

Award Justification Statement

Solicitation #NS27-6

Instructional Coaching Services for Green River High School RFP

I. Result

Overall, the evaluation committee determined that the proposal response submitted by Marcy Vetere provides the best value to ECSD as the highest scoring, responsive and responsible offeror and will be awarded the contract for ECSD Instructional Coaching Services for GRHS.

II. Evaluation Process

A request for proposals (RFP) was issued by the State to select a vendor to provide Instructional Services. Pursuant to Utah Code § 63G-6a-701, the RFP process was used because criteria other than cost were considered important in determining which vendor's proposal provides the best value to the ECSD.

Proposals were evaluated in accordance with Part 7 of the Utah Procurement Code by an Evaluation Committee comprised of subject matter experts from the ECSD and GRHS staff and community members. A representative from the Division of State Purchasing was consulted throughout the process to ensure Procurement Code compliance but was not a voting member of the Evaluation Committee.

Stage 1 Initial Review/Mandatory Minimum Requirements

This RFP received 1 response. Following evaluation of Stage 1 Initial Review/Mandatory Minimum Requirements offeror passed Stage 1 and was advanced to Stage 2, Written Technical Proposal Evaluation.

Stage 2 Technical Proposal Evaluation

Stage 2 final average scores determined by the evaluation committee for each technical criteria category can be found in Attachment A.

III. Cost Evaluation

The Offeror with the lowest total cost received 30, or 100% of the total cost points. All other offerors will receive a portion of the total cost points based on what percentage higher their Proposed Price is than the Lowest Proposed Price. The formula to compute the points is: Cost Points x (Lowest Proposed/Proposed Price). The cost and cost points for offerors that made it to Cost Evaluation can be found in Attachment A.

With only one response, the cost was evaluated by ECSD to be fair and reasonable and supports the limits indicated in the RFP (Section III, Item 4) and does not exceed the allowed annual amount.

IV. Conclusion

This RFP was conducted as a single contract award to the responsive and responsible Offeror with the highest total score. Of a possible 100 points for both scoreable criteria and cost, Marcy Vetere scored 95 points. Based on the justifications outlined above, it is the opinion of the State Evaluation Committee that award of a contract to Marcy Vetere provides the best value to the State.

Attachment A

GRHS INSTRUCTIONAL COACH SCORE SHEET	
STAGE 1: MINIMUM MANDATORY REQUIREMENTS	
PASS/FAIL CRITERIA	VENDOR A
Current Utah Educator License	PASS
Minimum five years successful classroom teaching experience	PASS
Demonstrated expertise in instructional best practices	PASS
Experience leading professional development	PASS
Experience with PLCs	PASS
Strong Communication and collaboration skills	PASS
Preferred Skills: School Improvement	PASS
Teacher Clarity	PASS
Mastery Learning and Grading	PASS
Instructional Coaching	PASS
STAGE 2: TECHNICAL PROPOSAL	
	VENDOR A
Qualifications and Experience (30 Points)	30.00
Instructional Coaching Experience (20 Points)	15.00
Understanding of School Improvement and Proposal Quality (20 Points)	20.00
TOTAL TECHNICAL SCORE	65.00
STAGE 3: COST EVALUATION	
	VENDOR A
Stage 3: Cost Evaluation (30 with lowest bidder receiving the max)	30
SUMMARY OF SCORES	
	VENDOR A
TECHNICAL PROPOSAL - Maximum of 70 points	65.00
COST EVALUATION - Maximum of 30 points	30.00
GRAND TOTAL POINTS - 100 possible	95.00