



# City of San Antonio

## Agenda Memorandum

**File Number:**18-4429

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**Agenda Item Number:** 6.

**Agenda Date:** 8/7/2018

**In Control:** Early Childhood Education Municipal Development Corporation Board of Directors

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**DEPARTMENT:** Pre-K 4 SA

**DEPARTMENT HEAD:** Sarah Baray, Ph.D.

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Annual Contract for Speech Services for Pre-K 4 SA

### **SUMMARY:**

This item authorizes acceptance of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one year options to renew for a total contract value not to exceed \$600,000.

### **BACKGROUND INFORMATION:**

Pre-K 4 SA requested proposals and qualifications from qualified individuals and/or firms for speech-language pathologists to conduct speech screeners, hosts training for teachers, and to provide services for special education students attending Pre-K 4 SA Education Centers.

Pre K 4 SA provides high-quality prekindergarten education that directly impacts Pre K 4 SA families and the San Antonio community at large. Pre-K 4 SA enrolls 2,000 students per academic year, with 500 students enrolled at each of the four Pre-K 4 SA Education Centers. The curriculum for this program operates on a 177 day school year from 8:00 AM to 3:00 PM each day with extended day options from 3:00 PM to 6:00 PM.

Student enrollment in the program is based on the State of Texas' prekindergarten eligibility criteria and the City of San Antonio will reserve 10 percent of the total enrollment to enroll students who do not fall within the state's eligibility criteria. The program will work with partnering school districts to conduct the Admission, Review and Dismissal (ARD) processes to develop students' Individualized Education Programs (IEPs) for

those students that need additional assistance.

Research shows that children with disabilities who attend prekindergarten in inclusive environments demonstrate gains in social skills, language development, and cognition. Furthermore, integrating children with disabilities into prekindergarten classes also can improve the educational experiences for all children in the classrooms.

The speech services provided to students will be instrumental in ensuring that Pre-K 4 SA will raise the bar on the quality of early childhood education to become a model for the City of San Antonio and for the nation as well.

Pre-K 4 SA worked in coordination with the City's Finance Department, Purchasing Division (Purchasing) to develop a Request for Proposal (RFP) to meet the needs of the program. The City issued a Request for Proposal for Special Education Services for Pre-K 4 SA on April 19, 2018, with a submission deadline of May 18, 2018. Three proposals were received.

The Finance Department, Purchasing Division facilitated by ensuring compliance with City's procurement policies and procedures. The proposals were evaluated based on the firm's experience, background, qualifications and proposed plan. The evaluation of each proposal response was based on a total of 100 points; 30 points allotted for experience, background and qualifications; 25 points allotted for proposed plan; 10 points allotted for respondent's price schedule. A total of 20 points was allotted for the Small Business Economic Development Advocacy (SBEDA) SBE and M/WBE Prime Contract Program. Up to 10 points were allotted for Local Preference Ordinance (LPP) and 5 points were allotted for Veteran-Owned Small Business Preference Program (VOSBPP) Ordinance.

The evaluation committee met on June 19, 2018 to evaluate the proposals received. After committee review and discussion, the individual scores were submitted and the aggregate scores were presented. The evaluation committee selected the top two respondents for interviews which were held on June 26, 2018. Following the interviews, the evaluation committee met and individual scores were re-submitted and aggregate scores were presented again. After a recommendation for award was agreed upon by the selection committee, the price, SBEDA, Local Preference Program (LPP) and Veteran-Owned Small Business Preference Program (VOSBPP) scores were revealed. Based on their proposal submission and resulting interview, Assessment, Intervention Management (AIM) was the highest ranked firm and recommended for award by the evaluation committee.

The initial term of this agreement shall begin August 13, 2018 through August 31, 2018. At Pre-K 4 SA's option, this contract may be renewed for two additional, one-year periods and shall be authorized by this action.

## **ISSUE:**

Pre-K 4 SA staff requests Board action authorizing acceptance of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one year options to renew for a total contract value not to exceed \$600,000.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with twenty (20) evaluation preference points awarded to Assessment Intervention Management as they are a certified SBE and M/WBE firm located within the San Antonio Metropolitan Statistical Area.

**ALTERNATIVES:**

Should this contract not be accepted, Pre-K 4 SA will not be able to provide speech services for children with IEPs as is required by the program MOU.

**FISCAL IMPACT:**

Funds are budgeted and available in the Pre-K 4 SA Operating Fund as approved by the Pre-K 4 SA Board of Directors. Future contract year funds are contingent upon approval of the annual operating budget by the Board of Directors.

**RECOMMENDATION:**

Staff recommends for the Board to authorize the acceptance of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one year options to renew for a total contract value not to exceed \$600,000.

This contract is procured by means of Request for Proposals and the Contract Disclosure Form is attached.