

APPENDIX V – 87

# TUCSON UNIFIED

## SCHOOL DISTRICT



### MEMO

TO: Teresa Chapman, Procurement Agent  
 FROM: Jimmy Hart, Director AASSD/APARSS  
 SUBJECT: RFP 18-67-19 Consulting Services for African-American Academic Achievement  
 DATE: February 19, 2018

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Per request of the Desegregation Fisher Plaintiffs, proposals were solicited for Tucson Unified School District (TUSD) to consult with prominent experts who can identify research-based practices that have shown to enhance the learning outcomes of African American students. The scope of work will review various desegregation unitary status plan (USP) related practices, structures, and activities conducted by the District, and provide recommendations for enhancement or improvement in one or more of the following areas, in the context of enhancing learning outcomes for African American students.

- a. Professional Development
- b. Curriculum and Instruction
- c. Family and Community Engagement
- d. Organization and Staffing
- e. Academic Achievement

The consultants will identify research-based practices that have shown to enhance the learning outcomes of African American students, develop plans for monitoring and reporting on the implementation of said practices and recommendations, and provide consultation to the District related to the reorganization of the African American Student Services Department (AASSD) to begin in the 2018-19 school year.

A committee was formed to evaluate the proposals based upon the selection criteria set forth in the original RFP. The committee was comprised of the following voting members:

- Frances Miller, Community Member
- Samuel Brown, TUSD Desegregation and Legal Department
- Jimmy Hart, TUSD Director African American, Asian Pacific American and Refugee Services

An Evaluation Process Overview was conducted followed by a Phase I evaluation meeting on February 12, 2018 to evaluate proposals received by five (5) vendors providing consulting services to school districts. Proposals were then ranked based on the criteria provided in the RFP. After reviewing the proposals, the committee reconvened on February 16, 2018 for a Phase II evaluation and talked with the top three (3) vendors by phone. Afterward, the top three (3) vendors were given an opportunity to submit Best and Final Offers (BAFOs). On February

19, 2018, the committee met to evaluate the BAFOs and provide a recommendation. Based on the rankings of the Phase II evaluation scores, Trayben & Associates offered the best overall consulting services solution to address the RFP. It is the committee's recommendation that the contract be awarded to Trayben & Associates.

Please do not hesitate to contact me with any questions @ 584-7500.

Sincerely,

A handwritten signature in black ink that reads "Jimmy Hart". The signature is written in a cursive, flowing style. Below the signature, the name "Jimmy Hart, Director" is printed in a standard black font.

Jimmy Hart, Director