



## ARKANSAS DEPARTMENT OF EDUCATION

### MEMORANDUM

**TO:** Proposers Interested in Providing Services for an Augmented Norm-Referenced Testing Program in Grades K-9 for the Arkansas Department of Education

**FROM:** Dr. Gayle Potter  
Associate Director  
Curriculum, Assessment, and Research

**DATE:** October 12, 2009

**SUBJECT:** Request for Proposals for Augmented Norm-Referenced Testing Program for Grades K-9

You are invited to submit a proposal to the Arkansas Department of Education for test development, management, administration, scoring, and reporting services, as described in the enclosed RFP.

Responses to this RFP must be received by 4:00 p.m. Central Time on November 17, 2009. Please submit your proposal by postal mail, personal delivery, or courier service to:

Dr. Gayle Potter  
Associate Director  
Curriculum, Assessment, and Research  
Arkansas Department of Education  
Four Capitol Mall, Room 105A  
Little Rock, Arkansas 72201

Please submit any questions in writing by October 21, 2009. Questions may be submitted by postal mail to the address above; by e-mail to [gayle.potter@arkansas.gov](mailto:gayle.potter@arkansas.gov); or by fax to 501-682-4886, Attention: Dr. Gayle Potter.