

REQUEST FOR PROPOSAL

TITLE I and TITLE III NON-PUBLIC SCHOOL SERVICES FOR THE 2019-2020 SCHOOL YEAR

Notice is hereby given that the Board of Directors of the School District of the City of Allentown will receive sealed proposals for furnishing and delivering the following until **10:00 a.m. prevailing time on Monday, August 12, 2019 (Bids will not be considered after 10:00 a.m. on Monday, August 12, 2019.)** Sealed bids will be opened in the first-floor Board Room of the Administration Center, 31 South Penn Street, Allentown, PA, and referred to the Board of Directors for final award/approval.

Specifications are listed below (www.allentownsd.org) or by contacting: Dr. Lucretia Brown, Assistant Superintendent of Equity and Accountability, Phone: (484) 765-4218 or brownl@allentownsd.org

All bids are to be submitted in **sealed** envelopes, plainly marked on the outside – **“BID FOR TITLE I and TITLE III NON-PUBLIC SCHOOL SERVICES FOR 2019-20 SCHOOL YEAR”** – and delivered and/or mailed to the undersigned, Administration Center, Assistant Superintendent of Equity and Accountability, 31 South Penn Street, P.O. Box 328, Allentown, PA 18105, before the hour and date specified above.

Proposals must be accompanied by a Certified Check and/or Bond, **if required in specifications**, with corporate surety authorized to do business in Pennsylvania.

The Board of Directors reserves the right to reject any or all bids with or without cause.

By Order of the Board of Directors
School District of the City of Allentown

Cynthia Craig-Booher
Business Manager

TO BE INSERTED: 7/25/2019, 8/1/2019 and 8/8/2019 in the Allentown Morning Call and The Express Times

SPECIFICATIONS

The Allentown School District (ASD) is seeking quotes for contracted Title I and Title III Non-Public School Services for the 2019-2020 School Year including Academic Reading Intervention Services, Parent Involvement Activities and ESOL Instruction for the 2019-2020 school year. The instruction must be provided by appropriately certified teachers. The agency must comply with all Title I and Title III statutory and regulatory requirements. The instructional services and parent involvement allocation will be determined by the per-pupil funding formal provided under the Title I and Title III guidelines. ASD intends to contract for all services. At no time will staff be considered employees of ASD.

The agency will be responsible for the following:

- a. Statement on required qualifications of Title I personnel
- b. Statement on approximate number of students to be served
- c. Days/hours of delivery of services
- d. Location of delivery of services
- e. Evaluative testing/screening measures to be used
- f. Program assessment instruments to be used
- g. Materials to be purchased
- h. Supervision of instruction
- i. Payment of salaries and benefits

- j. Provision of progress reports and parent conferences
- k. Parent involvement activities
- l. Professional development activities
- m. Summer school activities
- n. Maintenance of records
- o. Provision of data necessary for ASD to complete their Title I and Title III responsibilities
- p. Meets with ASD and Nonpublic school officials to review services

The approximately amount of the award will be \$279,000 (final amount to be determined once federal allocations are released). Interested agencies should submit proposals for services for the 2019-20 school year to the following person in writing via email no later than August 12, 2019.