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Action

Fiscal Policy and Planning Committee

Approval of Agreement Awards Over \$150,000 for Fiscal Year 2008-09

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. This item presents an agreement that requires approval.

Recommended Action: Staff seeks the approval for the Executive Director to execute the agreement as presented in this agenda item.

Presenter: Crista Hill, Director, Administrative Services Division - Fiscal and Business Services Section

Strategic Plan Goal: 6

Maximize the effectiveness of the agency and its staff through the optimal use of technology, ongoing staff development and maintenance of a positive work environment

- ◆ Use technologies to support both ongoing operations and innovations designed to increase efficiency
- ◆ Communicate effectively to share information and increase productivity

October 2008

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Introduction

Section 610 of the Commission on Teacher Credential (Commission) Policy Manual (Contract Authority) requires that agreements or contracts of \$150,000 or more be approved by the Commission. This agenda item seeks approval for the Executive Director to authorize the agreement as presented in this agenda item that is in excess of \$150,000.

Background

As presented at the December 2007 Commission meeting, test development work needs to be completed in order to revise the current Reading Instruction Competence Assessment (RICA) examination so it will be aligned with the *2007 Reading/Language Arts Framework*. This work needs to be completed so a revised RICA examination will be available in fall 2009, which is when many districts will begin introducing new textbooks that reflect the new Framework. The Commission authorized the release of a Request for Proposals (RFP) to award a contract for these services. During the RFP process, Commission staff determined that possible bidders could not complete the work in a timely manner without using software, equipment, and other needed materials and procedures owned by the current RICA test administration contractor, Evaluation Systems group of Pearson. As a result, this contract will be completed as a “proprietary” contract.

Requested Action by the Commission

At this time, Commission staff seeks the Commission’s consideration and action on the Examination agreement as follows:

Commission staff is requesting approval to award a contract for the RICA test development work to Evaluation Systems group of Pearson. The total contract amount is \$409,174, which will be paid over a two-year contract award period. The RICA test development work required of the contractor entails (1) clarifying the specific test format, including the scoring structure and the types and number of test items; (2) creating or revising RICA test items; (3) field testing those items; (4) scoring the revised RICA; and (5) conducting a standard setting study to help determine a minimum passing score. The services provided are essential for the timely revision of the RICA. Upon completion of this development work the new examination will be available for administration to candidates. The new examination is scheduled to be available by the August 2009 administration.

Work under this contract will be funded from the Test Development and Administration account.

Recommendation

Commission staff seeks approval for the Executive Director to execute an agreement with the Evaluation Systems group of Pearson for the RICA test development work outlined above to be completed during the 2008-09 and 2009-10 fiscal years.

