

School Administrative Unit No. 44

Introduction:

SAU 44 (Northwood School District) is seeking bids for all behavioral consult used for the term of the agreement. The number of hours of support by a Board Certified Behavior Analyst (BCBA) is based upon projected need of 15 days for the school year.

Submission Details

Sealed bids for the following will be received until, but no later than 10 a.m. on May 20th, 2022 in the office of the Superintendent of Schools, School Administrative Unit (SAU) No. 44, 23 Mountain Avenue Unit A, Northwood, NH 03261 at which time they will be opened and read.

The School Districts reserves the right to reject any and all bids if such action is deemed to be in the best interest of the School District. The District also reserves the right to cancel this Request for Proposal for any reason without any liability to any proponent or to waive irregularities at their own discretion.

Proposals may be withdrawn by written notice only provided such notice is received at the Superintendent of School Office prior to the date/time set as the closing time for receiving proposals.

Except as expressly and specifically permitted in these instructions, no proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in the RFP, and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim.

Inquiries

Clarifications of terms and conditions of the proposal shall be directed to:

Jill La Vallee, Director of Student Services

School Administrative Unit #44

23 Mountain Avenue, Unit A

Northwood, NH 03261

603-942-1290

Vendors should provide advice and recommendations based only on evidenced based interventions. The District is seeking outcome based consult from a Board Certified Behavior Analyst (BCBA) only.

Standards of Expertise/Training for BCBA's

Proposals should include a description of the standard of expertise that the consultant will provide to the District. Minimum of two (2) years of experience consulting to public school districts or supervising staff providing behavior analytic interventions is required.

Clinical Support structure for placed BCBA

The organization providing proposals should include what level regular clinical support and supervision is provided to the consulting BCBA. Additionally, a description of the ongoing level of professional development is required.

Use of Technology

A description of the technology used to accelerate services is required. What systems will be used to transmit data as well as the level of security for personally identifiable information is also required.

Long-term Strategy and Communication with Administration

A strategy for building internal capacity within the school district is required. The long-term goal of this consult arrangement is to build internal capacity within the school district to reduce the reliance on outside consult when supporting the District's most critical cases. Additionally, provide a description of the strategy utilized for communication with administration on the current state and recommendations moving forward by level of need as well as the schedule of delivery of this information. Provide necessary and ongoing training to District staff on proper data collection, reporting, creating and supporting individual student behavioral plans.

History of support with NH schools

Vendors should provide a brief description of their history and success or failures of working with New Hampshire public school districts.

Breach of Contract

Failure to adhere to and comply with any of the conditions and specifications of this bid and the contract will subject the contract to cancellation forthwith upon written notice of the District. In the event of cancellation of the contract and the necessity to bid or otherwise negotiate a new contract the original successful bidder will be responsible for indemnifying the District for costs incurred in obtaining a new contract.

III. Award

1. Time and Date

The awarding of this bid, if it is in the best interest of the District and contingent upon approval by the District School Board, will be made on **Monday May 23th, 2022 at 11:00 a.m.** in the office of the Superintendent of Schools.

All invoices/statements should be mailed:

**Accounts Payable
School Administrative Unit #44
23 Mountain Avenue, Unit A
Northwood, NH 03261**