



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 4

Agenda Date: September 5, 2023

In Control: San Antonio Early Childhood Education Municipal Development Corporation Meeting

DEPARTMENT: Pre-K 4 SA

DEPARTMENT HEAD: Dr. Sarah Baray

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Bella Mattina Professional Services Agreement

SUMMARY:

This item includes a briefing and Board approval to negotiate and execute a contract with the Bella Mattina, LLC, to provide professional development services for Pre-K 4 SA for two years, with one, two-year option to renew for a total contract value not to exceed \$276,087.75.

BACKGROUND INFORMATION:

Launched in 2019, the San Antonio Shared Services Alliance (SA-SSA) includes 57 member organizations committed to the shared goal of reducing costs while increasing quality of services for children and families and wages for educators. The alliance currently provides both pedagogical and business coaching, support for automation, CDA credentialing, staff retention incentives, and a substitute pool. As a part of its recent expansion, Pre-K 4 SA identified a need to

provide specialized administrative leadership training to the Child Development Center (CDC) Directors participating in the SSA specifically focused on pedagogical and business best-practices, as well as training for the Pre-K 4 SA Professional Learning Specialists supporting CDC administrators.

On December 7, 2022, Pre-K 4 SA entered into a professional services agreement with Bella Mattina, LLC, for a term ending on March 31, 2023, and for a total contract value not to exceed \$46,213.00 to provide training sessions and material needs for (1) a training on the Whole Leadership Framework for Administrators in early childhood education and (2) a training for Coaching Administrators in early childhood education on the Whole Leadership Framework. Spring cohorts included 29 participants, which consists of 21 CDC directors and 8 Professional Learning Specialists.

Over the course of the program, a need for additional training was identified. This contract would provide for on-going sessions.

ISSUE:

This agreement with Bella Mattina provides ongoing administrative leadership training for SSA members.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with five (5) evaluation preference points. No subcontracting goal was established.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to professional service contracts, so no preference was applied to this contract.

FISCAL IMPACT:

This item includes a briefing and Board approval to negotiate and execute a contract with the Bella Mattina, LLC, to provide professional development services for Pre-K 4 SA for two years, with one, two-year option to renew for a total contract value not to exceed \$276,087.75.

Funds are budgeted and available within the Pre-K 4 SA Operating Fund. Future contract year funds are contingent upon approval of the annual operating budget by the Corporation's Board of Directors.

ALTERNATIVES:

Should this contract not be approved by the Board, Pre-K 4 SA will have to discontinue administrative leadership training for the Shared Services Alliance members until a new contract has been approved and initiated.

RECOMMENDATION:

Staff recommends Board approval to negotiate and execute a contract with the Bella Mattina, LLC., to provide professional development services for Pre-K 4 SA for two years, with one, two-year options to renew for a total contract value not to exceed \$276,087.75.

This contract is procured by means of Request for Competitive Sealed Proposals (RFCSP) and Contract Disclosure Form is attached.