



# City of San Antonio

## Agenda Memorandum

**File Number:**15-2008

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**Agenda Item Number:** 3.

**Agenda Date:** 4/7/2015

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

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**DEPARTMENT:** Pre-K 4 SA

**DEPARTMENT HEAD:** Kathy Bruck, CEO

### **SUBJECT:**

Region 20 Contract

### **SUMMARY:**

Possible Board action to approve a contract with Region 20 for student enrollment and attendance software through August 31, 2021 in an amount not to exceed \$158,797.50 [Kathy Bruck, Pre-K 4 SA CEO]

### **BACKGROUND INFORMATION:**

For the 2013-2014 school year, Pre-K 4 SA entered into a contract in the amount of \$38,331.00 with the Education Service Center, Region 20 to purchase the Sybase database used by TxEIS, TxEIS student core applications, software support, database setup, database hosting, and special programming in addition to a Cooperative Software and Application services agreement. Region 20 was responsible for providing one-time database setup, student core services to include student applications plus gradebook and parent portal, student hosting services, unlimited student support and special programming. These services continued under contract for the 2014-2015 school year in an amount not to exceed \$23,115.00. Pre-K 4 SA made use of the software program to record student enrollment and attendance information and to report those results to participating independent school districts. The contract is set to expire on July 31, 2015.

### **ISSUE:**

To effectively continue tracking enrollment and attendance data for Pre-K 4 SA and participating school districts, Pre-K 4 SA must continue to utilize the software provided by Region 20. The revised contract will extend the services for three years with three additional one-year options for renewal. This contract would not exceed \$158,797.50 and would expire on August 31, 2021. The contract requires Region 20 to provide student core services plus gradebook and parent portal, student hosting services, and unlimited student support. Contract revisions will include a revised contract term to reflect a start date of September 1, 2015 and a fixed

price schedule for years one and two. Service costs for years three through six are established but subject to a potential annual service increase. The time frame for services will reflect the annual school year cycle. An additional reference to compensation by year, number of students, and cost per student is included.

**ALTERNATIVES:**

Should this contract not be approved, Pre-K 4 SA would be unable to utilize the software provided by Region 20 to continue tracking enrollment and attendance data for Pre-K 4 SA and participating school districts.

**FISCAL IMPACT:**

Funding in the amount of \$158,797.50 will be appropriated in the FY 2016 Pre-K 4 SA Operating Fund and future budgets subject to approval by the Corporation's Board of Directors.

**RECOMMENDATION:**

Staff recommends the Board approve the contract between Pre-K 4 SA and Region 20 for TxEIS student attendance and enrollment reporting software and services for six years in an amount not to exceed \$158,797.50.