



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 5

Agenda Date: Invalid date

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 Contract Amendment

SUMMARY:

This item requests Board action to approve an amendment to the professional services agreement with Bella Mattina, LLC, extending the term of the agreement to June 30, 2023, and increasing the total contract value to \$68,274.00.

BACKGROUND INFORMATION:

Launched in 2019, the San Antonio Shared Services Alliance (SA-SSA) includes 57 child development center members committed to the shared goal of increasing quality of services for children and families. The alliance currently provides both pedagogical and business coaching, support for automation, teacher credentialing, staff retention incentives, and a substitute pool for members. As a part of its recent expansion, Pre-K 4 SA identified a need to provide specialized

administrative leadership training to child development center directors participating in the SSA, specifically focused on pedagogical and business best practices. This also includes training for the Pre-K 4 SA Professional Learning Specialists working to support child development center 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 Framework for Administrators in Early Childhood Education on Whole Leadership and (2) a training for Coaching Administrators in Early Childhood Education on Whole Leadership. The Spring Cohort for the program includes 30 participants, including 22 child development center Directors and 8 Pre-K 4 SA Professional Learning Specialists.

Over the course of the program, a need for additional training was identified to finish out the Spring Cohort. The proposed amended scope adds the Coaching for Change: Leadership Essentials training, which includes 3 full-day content sessions, 1.5 Training-for-Trainer debriefing sessions, and one 90-minute virtual professional learning community for coaches.

ISSUE:

Pre-K 4 SA is in the process of developing and releasing an RFP for ongoing administrative leadership training for SSA members and plans to bring the long-term contract to the Board for approval in the fall. However, the additional scope of services needed to complete the training for the current Spring cohort necessitate an amendment to the existing agreement with Bella Mattina, LLC.

FISCAL IMPACT:

This item seeks Board approval of an amendment to the professional services agreement with Bella Mattina, LLC, extending the term of the agreement to June 30, 2023, and increasing the contract value to \$68,274.00.

Funds are budgeted and available within the Pre-K 4 SA Operating Fund.

ALTERNATIVES:

Should this amendment 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 of an amendment to the professional services agreement with Bella Mattina, LLC, extending the term of the agreement to June 30, 2023, and increasing the contract value to \$68,274.00.

