REQUEST FOR QUOTE

This is an inquiry only, not an order. Quotes should be emailed, faxed, or hand delivered to the Walton County School District.

INVITATION TO BID – External Evaluator, 21st Century Community Learning Centers (21st CCLC)

Invitation to bid is open for vendors with 21st CCLC external evaluator experience. **The awarded bid will be for the 2025-2026 school year.** Bids are to be broken down and structured to reflect price and services per grant **(3 grants):**

1. Carver 21st Century - Carver Middle School
2. Monroe/Harmony - Harmony Elementary School, Monroe Elementary School
3. LEAP - Walnut Grove Elementary School

All bids are to be submitted by Tuesday, July 1, 2025, to:

200 Double Springs Church Road, Monroe, GA 30656 Attention: Freda Doster, 21st CCLC Program Director
Office: 770-207-3173
Fax: 770-266-4448
freda.doster@walton.k12.ga.us

***Minimum Requirements:**

- Have experience with evaluation practices and educational programs.
- Meet with the program director and conduct individual site visits as needed.
- Work with site coordinators and program director in collecting data and determining program revisions for continuous improvement.
- Be able to access data directly from Transact.
- Utilize state-provided reporting forms to complete formative assessments, End-of-Year Summative Evaluation Report and Common Data Elements Worksheet and Summer Evaluation Report. Submit reports to the Program Director in a timely manner for review prior to submission to GaDOE.
- Administer and compile staff, student, and parent surveys.
- Attend required meetings and stakeholder events.

**Please note on your bid if you exceed these specifications.*

Decision Factors:

- We reserve the right to contract with the most qualified firm/company and our decision is not based solely on price.
- Service and experience with 21st CCLC will be included in determining factors.
- References will be included in determining factors if the vendor has not previously done business with WCSD.

We appreciate your interest in doing business with WCSD and your efforts in preparing this quote. If you have any questions or would like further information, please contact:

Freda Doster
WCSD 21st CCLC Program Manager
770-207-3173
freda.doster@walton.k12.ga.us