



MEETING OF: June 13, 2017

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TITLE: Approval of Request for Proposals (RFP) 18-27-22 - Early Literacy Assessment System

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ITEM #: 20

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Information:

Study:

Action: X

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PURPOSE:

Approval to award RFP No. 18-27-22, Early Literacy Assessment System. All information contained in the proposal file must remain CONFIDENTIAL until Governing Board Award. This is in compliance with Arizona Administrative Code R7-2-1045(B).

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DESCRIPTION AND JUSTIFICATION:

RFP No. 18-27-22 was issued to procure professional services to assist the District with the implementation of a District-wide early literacy assessment system to be compliant with Arizona State Statute 15-704: Move on When Reading. The District will enter into a contract for these services beginning July 1, 2017 through June 30, 2018, with a possibility of four (4) annual renewals, for a total contract period not to exceed five (5) years, June 30, 2022. The recommended offeror was determined to have submitted a proposal most advantageous to the District and pricing offered was deemed fair and reasonable.

An Executive Summary and the department's award recommendation will be sent separately to the Governing Board for review as information within the proposals is confidential until award.

The Notice of Request for Proposal was sent to 203 vendors through AZPurchasing. Fourteen (14) vendors responded with an offer and forty-seven (47) no bids were received through AZPurchasing.

Award is being recommended to Imagination Station - iStation.

Richard Foster, Senior Director Curriculum Development, will be present at the Board Meeting to answer questions regarding Early Literacy Assessment System services.

Kevin Startt, Director of Purchasing, will be present at the Board Meeting to answer questions regarding the procurement process.

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BOARD POLICY CONSIDERATIONS:

Governing Board Policy DJ-Purchasing Procedures.

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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:

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Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

X	District Budget
_____	State/Federal Funds
_____	Other
<u>Budget Cost</u>	<u>Budget Code</u>
\$300,000 per	610.550.5000.6832.5040.00000.5042
year/\$1.5M for 5	
years	

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

Date 6/2/17

I certify that funds for this expenditure in the amount of \$1.3M are available and may be:

X Authorized from current year budget


Authorized with School Board approval

Code: Fund:

INITIATOR(S):

Diana Kerfoot, Purchasing Manager	06/02/17	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
 <a href="#">Confidentiality Statement</a>