

Board Meeting Date:	February 6, 2017
Solicitation No.:	RFP 17-026RL
Description:	<p>Communities in Schools (CISH) - Student Support Services:</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the procurement of Student Support Services, Professional Mentoring, and Case Management Wrap Around Services.</p> <p><u>Summary</u></p> <p>Communities in Schools of Houston (CISH) has served at-risk students in the Greater Houston Area since 1979. CISH is a campus-based, nonprofit organization providing direct services and resources to under-served children with unmet needs. The CISH staff members assigned to the FBISD school will support improved student outcomes by helping to address student needs at school, as well as needs beyond the school walls by coordinating efforts to help students and their parents obtain services related to, but not limited to, social and emotional support, financial needs, and parent training. By expanding the community of support, CISH serves as a partner with FBISD to inspire and equip students with the skills needed to reach their full potential.</p> <p>CISH will provide the following:</p> <ul style="list-style-type: none"> • Supervision, oversight, and background clearance of a Case Manager and Project Manager • Guidance and Counseling services • Academic Support • Health and Human Services • College and Career awareness and tutorial activities • Cultural enrichment activities • Parent involvement activities • Summer programs <p>FBISD will provide:</p> <ul style="list-style-type: none"> • Building use at designated campuses • Access to student records as permitted by law • Compensation for services <p><u>Background</u></p> <p>Communities in Schools of Houston (CISH) began providing services to Christa McAuliffe Middle School in the 2015 academic school year. The original contract included a staff of</p>

one serving as a case manager. Based on a needs assessment and campus planning document, we have sought to expand services which will provide a staff of two, including a Case Manager and a Project Manager.

In 2015, CISH services were contracted under the sole source provision. Staff has since issued a Request for Proposal (RFP 17-026RL) to obtain the best value for the District.

The 2015-16 expenditures were \$49,900.

The 2016-17 annual fee will be \$96,860, payable in quarterly installments of \$24,215 each, and are included in the budget. The fee in 2016-17 is lower due to FBISD using one CISH staff member for a portion of the year and increasing the count to two staff members for the remainder of the contracted year. Going forward, the cost for services in each renewal year for two CISH staff members will not exceed \$124,360, payable in quarterly installments of \$31,090.

Requested By: Diana Sayavedra, Chief of Instructional Support

Vendor: Communities In Schools Houston

Budget Sources: General Funds, Title I Funds

Amount: \$96,860 for 2016-17 and \$124,360 for future years

Other Supporting Information

Number of vendors contacted by Purchasing: 5

Number of vendors contacted by FBISD Notification System: 3,496

Number of vendors downloaded the solicitation: 183

Number of responses received: 9

Number of "no bid" responses received: 2

Length of commitment: Annual contract with four (4) renewal options

Last solicitation date: None

Supporting documents: Tabulation and Rubric

Disclosure under Board Policy CH, CV, or DBD (Local): None

Tabulation Summary

RFP 17-026RL

Student Support Services, Professional Mentoring, Wraparound Services

February 13, 2017

	Purchase Price (25 pts. max)	Reputation of the vendor and vendor's goods and services (5 pts. max)	Quality of the vendor's good and services (20 pts. max)	Extent to which the goods or services meet the district's needs (20 pts. max)	Vendor's past relationship with the district or similar size districts. (5 pts max)	Long-term cost to the district to acquire the Vendor's goods or services (5 pts. max)	Vendor's principal place or business or employs 500 people in this state (5 pts. max)	Insurance Requirements (5 pts. max)	Extent to which vendor agrees to Standard Form Agreement (10 pts. max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Communities In Schools of Houston, Inc.	25	3	18	18	5	4	5	5	10	93	1
Little Scientist Inc. dba Mad Science of Houston	22	3	12	8	5	3	5	5	10	73	2
VRJ & Associates, LLC	13	5	15	13	2	2	5	5	10	70	3
Texas Initiative Programs, Inc.	4	2	17	18	4	1	5	5	10	66	4
SchoolAlytics dba R.I.G.O.R.	16	1	11	5	2	2	5	5	10	57	5
Juanita Hines dba Regional Consulting	19	1	4	10	4	3	5	5	10	62	6
Sunbelt Staffing	10	3	10	5	3	5	3	5	5	49	7
Bryant Educational Planning & Consulting	7	2	9	5	1	2	5	0	10	41	8

Evaluation Criteria
RFP 17-026RL
Student Support Services, Professional Mentoring, Wraparound Services
February 13, 2017

Evaluation criteria: Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District’s needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	Purchase price Offer a fair reasonable price for items or services to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.	25 points
2	Reputation of the Vendor and of the Vendor’s goods or services Vendor should have a solid reputation with other ISD’s, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)	5 points
3	Quality of the vendor’s goods or services <ul style="list-style-type: none"> • service capabilities • demonstrated competence: experience, etc. • qualifications: education, certification, licenses, etc. 	20 points
4	Extent to which the goods or services meet the district’s needs	20 points
5	Vendor’s past relationship with the district	5 points
6	Long-term cost to the district to acquire the Vendor’s goods or services Warranty, setup fee; maintenance or other fees	5 points
7	Vendor’s principal place of business is in the state of Texas, or employs 500 people in this state	5 points
8	Insurance requirements: A copy of the Certificate of Liability Insurance should be in your proposal.	5 points
9	Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By signing the Agreement , you assent to the Terms and Conditions of Fort Bend ISD	10 points
10	HUB the impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses	0 points
	TOTAL	100 points