



# Poudre School District

## MEMORANDUM

TO: Karen Wailly, Senior Procurement Agent

FROM: Jerry Garretson, Director of Facilities  
Ruben Chacon, Director of Student Services

RE: Formal Recommendation to Award RFP #20-100-001

DATE: March 11, 2020

On behalf of the Poudre School District Operations and Student Services Departments, our formal recommendation is to award RFP #20-100-001, District Wide Before and After School Child Care, to AlphaBEST Education.

Five vendors were selected to present to the PSD evaluation committee which included members of PSD Operations; Language, Culture, & Equity; Student Services; School Services; and two elementary school principals. Each of the vendors were provided with an equal amount of time to present to the evaluation committee on key aspects of their program including: curriculum offered, fees, business operations, conflict resolution, communication methods, and staff accountability.

The rationale for the formal recommendation includes the following:

- Evaluation scores from the initial proposals received in response to the RFP: AlphaBEST received the top score based on their proposal.
- Final scores from the evaluation committee: AlphaBEST was rated highly by the evaluation committee, with the committee being pleased with the curriculum and enrichment opportunities offered by the company, which focused on STEM, wellness, culture, arts & entertainment, and maker spaces.
- The evaluation committee was also pleased with the pricing available from AlphaBEST. Their proposed fee schedule will allow for a savings for families as compared with current pricing. Additionally, the pricing includes a 10% discount for siblings, 30% discount for Poudre School District employees, and additional discounts for students who qualify for free and reduced lunch.
- AlphaBEST has committed to providing a 10% revenue share with Poudre School District, with an annual guaranteed minimum of \$600,000. The evaluation committee was pleased with AlphaBEST's flexibility in allowing for revenue sharing to be put towards additional discounts for Poudre School District employees and scholarships for students and families.
- The evaluation committee was also pleased with the company's leadership team and organizational structure, which the committee felt would provide Poudre School District with highly qualified staff, a robust regional support system, and effective management that would result in a high degree of operational efficiency and communication between AlphaBEST and the District.

Please let us know if you have any questions regarding the above recommendation.