



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 3

**Agenda Date:** Invalid date

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

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**DEPARTMENT:** Pre-K 4 SA

**DEPARTMENT HEAD:** Dr. Sarah Baray

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Approval of Speech Services Contract for Pre-K 4 SA

**SUMMARY:**

This item requests Board approval of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one-year options to renew for a total contract value not to exceed \$625,000.

**BACKGROUND INFORMATION:**

Pre-K 4 SA provides high-quality prekindergarten education to 2,000 children per academic year, with 500 children enrolled at each of the four Pre-K 4 SA Education Centers. Special education services are provided to eligible children through the local school district. Pre-K 4 SA works in partnership with school districts to identify children who may qualify for special education services and to determine the most appropriate and least restrictive educational environment. Research

shows that children with disabilities who attend prekindergarten in inclusive environments demonstrate gains in social skills, language development, and cognition. Furthermore, integrating children with disabilities into prekindergarten classes can also improve the educational experiences for all children in the classrooms.

As a courtesy, Pre-K 4 SA provides on-site speech therapy services for eligible children through an external vendor. Pre-K 4 SA contracted with Assessment Intervention Management (AIM) in October 2013 for an amount not to exceed \$50,000 for an initial two-year term with three additional one-year options to renew. The contract was amended in April 2015 to increase the contract value to an amount not to exceed \$180,000. In August 2018, following expiration of the existing contract, Pre-K 4 SA requested proposals and qualifications from speech-language pathologists for a new agreement to provide speech therapy services. The Board approved a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one-year options to renew for a total contract value not to exceed \$600,000. This contract expires on June 30, 2023.

Pre-K 4 SA worked in coordination with the City's Finance Department, Procurement Division (Procurement) to develop a Request for Proposals (RFP) inviting qualified individuals and/or firms for speech-language pathologists to conduct speech screeners, support our Response-to-Intervention (RtI) process, and to provide speech therapy services for students eligible for special education that are attending Pre-K 4 SA Education Centers. The City issued a Request for Proposals for Speech Services on November 9, 2022, with a submission deadline of December 14, 2022. Three (3) proposals were received and deemed responsive to move forward to evaluation.

The Finance Department, Procurement Division facilitated the process by ensuring compliance with City's procurement policies and procedures. The proposals were evaluated based on the firm's experience, background, qualifications and proposed plan. The evaluation of each proposal response was based on a total of 100 points; 30 points allotted for experience, background and qualifications; 30 points allotted for proposed plan; 15 points allotted for respondent's price schedule. A total of 10 points was allotted for the Small Business Economic Development Advocacy (SBEDA) SBE (5 points) and M/WBE (5 points) Prime Contract Program. Up to 10 points were allotted for Local Preference Program (LPP) and 5 points were allotted for Veteran-Owned Small Business Preference Program (VOSBPP).

The evaluation committee met to review, discuss, and score all proposals on January 26, 2022. The committee recommended awarding the contract to the top-ranked respondent, Assessment Intervention Management (AIM).

The initial term of this agreement shall begin July 1, 2023 through June 30, 2026. At Pre-K 4 SA's option, this contract may be renewed for two (2) additional, one (1) year period(s) and shall be authorized by this action.

#### **ISSUE:**

This contract with AIM will provide for continuation of on-site speech therapy services for students eligible for special education that are attending Pre-K 4 SA Education Centers. The

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 ten (10) evaluation preference points awarded to AIM as they are a certified SBE and M/WBE firm located within the San Antonio Metropolitan Statistical Area.

#### **FISCAL IMPACT:**

**This action authorizes acceptance of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one-year options to renew for a total contract value not to exceed \$625,000.**

**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 accepted, Pre-K 4 SA will not be able to provide speech services for children with IEPs as is required by the program MOU.

#### **RECOMMENDATION:**

Staff recommends Board approval of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one-year options to renew for a total contract value not to exceed \$625,000.