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Action

Fiscal Policy and Planning Committee

Approval of Agreement Awards Over \$150,000 for Fiscal Year 2015-16

Executive Summary: Section 610 of the Commission on Teacher Credentialing Policy Manual (Contract Authority) requires that agreements or contracts of \$150,000 or more be approved by the Commission.

Recommended Action: Staff requests a delegation of authority to the Executive Director to execute the agreement as presented in this agenda item.

Presenters: Philip Chen, Director, Fiscal and Business Services and Darren Addington, Chief Information Officer, Enterprise Technology Section

Strategic Plan Goal

II. Program Quality and Accountability

- a) Develop and maintain rigorous, meaningful, and relevant standards that drive program quality and effectiveness for the preparation of the education workforce and are responsive to the needs of California's diverse student population.

August 2015

Approval of Agreement Awards Over \$150,000 for Fiscal Year 2015-16

Introduction

This agenda item provides an update of the progress on the Strengthening and Streamlining the Accreditation system project (Accreditation Project), and a proposed contract/agreement associated with that work. Section 610 of the Commission Policy Manual¹ requires that agreements or contracts of \$150,000 or more be approved by the Commission. This item requests the Commission delegate authority to the Executive Director to enter into a contract as proposed in this agenda item.

Background

The Accreditation Project's main goal is to revise the present accreditation system to be a more streamlined, coherent system of educator preparation and program quality oversight purposefully focused on the transparent demonstration of quality outcomes. The result of this work is intended to be a seamless system of high quality educator preparation and accountability. There are four phases to this project as shown in Table 1 below:

Phase	How the Work will be Completed
1: Data Warehouse and Visualization Development	Contractor with Commission Staff
2: CASE and CTC Online Enhancements	Contractor with Commission Staff
3: Commission Website Revision	Department of Technology or Contractor with Commission Staff
4: Development of Data Dashboards	Commission Staff

Commission staff developed a Feasibility Study Report (FSR) for the Accreditation Project that was approved by the Department of Technology. The Accreditation Project has several components; one of the first major components of the project is the integration of Business Intelligence (BI) platform, the development of the data warehouse, and the creation of accreditation data visualizations. Using data visualization tools within the BI platform, information can be organized and presented intuitively in a visual or pictorial context as a way to assist users in better understanding what the data indicate. By visualizing data, users can more effectively ask and answer important questions about the Commission's data. The first year of this work is to be completed using a contractor working with Commission staff. The Commission recently released a Request for Offer (RFO), for solicitation of bids for the work. A link to the RFO is available at: www.ctc.ca.gov under Announcements. Staff is planning on

^{1/} CTC Policy Manual: <http://www.ctc.ca.gov/commission/pdf/CTCC-Policy-Manual.pdf>

enhancing the data warehouse and visualizations with new data elements as the Commission makes policy decisions on the data that should be collected over the next several years.

CASE and CTC Online Enhancements: In addition to developing the functionality listed above, the Accreditation Project also includes making some enhancements to CTC’s existing credentialing systems (CASE and CTC Online) to link these systems to the data warehouse, as needed and improve user friendliness, data quality and system security. This will ensure more accurate data for future data visualizations.

Commission Website Revision: Staff is planning to update the Commission’s website with the latest state templates to accommodate the data dashboard system and improve user friendliness. The plan in the approved FSR is for the Commission to migrate to the Web service being offered by the Department of Technology; currently that service is not ready and some of the functionality may not meet all of the Commission’s needs, so this part of the project is on hold until staff receives further information from the Department of Technology. When this part of the project begins, staff will develop an RFO for a contractor to help CTC in accomplishing this part of the project. This delay is not expected to impact the overall project timeline.

Data Dashboards: Once the work on the data warehouse and visualizations has been completed, the contractor will provide training to Commission staff in the platform such that staff will have the capacity to develop additional data dashboards. The Commission will make policy decisions as to what data elements regarding program quality should comprise the program dashboards and the staff will develop the dashboards with the data collected and stored in the warehouse.

Below is a table of the current project schedule for the data visualization creation and CASE and CTC Online enhancements components of the project.

Table 2: Tasks and Timelines	Date
1: Data Warehouse and Visualization	
Release RFO	8/24/2015
Conduct contractor Question / Answer Session	9/1/2015
Receive final bids	9/15/2015
Award contract	9/30/2015
Development, data validation and testing of the data visualizations	10/1/2015 – 6/15/2016
Year 1 Implementation of data visualizations	6/16/2016
2: CASE and CTC Online Enhancements	
Release RFO	11/12/2015
Award contract	12/10/2015
Development, testing of Enhancements	12/11/2015 – 6/27/2016
Year 1 Implementation of Enhancements	6/28/2016
Development, testing of Enhancements	6/29/2016 – 6/19/2017
Year 2 Implementation of Enhancements	6/20/2017
3: Commission Website Revision	TBD
4: Development of Data Dashboards	2016-17

Staff Recommendation

Given the costs of this contract for the Data Warehouse and Visualization component of the Accreditation Project are not to exceed \$400,000; staff requests the Commission delegate authority to the Executive Director to enter into an agreement for the Data Warehouse and Visualization work, as described by the RFO.