

OFFICE OF INSTRUCTIONAL ENHANCEMENT AND INTERNAL OPERATIONS
Summary of State Board of Education Agenda Items
September 15-16, 2011

OFFICE OF SPECIAL EDUCATION

17. Approval to contract with Evergreen Educational Consulting, L.L.C. as the project evaluator for the State Personnel Development Grant, also known as REACH-MS, as required by the U.S. Department of Education

Awarded Contractor: Evergreen Educational Consulting, L.L.C.
Jericho, Vermont

Scope of Project: The project evaluation will focus on the achievement of the specific project goals and objectives, the fidelity or integrity of implementation, and ultimately whether improved educational outcomes for children and youth with disabilities resulted as measured by the USDOE's performance indicators.

The contractor will provide the following:

- Develop data tracking systems and instruments
- Collect, analyze, and report formative data through interim reports to project management
- Attend required OSEP meetings and REACH-MS staff meetings to develop evaluative methods and provide formative feedback
- Conduct on-site reviews of at least three (3) sites across the three (3) regions in Years two (2) and four (4), including assessment of school climate and staff satisfaction
- Develop OSEP-required annual Continuation and Final Reports
- Provide all reports in an editable format so that the State can suppress small numbers to protect identity when publicly reporting the data.
- Use all reasonable practices and security procedures necessary to protect all electronic data.

Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Contract: October 18, 2011 – June 30, 2012
(Renewal of contract for years two through five will be determined annually and shall be contingent upon successful completion of the preceding year's contract and availability of funds.)
- Total Amount to be Awarded: \$52,500
- Method of Award: Request for Proposals
- Funding Source: Federal funds

Summary of Selection Process:

A competitive selection process was utilized to award this contract.

Scoring Criteria:

- A. Qualifications
- B. Plan for Performing the Required Services
- C. Budget

Recommendation: Approval