



MEETING OF: April 17, 2018

TITLE: Approval of Request for Proposals (RFP) 19-02-23 - Special Education Evaluation and Intervention Materials

ITEM #: 4

Information:

Study:

Action: X

PURPOSE:

It is the intention of Tucson Unified School District to procure special education evaluation and intervention materials. The District intends to award this contract starting in fiscal year 2018-219 (7/1/2018-6/30/2019), with the possibility of four (4) annual renewals, for a total contract period not to exceed five (5) years, June 30, 2023.

DESCRIPTION AND JUSTIFICATION:

RFP 19-02-23 was posted to www.azpurchasing.org TUSD's official bid board. Notice was sent to two hundred ninety two (292) vendors, TUSD received seven (7) bids and fifty-four (54) "NO BIDS." After initial review of the proposals received by the Purchasing Department, all received proposals are being considered responsive and responsible and the submitted proposals were reviewed by a committee comprised of District employees. Estimated expenditures are \$70,000 per year; estimated expenditures for the full term of the contract are \$350,000.

Award recommendation is based on the evaluation committee's scored during the review period, in accordance with AZ Administrative Code, R7-2-1041, evaluation of proposals. An award recommendation letter was received from the committee chair with recommendation of the evaluation team to award to the top 3 vendors:

NCS Pearson
Social Thinking
Super Duper Publications

An Executive Summary and the committee's Written Recommendations are provided for your review in a separate communication as all information related to the proposals is confidential until award is made, in accordance with AAC R7-2-1045B.

Maura Clark-Ingle, Director of Exceptional Education will be present to answer questions regarding the need for these materials.

Diana Kerfoot, Purchasing Manager, will be present to answer questions regarding the procurement process.

BOARD POLICY CONSIDERATIONS:

Compliance with Governing Board Policy DJ, Purchasing Procedures.

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

<input checked="" type="checkbox"/>	District Budget
<input type="checkbox"/>	State/Federal Funds
<input type="checkbox"/>	Other
<u>Budget Cost</u>	<u>Budget Code</u>
\$70,000/yr or	610.221.2210.6737.5076.00000.5076
\$350K/5 years	

Budget Certification (for use by Office of Financial Services only):

Date 04/12/2018

I certify that funds for this expenditure in the amount of \$70,000 are available and may be:

☐ Authorized from current year budget


☒ Authorized with School Board approval

Code: Fund:

INITIATOR(S):

Jacqueline Posey, Procurement Agent		04/12/2018
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
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 Confidentiality Statement