



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 7

Agenda Date: November 8, 2021

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:

Westat Program Evaluation Contract Approval (Extension)

SUMMARY:

This item requests Board action to approve an amendment to the Westat independent evaluation contract, extending the term of the contract to November 30, 2024, with two one-year renewal options, for a total contract not to exceed \$3,450,456.

BACKGROUND INFORMATION:

Since its initial program authorization, Pre-K 4 SA has demonstrated a commitment to a results-driven approach through its use of independent research evaluations. In 2013, Pre-K 4 SA issued a Request for Proposals (RFP) for an independent program evaluation, resulting in Westat (formerly Edvance Research) being awarded a contract for an initial five-year term, with one three-year renewal option. The Board exercised its three-year option to renew in 2018, and

approved a one-year, no cost extension in 2021. These amendments, in conjunction with the original contract value, have brought the total contract value to \$2,283,313.

In May 2021, Pre-K 4 SA issued an RFP for independent program evaluation services. After only a single proposal was received, and determined not to be satisfactory, the RFP was cancelled.

The current contract is scheduled to expire on November 30, 2021. This amendment would extend the contract through November 30, 2024 with two one-year renewal options. Extending the contract will ensure Pre-K 4 SA has uninterrupted evaluation services and allow Westat to continue providing evaluation services.

ISSUE:

This item requests Board action to approve an amendment to the Westat independent evaluation contract, extending the term of the contract through November 30, 2024, with two one-year renewal options, and increasing the total contract value by \$1,167,143, to not exceed \$3,450,456.

The cost summary is as follows:

- i. Base Year 1 - \$245,348
- ii. Base Year 2 - \$239,001
- iii. Base Year 3 - \$240,157
- iv. Optional Year 1 - \$242,181
- v. Optional Year 2 - \$200,456

FISCAL IMPACT:

This item approves an amendment to the Westat independent evaluation contract, extending the term of the contract through November 30, 2024, with two one-year renewal options, and adding \$1,167,143.00, for a total contract not to exceed \$3,450,456. Funds are subject to appropriation during the annual budget process within Pre-K 4 SA's Operating Fund as approved by the Board of Directors.

ALTERNATIVES:

If the Board does not approve the contract amendment, staff would need to develop an alternate process for evaluating key features of the program in its current form.

RECOMMENDATION:

Staff recommends for the Board to approve an amendment to the Westat independent evaluation contract, extending the term of the contract through November 30, 2024 with two one-year renewal options, and adding \$1,167,143.00, for a total contract not to exceed \$3,450,456.

