

OFFICE OF INSTRUCTIONAL ENHANCEMENT AND INTERNAL OPERATIONS
Summary of State Board of Education Agenda Items
April 17-18, 2014

OFFICE OF SPECIAL EDUCATION

13. Approval to renew the contract with Evergreen Evaluation & Consulting, Inc., for Fiscal Year 2015 as the project evaluator for the State Personnel Development Grant

Awarded Vendor: Evergreen Evaluation & Consulting, Inc.
Jericho, Vermont

Scope of Project: The project evaluation for Realizing Excellence for All Children in Mississippi (REACH MS) will focus on the achievement of the specific project goals and objectives as measured by the USDOE's performance indicators for the fourth year of a five-year procurement.

REACH MS focuses primarily on supporting school-wide and district-wide implementation of Positive Behavioral Intervention and Support (PBIS) at the elementary, middle, and high school levels. REACH MS is implemented through the University of Southern Mississippi and MDE serves as the fiscal agent.

Renewal of contract for the fifth year will be determined annually and shall be contingent upon the successful completion of the preceding year's contract and the availability of funds. Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Contract Renewal: October 18, 2011 – June 30, 2015
- Cost of Current Contract: \$ 192,500
- Renewal Increase: \$ 70,000
- Total Cost of Contract Renewal: \$ 262,500
- Method of Award: Request for Proposals

Funding Source: Federal funds

Recommendation: Approval

Back-up material attached

MISSISSIPPI DEPARTMENT OF EDUCATION
Office of Special Education
Evergreen Evaluation & Consulting, Inc.

Contract History

Year	FY	Initial Projected Contract Cost	Actual Contract Cost (including modifications)
1	FY12	\$52,500	\$52,500
2	FY13	\$70,000	\$70,000
3	FY14	\$70,000	\$70,000
4	FY15	\$70,000	\$70,000
5	FY16	\$70,000	
TOTAL		\$322,500	\$262,500

**Office of Special Education
Personal and Professional Contracts
Annual Evaluation Form**

Name of Contractor: Evergreen Evaluation & Consulting Inc.					
Name Of Person Completing Evaluation: Ellen Davis Burnham		Title Of Person Completing Evaluation: Bureau Director II			
Date: April 15, 2014	Fiscal Year of Contract: FY 14	Travel: \$0.00			
Number of Contractual Days: NA	Rate: NA	Total Amount of Contract: \$70,000.00			
Scope of Work: The contractor serves as an independent evaluator with expertise in evaluating educational programs specifically for the united States Department of Education (USDOE) State Personnel Development Grant (SPDG), also known as Realizing Excellence for All Children in Mississippi (REACH-MS), as required by the USDOE.					
	Rating	1	2	3	4
1. Were contract deliverables returned within timelines established?					
a. Monitoring Reports, Activity Reports, Technical Assistance Reports, PowerPoints, Mediation Agreements, and/or other required deliverables					X
b. Were deliverables timely (EX: 6/8 were timely (75%) and 2/8 were delayed (25%))					X
c. Were deliverables acceptable within specified timeline?				X	
d. Timesheets and/or invoices				X	
e. Travel				NA	
2. Was the contractor compliant with contractual terms?					
a. Professionalism					X
b. Ethical Behavior					X
c. Confidentiality					X
d. Other				NA	
3. Accountability					
• Is productive and delivers appropriate amount of service to district.					X
• Focuses on quality and expends the necessary time and effort to help district(s) achieve the established goals.					X

34/36 = 94%

**Office of Special Education
Personal and Professional Contracts
Annual Evaluation Form**

Ratings:

4 – Exceeds Expectations – This rating requires a support services partner to fulfill all identified deliverables for the district in the focused area(s) of improvement related to the scope of work.

3 – Meets Expectations – This rating requires a support services partner who has met 90% of identified deliverables for the district in the focused area(s) of improvement related to the scope of work.

2 – Needs Improvement - This rating requires a support services partner who has met less than 90% and more than 70% of the identified deliverables for the district in the focused area(s) of improvement related to the scope of work.

1 – Unsuccessful - This rating requires a support services partner who has met less than 70% of the identified deliverables for the district in the focused area(s) of improvement related to the scope of work.