



MEETING OF: June 13, 2017

TITLE: Approval of Request for Proposals (RFP) 18-10-20 – Tutoring Services

ITEM #: 21

Information:

Study:

Action: X

PURPOSE:

It is the intention of Tucson Unified School District to procure as needed Tutoring Services for identified students. The District intends to award this contract starting in fiscal year 2017-2018 (7/1/2017-6/30/2018), with the possibility of two (2) annual renewals, for a total contract period not to exceed three (3) years, June 30, 2020.

DESCRIPTION AND JUSTIFICATION:

This RFP is being issued by TUSD on behalf of the Strategic Alliance of Volume Expenditures (SAVE). While the RFP is for TUSD, other SAVE Districts and public entities have expressed interest in using, and are authorized to use the resulting contracts.

RFP 18-10-20 was posted to www.azpurchasing.org TUSD's official bid board and advertised in The Daily Territorial. Notice was sent to three-hundred fifteen (315) vendors, TUSD received seven (7) proposals and seventy-six (76) "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 as well as committee members from surrounding Districts. Estimated TUSD expenditures are \$850,000 per year; estimated expenditures for the full term of the contract are \$2.55 million.

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

Catapult Learning
Martin Porres
Studentnest, Inc.

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

Lynn Strizich, Federal Program Coordinator will be present to answer questions regarding these services.

Kevin Startt, Director of Purchasing, 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:

X	District Budget
X	State/Federal Funds
X	Other
<u>Budget Cost</u>	<u>Budget Code</u>
\$850,000/year	118.100.1000.6321.5094.2003.5094
\$2.55M for 3 years	

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

Date _____

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

Authorized from current year budget _____


Authorized with School Board approval _____

Code: _____ Fund: _____

INITIATOR(S):

Jacqueline Posey, Procurement Agent		5/25/17
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:	
Click to download	
 Confidentiality Statement	

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM CONTINUATION SHEET