

## EXECUTIVE SUMMARY

### Recommendation of \$500,000 or Greater FY21-005 – Professional Development Services for Private Schools

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#### **Introduction**

##### **Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the recommendation to award Request for Proposal (RFP) FY21-005 – Professional Development Services for Private Schools for a period of three (3) years from July 1, 2020 through June 30, 2023, with two (2) one (1) year renewal options. This RFP will replace the current RFP 15-045V –Professional Development Services for Private Schools that will expire on June 30, 2020. This RFP will provide a wide range of professional development services to all Broward County private schools that have applied for services from the District under provisions of Title II, Part A, Teacher, and Principal Training and Recruiting Funds.

Due to the COVID-19, the spending authority being requested is \$325,000, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the RFP will be requested in a future date.

#### **Goods/Services Description**

##### **Responsible: Exceptional Student Learning Support (ESLS)**

The Teacher Professional and Learning and Growth Department is the Florida Department of Education's (FDOE) contact for the Title II, Part A grant. Title II, Part A – Teacher and Principal Training, and Recruiting Funds is an entitlement grant. The overall purpose of Title II, Part A grant is to increase student achievement through strategies, such as improving teacher and principal quality; increasing the number of highly qualified and/or infield and effective teachers in the classroom; and highly effective principals and assistant principals in schools.

This RFP provides professional development services to Broward County eligible private schools who have applied for services from the District under the provisions of Title 11, Part A grant, supporting effective instruction. The goal of this RFP is to improve teaching and to learn through sustained and intensive high-quality professional development activities in the core academic subjects. The focus should be on the needs of the educator and best practices in education. The professional development would support school improvement, increase the effectiveness of school leaders and teachers, safety, and security, social-emotional learning, and ultimately increase student learning and academic success.

Each professional development course will be uniquely tailored to the service(s) requested. The services may include local event-like professional development consisting of one (1) or two (2) day offerings; on school-site services such as coaching and/or modeling; webinars; online professional development courses; and in some instances, access to college courses. Awardee(s) shall be responsible for the reporting of all activities, which will include the type of service provided, location, and the number of participants.

Broward County Public Schools (BCPS) is the Local Educational Agency (LEA) for the Title II, Part A grant. The FDOE provides LEAs and grant contracts with the Federal guidelines and regulations that must be followed regarding non-public school's equitable participation in funding opportunities. Eligible private schools have equal access to Title II, Part A funds, just as traditional and charter public schools.

An equitable allocation of funds, as per Title II, Part A grant guidelines, is carefully calculated based on a formula that considers student enrollment, the total allocation of funds, administrative costs, and indirect costs. Any unused allotted funds are required to be rolled over to the next fiscal year and reserved for private schools' use of approved professional development activities.

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Each year, a private school consultation meeting is conducted, and all eligible private schools are invited to attend. It is the responsibility of the private school to register with the FDOE. A list of registered schools is accessed by the District's Grants Department. The private schools must submit written documentation as intent to participate in a federal program and verification of eligibility to the District's Grants Department. Title II, Part A, is an example of such a federal program.

The Archdiocese of Miami (Broward County Catholic Schools only) has elected and intends to use a third-party provider of professional development services for the professional learning provided to their teachers and administrators based on their needs assessment. Broward County Public Schools is required to accept the Archdiocese of Miami's request for a third-party provider if it is determined by the LEA that the needs of the private schools cannot be met with BCPS professional development activities.

This RFP will provide all Broward County eligible non-public schools the opportunity to request professional development services from one (1) of the three (3) approved vendors if the District does not provide professional learning.

**Procurement Method**  
**Responsible: PWS**

The procurement method chosen is through a competitive solicitation, which is required by Purchasing Policy 3320, Part II, Rule D, and Florida Administrative Code 6A-1.012(7).

This solicitation was released to the public from January 15, 2020 through February 13, 2020, where three twenty-nine (329) vendors were notified, forty-one (41) vendors downloaded the RFP documentation. Nine (9) vendors responded to the RFP and submitted proposals. None of the proposals received were rejected.

The evaluation meeting was held on March 11, 2020, and the committee members consisted of:

- Dr. Fabian Cone – Director, Teacher Professional Learning and Growth
- Jodi Washington – Supervisor Teacher Development - Teacher Professional Learning and Growth
- Kimberly Richardson-Barber – Specialist - Teacher Professional Learning and Growth
- Dorina Varsamis – Teacher Staff Developer - Teacher Professional Learning and Growth

In accordance with Section 5.0, evaluation of proposals and the Evaluation Committee, it is recommended that three (3) Proposers be recommended for award. These proposers will provide private schools with a choice of vendors to choose from for professional development services. These proposers have complied with the terms, conditions, and specifications of the RFP. It is recommended that the award be made to the following proposers listed below:

- Catapult Learning, LLC
- Learn-It Systems, LLC
- Performance Management Services, LLC

The Affirmative Procurement Initiative implemented by the Supplier Diversity Outreach Program in this solicitation is the Small Business Enterprise Evaluation Preference for Prime Bidders (all SBBC Certified S/M/WBEs are considered SBEs).

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**Financial Impact**  
**Responsible: PWS & CSHC**

Due to the COVID-19, the spending authority being requested is \$325,000, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the RFP will be requested in a future date.

The total spending authority estimated for the contract period is \$974,593, as calculated below:

Projected Avenue Monthly Expenditures	\$ 27,072
Number of Months	36
Estimated forecasted spend	\$ 974,593
Estimated forecasted spend for twelve (12) months	\$ 324,864
<b>Total Forecasted Spend (rounded)</b>	<b>\$ 325,000</b>

The funding source will come from Title II, Part A. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.