



NEW HAVEN PUBLIC SCHOOLS

## Operations Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Monica C Joyner  
**Date:** February 5, 2024  
**Re:** Award of PO to IXL Learning to provide site based software licenses in the subject area of mathematics for 10,700 students ranging in grades 6 through 12.

**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:	IXL Learning
Doing Business as: (DBA)	IXL Learning
Vendor Address:	777 Mariners Island Blvd., Suite 600 San Mateo, CA 94404
Vendor Contact Name:	Nicole VanMatre
Vendor Contact Email:	nicloe.vanmatre@ixl.com
Is the contractor a minority or women owned small business?	No
Agreement/Contract Information	
New or Renewal Agreement/Contract?	Renewal PO
Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small>	From Sept. 29, 2023 To June 30, 2024
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	\$101,650.00
Funding Source Name: Acct. #:	ARP ESSER III – 2553 901 6399 55100 0411
Contract #: <small>(Local or State)</small>	The Interlocal Purchasing System 230105



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**Key Questions:**

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

This contractor will provide software licenses in the subject area of mathematics for 10,700 students in grades 6 through 12.

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

- Quotes
- Sealed Bid # \_\_\_\_\_
- Sole Source # \_\_\_\_\_
- RFP# \_\_\_\_\_
- TIPS Contract #230105
- 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*

N/A – Procured under Purchasing approved procurement platform TIPS

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

N/A



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

This is a renewal with a current vendor. It was a PO for software licenses.

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

The licenses for SY2022-2023 were purchased prior to my assumption of the position. I do not have that information.

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

N/A

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

These are software licenses for a digital assessment and learning program. It is not a service that any person can provide.



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**Agreement/Contract Processing Checklist**

*To ensure timely processing of the submitted Agreement/Contract it is imperative to collect and provide all of the required documentation noted below and provide with submission to board.*

**Forms/Documents are available in: Drive G:\F&O Agenda Minutes\Agreement\_Contract\_Checklist\2022-2023**

<b>1. Has this vendor performed service(s) in prior fiscal years?</b>	
If Yes,	Vendor # _____
If No or New,	Vendor must provide completed W9
<b>2. A quotes or proposal submitting regarding the agreement/contract. ✓</b>	
If RFP	Attach Vendor Submitted
Other	Copy of State Contract, Quotes, etc.
<b>3. <u>Certificates of Liability Insurance (COI) are required for ALL agreements/contracts, read the following and select the applicable Rider.</u></b> <b>It is the submitters responsibility to request the COI from the vendor and attach with submission; the COI from the Vendor <u>must match rider specifications outlined.</u></b> <b>Failure to obtain or incorrect COIs will be returned for revision and will delay its processing.</b>	
Rider 300	Professional Services – Onsite Umbrella; w/ Auto; w/ Workers Compensation
Rider 305	Professional Services – Onsite Umbrella; No Auto; No Workers Compensation
Rider 310	Professional Services – Onsite Umbrella; w/ Auto; No Workers Compensation
Rider 315	Professional Services – Onsite Umbrella; w/ Youth under 21
Rider 320	Professional Services – Offsite; No Auto; No Workers Compensation
Rider 325	Professional Services – Offsite; No Auto; No Workers Compensation; w/ Youth under 21
Rider 330	Professional Services – Offsite Attorney; No Auto; No Workers Compensation
Rider 335	Professional Services – Onsite; Physician/Dentist; No Auto
Rider 340	Professional Services – Onsite Physician/Dentist w/ Youth under 21
Rider 345	Professional Services – Onsite Temp Nurses
Rider 350	Professional Services – Cyber – Onsite ✓
Rider 355	Professional Services – Cyber – Offsite ✓
<b>4. The City of New Haven requires the information requested in the <u>Disclosure Affidavit</u> before any City agency, department, or city official seeking agreement/contract shall obtain them, notarized.</b>	
Emailed Disclosures are acceptable.	

# The Interlocal Purchasing System

Purchasing Made Personal



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www.ixl.com



## IXL Learning Inc

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM  
PO MUST REFERENCE VENDOR TIPS CONTRACT NUMBER

	<u>PAYMENT TO</u>	<u>TIPS CONTACT</u>
ADDRESS	777 Mariners Island Blvd., Suite	NAME Charlie Martin
CITY	San Mateo	PHONE (866) 839-8477
STATE	CA	FAX (866) 839-8472
ZIP	94404	EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N

HUB: N

### SERVING STATES

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VA | WA | WI | WY | PR

### Overview

*IXL is a web-based personalized learning platform for math, ELA, science, social studies and Spanish. IXL also offers on-site, virtual, and on-demand professional development for effective IXL implementation.*

## **AWARDED CONTRACTS "View EDGAR Doc" on Website**

<b>Contract</b>	<b>Comodity</b>	<b>Exp Date</b>	<b>EDGAR</b>
230105	Technology Solutions Products and Services	05/31/2028	See EDGAR Certification Doc.

## **CONTACTS BY CONTRACTS**

### **230105**

William Smalls III	Account	(984) 229-9404	williams@ixl.com
Wendy Coffman	Regional Sales	(281) 384-9934	wendyc@ixl.com



IXL Learning  
 777 Mariners Island Blvd., Suite 600  
 San Mateo, CA 94404

# RENEWAL QUOTE

QUOTE # 3308855-2023-001-5  
 DATE: AUGUST 31, 2023

**TO:**  
 Monica Joyner  
 New Haven Public Schools  
 54 Meadow Street  
 New Haven, CT 06519

**COMMENTS OR SPECIAL INSTRUCTIONS**

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Nicole VanMatre	A21-3308855	September 29, 2023 – September 29, 2024	September 29, 2023

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades 6-12: 10,700 students) Subject: Math  <i>K-8 math licenses include complimentary access to IXL's universal screener</i>	\$128,400.00	\$128,400.00
1	Volume discount  <i>Unlimited instructor accounts included</i>	-\$26,750.00	-\$26,750.00
SUBTOTAL			\$101,650.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$101,650.00

**Ordering instructions**

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, [click here](#) or go to <http://www.ixl.com/po-upload> and enter quote # 3308855-2023-001-5. For international accounts, we can accept wire transfers for an additional fee.