



# CTC COMPREHENSIVE TRAINING CENTER

Region One Education Service Center  
 Professional Consultant Services  
 RFP 23-Agency-000117 – Narrative Proposal

## 1. THE PURCHASE PRICE – COST OF SERVICES (35 Points)

Comprehensive Training Center (CTC) provides a wide array of consultant-related services to include professional development training, grant writing, grant management/expenditure oversight, grant evaluation, and school-related event planning.

Our fees are based on the trainer/presenter, training location, and hours requested. CTC has trainers from all over the state, many have over 15 years of trainer/presentation experience.

In the table below, you will find a price sheet of our services when our services are not written into a grant.

SERVICE	DESCRIPTION	PRICE
Professional Development Training	Some of the trainings that can be provided include but aren't limited to: Educational Leadership, School Improvement, STEM, Literacy, Youth Motivation, Social/Emotional Learning, Team Building, Parent Engagement, Classroom Management, Responsiveness to Cultural and Linguistic Diversity Concerns, and Data Analysis.	<ul style="list-style-type: none"> <li>• <i>Half Day Training: \$2,500 - \$4,500</i></li> <li>• <i>Full Day Training: \$4,000 - \$6,000</i></li> </ul>
Grant Management/Expenditure Oversight	When this is provided, CTC typically assists by training program staff, completing budget amendments, completing grant negotiations, acting as a liaison between the client and vendors, reaching out to the funding agency to clarification on any questions, and completing program-related reports to ensure grant compliance.	<ul style="list-style-type: none"> <li>• \$5,000</li> </ul>



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Grant Evaluation	CTC has doctorate and master's degree experienced grant evaluators that have evaluated over 200 grants. These individuals have also served as grant program directors and grant reviewers at the state and federal level.	• \$5,000 - \$30,000
Event Planning	Schools who are grant funded that need school related activities coordinated during the school year or summer or have a Human Resources Department that require staff development contract with CTC. CTC will coordinate the events/trainings, secure trainers, distribute surveys when requested, take attendance, and coordinate food and refreshments as requested.	TBD based on days and times involved

Please keep in mind that all services referenced above are an estimate. Depending on the complexity and intensity of the service, these fees can be adjusted accordingly.

## 2. THE REPUTATION OF THE VENDOR AND OF THE VENDOR'S GOODS OR SERVICES (10 Points)

Comprehensive Training Center (CTC) has been in business since 2011 and has worked with over with its sister company, Education Research Institute (ERI), in servicing over 250 clients located not just in the State of Texas but throughout the nation.

## 3. THE QUALITY OF THE VENDOR'S GOODS OR SERVICES. (32 Points)

The services that our organization provides are of the highest quality and CTC implements all services and products with fidelity. This has enabled CTC to obtain over 250 clients not just in Texas but throughout the nation.

CTC along with the sister company, ERI, employ 18 staff members and over 35 trainers/presenters. Our businesses believe that the delivery of services is always of quality, due to the experienced and well-versed staff and associates we currently employ and contract. In the table below, you will find a condensed version of some of the CTC administrative employees background and experience.