp; Handling:</b>	<b>\$0.00</b>
<b>Sales Tax:</b>	<b>\$0.00</b>
<b>Total Cost of Proposal (PO Amount):</b>	<b>\$179,157.55</b>

Send **Check Payments** to:  
Houghton Mifflin Harcourt Publishing Company  
14046 Collections Center Drive  
Chicago, IL 60693

Attention:  
Lynn Brantley  
lynn.brantley@new-haven.k12.ct.us

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orders@hnhco.com  
FAX: 800-269-5232

**Total Cost of Proposal (PO Amount): \$179,157.55**

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
  - o Point of Contact for Print materials
  - o Point of Contact for Digital materials
  - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.
 

<b>Ship to:</b> New Haven Public Schools 54 Meadow St New Haven, CT 06519-1783	<b>Sold to:</b> New Haven Public Schools 54 Meadow St New Haven, CT 06519-1783
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- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
- Any proposed shipping or tax amount provided on this proposal, is based on the Ship To account location quoted within.
- If the location of your delivery changes, please include the proper sales tax and shipping charges for that location in the applicable Purchase Order
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 3/31/2023

Proposal Expiration Date: 9/30/2023



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