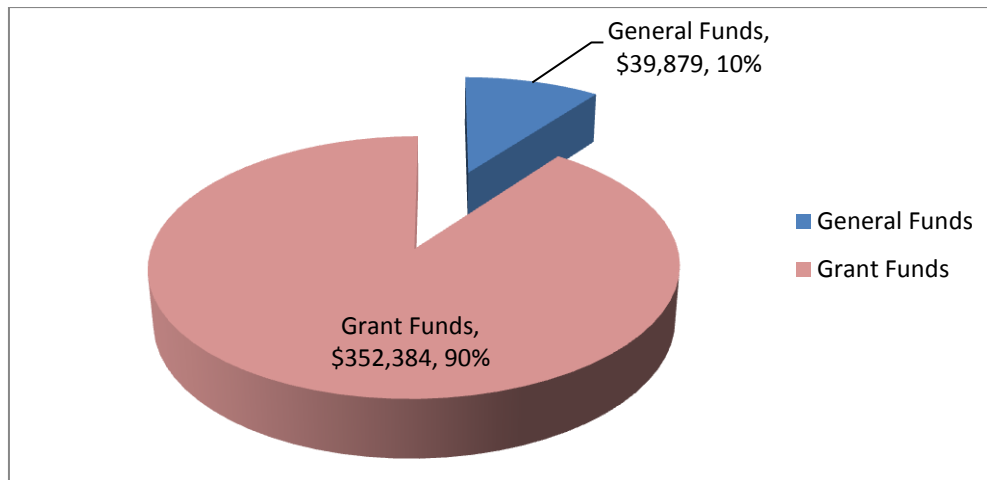


Rationale for Agenda Request EE-4
Additional Recommendation
RFP 10-080N – Research and Program Evaluation Consultant Services

Prior RFP: The previous Research and Program Evaluation Consultant Services RFP (27-112N) was approved with a spending authority of \$750,000 for a 3-year term. However, due to a downturn in spending resulting from fewer required grant-funded and District evaluations during the 3-year term, only \$254,000 was spent towards RFP 27-112N. As a result of this spending level, RFP 10-080N was initially approved with a spending authority of \$400,000 for the 5-year term, beginning on April 23, 2010.

Current Request: RFP 10-080N has experienced higher than expected grant-funded evaluations to date. With 16 months remaining in the term of the RFP, the current spending authority has reached \$392,263 as shown in the chart and table below. As a result, it is recommended that the spending authority be increased so District departments may continue to hire approved consultants to conduct mandatory grant-funded and District evaluations through the end of the term of the RFP on June 30, 2015.



Type	Sponsoring Dept.	Project	Vendor	Amount	Date
General	STEM	Digital 5 Evaluation	Metis Associates	\$ 39,879	10/4/13
Grant	College & Career	Smaller Learning Communities Evaluation	Dr. Jianping Shen	\$ 17,000	7/29/10
Grant	ESOL	Title III, 2011-12 Program Evaluation	Alice Meshbane	\$ 10,800	6/11/12
Grant	CTACE Community Ed	21st Century Learning Centers Evaluation	Biscayne Research	\$ 31,350	3/9/11
Grant	CTACE Community Ed	21st Century Learning Centers Evaluation	Biscayne Research	\$ 25,350	6/22/11
Grant	CTACE Community Ed	21st Century Learning Centers Evaluation	Biscayne Research	\$ 18,300	4/22/13
Grant	CTACE Community Ed	21st Century Learning Centers Evaluation	Biscayne Research	\$ 24,384	10/10/13
Grant	Prevention Programs	Project Bridge Evaluation	Dr. C H Lacey	\$ 75,000	2/12/11
Grant	ESOL	Title III, 2011-12 Program Evaluation	Dr. Alice Meshbane	\$ 10,800	10/24/13
Grant	Innovative Programs	MSAP Grant Evaluation (STEM Project)	Metis Associates	\$ 21,600	10/23/13
Grant	Instruction & Intervention	Teaching American History Grant	Dr. Jianping Shen	\$ 1,300	10/5/12
Grant	Instruction & Intervention	Teaching American History Evaluation	Dr. Jianping Shen	\$ 23,750	4/16/13
Grant	Prevention Programs	HIV/AIDS Program Evaluation	Dr. C H Lacey	\$ 65,000	1/9/13
Grant	Student Services	2012 Grant Performance Report (DOE)	Dr. Rosanne Belsito	\$ 7,750	12/13/12
Grant	Student Services	Mentoring Tomorrows Leaders Evaluation	Armatt Enterprises	\$ 10,000	4/28/11
Grant	Student Services	Mentoring Tomorrows Leaders Evaluation	Armatt Enterprises	\$ 10,000	3/22/12
Current Total				\$ 392,263	

Rationale for Agenda Request EE-4
Additional Recommendation
RFP 10-080N – Research and Program Evaluation Consultant Services

Anticipated Projects: With the District receiving new grant awards continuously, it is difficult to accurately forecast potential evaluations that may be required in the next 16 months. However, *current estimates* have reached \$467,216 in new projects that would hire external evaluators to conduct mandatory grant-funded and District evaluations through RFP 10-080N. The evaluations identified are shown in the table below.

Type	Sponsoring Dept.	Project	Vendor	Amount	Percent
General	STEM	Digital 5/6/9 Evaluation	Metis Associates	\$60,000	12.9%
General	BASCC	Principal Performance Bonus	Metis Associates	\$10,416	2.2%
General	Innovative Programs	SSOS	Metis Associates	\$20,000	4.3%
General	Innovative Programs	Magnet Programs Evaluation	Metis Associates	\$93,000	19.9%
Grant	Innovative Programs	Single Gender Evaluation	Metis Associates	\$48,000	10.3%
Grant	Innovative Programs	Sprouting STEM Evaluation	Metis Associates	\$130,000	27.8%
Grant	Innovative Programs	Growing STEM Evaluation	Metis Associates	\$65,000	13.9%
			Metis Assoc. Total	\$426,416	91.3%
Grant	ESOL	Title III, 2011-12 Program	Dr. Alice Meshbane	\$10,800	2.3%
Grant	Student Services	Mentoring Tomorrows Leaders	Armatt Enterprises	\$10,000	2.1%
Grant	CTACE Community Ed	21st CCLC Evaluation	Biscayne Research	\$20,000	4.3%
			Estimated Total	\$467,216	100.0%

Upcoming Changes in District Processes: After internal review of the District’s practice for engaging Research and Program Evaluation Consultant Services, a new, seven-step process has been put in place to ensure that the District solicits and secures the best evaluator from the broad consultant pool.

Step 1: Sponsoring Departments from the District will contact the Student Assessment and Research department to identify need for an external evaluator.

Step 2: Sponsoring Departments will collaborate with Student Assessment and Research department to establish the scope of the project/program evaluation.

Step 3: Student Assessment and Research will identify three vendors from the approved pool of consultants that best match the identified evaluation needs.

Step 4: Supply Management & Logistics will solicit proposals from the three vendors recommended by Student Assessment and Research department.

Step 5: Supply Management & Logistics along with Student Assessment and Research will ensure that the lowest bidder meeting all the evaluation needs of the project/program is selected.

Step 6: Student Assessment and Research will seek and receive a monthly report of requisitions against the Research and Program Evaluation Consultant Services RFP from Supply Management & Logistics to monitor projected evaluation expenses against the RFP spending authority.

Step 7: The external Research and Evaluation Consultant will be paid only after Student Assessment and Research along with the Sponsoring Department has reviewed and ensured that the final evaluation products meet the highest research and evaluation standards.