

Sonia E. Díaz, Ed.D., Deputy Superintendent  
Curriculum and Instruction

**SUBJECT:           REQUEST AUTHORIZATION FOR THE SUPERINTENDENT TO  
ISSUE A REQUEST FOR PROPOSALS FOR MENTAL HEALTH  
AGENCIES TO PROVIDE COUNSELING SERVICES IN 20  
PROGRAMS WITH SELF-CONTAINED CLASSES FOR  
EMOTIONALLY HANDICAPPED (EH) STUDENTS, EFFECTIVE  
JULY 1, 2005 THROUGH JUNE 30, 2006**

**COMMITTEE:       INSTRUCTIONAL EXCELLENCE & COMMUNITY ENGAGEMENT**

Authorization is requested for the Superintendent to issue a Request for Proposals (RFP) for mental health professionals/agencies to continue the provision of counseling services in 20 programs for the education of emotionally handicapped students for whom such services have been identified as necessary to access and benefit from school-based education, effective July 1, 2005 through June 30, 2006. The RFP will seek agencies to provide mental health counseling services for students with disabilities as determined necessary by their Individual Educational Plan (IEPs). It is proposed that once this contract is awarded, an option be included to renew the contract for a maximum of two additional one-year periods. This District has been contracting for these services since 1992.

Estimated hours of services needed effective July 1, 2005 through June 30, 2006, are 15,120. The estimated cost for providing these services is \$765,000.

The selection will be made by a committee on the basis of several factors including qualifications, ability to provide bilingual services, and fee. The proposed members of the selection committee are:

- a region center instructional supervisor of ESE or designee;
- a supervisor of the Division of ESE;
- a representative of the Division of Psychological Services;
- a representative of the Superintendent's District Advisory Panel for ESE;
- a representative of the Division of Business Development and Assistance;
- a representative of the Division of Procurement and Materials Management;
- a representative of each school receiving contracted counseling services; and
- a representative of United Teachers of Dade.

The estimated timeline for implementation is as follows:

Procurement Contract Review Committee.....	January 20, 2005
Request School Board approval to issue RFP and approval of selection committee.....	February 16, 2005
Mailing of RFP.....	February 22, 2005
Opening of proposals.....	April 5, 2005
Evaluations completed by selection committee.....	April 18, 2005
Contract award .....	June 15, 2005

The appropriation for this item will be included in the Other Federal Programs Fund (Contracted Programs Fund) under Fund 0420, Function 5200, Program 3635, Object 5310, Location 9615.

Copies of the RFP will be transmitted to School Board Members under separate cover and are available for inspection by the public in the Office of the Board Recording Secretary, Room 924, and the Citizen Information Center, Room 158, 1450 NE Second Avenue, Miami, Florida 33132.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida authorize the Superintendent to:

1. issue a Request for Proposals for mental health agencies to provide mental health counseling services in 20 programs with self-contained classes for the education of emotionally handicapped students, effective July 1, 2005 through June 30, 2006; and
2. approve the selection committee to evaluate proposals submitted.

The appropriation for this item will be included in the Other Federal Programs Fund (Contracted Programs Fund).

RKF/BB/II