

Freddie Woodson, Associate Superintendent  
School Operations

**SUBJECT:           REPORT TO THE SCHOOL BOARD OF MIAMI-DADE COUNTY,  
FLORIDA, GUIDELINES FOR THE CONTRACTING AND  
EVALUATION OF OUTSIDE VENDORS WHO PROVIDE  
SERVICES THROUGH THE DISTRICT'S ALTERNATIVE  
EDUCATION PROGRAM**

**COMMITTEE:       INNOVATION, EFFICIENCY AND GOVERNMENTAL RELATIONS**

At its October 11, 2006 meeting, the School Board approved Item B-5, proffered by Ms. Perla Tabares Hantman, which directed the Superintendent to review guidelines for the contracting and evaluation of outside vendors who provide services through the District's Alternative Education program. Item B-5 identified a need for the establishment of objective criteria for the evaluation and review of contracts and providers, which set forth standards that ensure program success and satisfactory performance. It also requested that these standards include, but not be limited to, financial good standing, and in the event that there was a prior contract with the vendor, compliance with contractual provisions and District requirements, and acceptable past performance.

In response to the Board action, staff from School Operations/Alternative Education, Procurement Services, and Management and Compliance Audits, collaborated to review current guidelines, policies, and practices that govern the contracting and evaluation of outside vendors who provide services through the District's Alternative Education program. Though efforts have begun to address these issues, a plan to develop, codify, implement, and monitor enhanced guidelines for the contracting and evaluation of outside vendors who provide services through the District's Alternative Education program is underway.

It was recommended that a committee comprised of staff from School Operations/Alternative Education, Procurement Services, Management and Compliance Audits, and Data Analysis and Research Services be established to implement the following:

- Review current and establish enhanced guidelines for the contracting and evaluation of outside vendors who provide services through the District's Alternative Education program.
- Develop a new Request for Proposals for outside vendors who provide services through the District's Alternative Education program.

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- Establish new, measurable criteria for reviewing and evaluating proposals submitted by outside vendors seeking contracts to provide educational services through the District's Alternative Education program.
- Ensure that criteria include measurable outcomes that address the improvement of student learning, attendance, behavior, attitude, and retention; the fiscal management and propriety of the vendor relative to funds received from the District to provide educational services to at-risk students; compliance with contractual provisions and District requirements; and past performance, where applicable, which will be based on the evaluation of performance for contracts awarded for the 2007-2008 school year.
- Develop and implement a process to evaluate annual performance of vendors who have been contracted to provide educational services through the District's Alternative Education program that includes but is not limited to educational program reviews, financial management compliance and rating, educational facility, and student performance, attendance, and retention outcomes.

These enhanced guidelines will be incorporated into all future Request for Proposals to provide educational services to at-risk students through the District's Alternative Education program.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, receive this update regarding guidelines for the contracting and evaluation of outside vendors who provide services through the District's Alternative Education program.

FW/SG:jc