



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 4

Agenda Date: November 1, 2022

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 Contract Amendment

SUMMARY:

This item requests Board action to approve an amendment to the Westat independent evaluation contract, expanding the scope of services to include a 2-year evaluation of the Shared Services Alliance and increasing the contract value to a total not to exceed \$3,837,361.

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

four month, no cost extension in 2021. These amendments, in conjunction with the original contract value, 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.

On November 8, 2021 the current contract was amended to extend the contract through November 30, 2024 with two one-year renewal options. Since then, Pre-K 4 SA has been awarded a \$1.5 million grant to expand the San Antonio Shared Services Alliance. As a part of this work, Pre-K 4 Sa committed to evaluating the program in order to accurately capture program outcomes. This amendment would change the scope of the current contract to allow for evaluation of the Shared Services Alliance, and increase the current contract value from \$3,450,456 to a total not to exceed \$3,837,361.

ISSUE:

This item requests Board action to approve an amendment to the Westat independent evaluation contract, expanding the scope of services to include a 2-year evaluation of the Shared Services Alliance and increasing the contract value to a total not to exceed \$3,837,361.

The cost summary is as follows:

Shared Services Evaluation Budget by Year

1. Budget Year 1 \$204,146
2. Budget Year 2 \$182,759
3. Total \$386,905

FISCAL IMPACT:

This item approves an amendment to the Westat independent evaluation contract, expanding the scope of services to include a 2-year evaluation of the Shared Services Alliance and increasing the contract value to a total not to exceed \$3,837,361. 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 the Shared Services program.

RECOMMENDATION:

Pre-K 4 SA staff recommends the Board approve an amendment to the Westat independent evaluation contract, expanding the scope of services to include a 2-year evaluation of the Shared Services Alliance and increasing the contract value to a total not to exceed \$3,837,361.