

## **Request for Quotes**

Region 10 Education Service Center anticipates the need for qualified outside consultants to assist in fulfilling its responsibilities related to NCLB - Title II D Target Technical Assistance.

### *General Responsibilities:*

- I. Provide technical assistance to schools in meeting the requirements of No Child Left Behind, Title II, Part D for technology literacy and technology integration.
- II. Coordinate and plan activities related to the Long Range Plan for Technology.
- III. Provide technical assistance and support to those districts receiving grants funded by Title II D and by Title II D ARRA.

### *Qualifications:*

All contracted consultants will have a minimum of 15 years in the educational technology field and will have served in a leadership role at the district and state or regional levels. They will have extensive experience implementing technology-related grant programs and knowledge of NCLB-Title II, Part D. In addition, they will have demonstrated effective leadership in educational technology planning and implementation in the areas of teaching and learning, educator preparation, leadership, and infrastructure.

Additionally, each contracted consultant will demonstrate the capacity to work collaboratively with Region 10 staff, TEA staff, and other contracted consultants in the implementation of specific tasks related to the above general responsibilities. The scope and/or timeframes for some tasks may necessitate that they be split among multiple contractors.

### *Specific Tasks and Estimated Effort Required*

#### **1. Technology Applications Best Practices Event – 60 days**

Plan, coordinate, and implement the Texas Computer Education Association State (TCEA) Pre-Conference Event as agreed upon by TEA and ESC 10. This event should support the implementation of the Technology Applications TEKS and the infusion of technology in the core curriculum at grades K-12. Provide regular online follow up after Best Practices Events. Duties will include but not be limited to:

- Logistical Planning
- Presenter Identification, recruitment, and selection
- Agenda Planning
- Content Development
- Site Selection and Preparation
- Communications with stakeholders
- Conference Implementation
- Followup

## **2. Texas Intel Teach Project – 60 days**

Plan, coordinate, and manage the implementation of the Texas Intel Teach project. Duties will include but not be limited to:

- Implementation of communication strategies to multiple audiences by sharing information with schools, agencies and other educational organizations through TETN, on-site presentations, websites and/or other electronic mediums.
- Scheduling and logistical management of each of the Intel Teach courses:
  - Intel Teach Essentials
  - Intel Teach Thinking With Technology
  - Intel Teach Leadership Forums
- Management and scheduling of Intel certified trainers
- Communication with participants in Intel Teach courses
- Completion of Intel required reporting and documentation

## **3. Grant Application Process – 60 days**

Provide assistance to TEA in the administration of competitive grants related to educational technology and the Long Range Plan for Technology. Tasks include but are not limited to involvement in the following:

- RFP development
- Grant applicant evaluation and selection
- Grant implementation monitoring and evaluation
- Promotion and reporting of best practices to TEA and other audiences

## **4. Technical Assistance to Vision 2020 Grantees – 60 days**

Serve as liaison for specific district grantees, providing implementation assistance via phone, email, videoconferencing, websites and site visits as needed. Provide assistance with reports required by the TEA and USDE.

## **5. Leadership Conference for Vision 2020 Grantees – 75 days**

Plan, coordinate, and implement 2009-2010 Leadership Conference for all Target Tech in Texas - ARRA grant recipients in the 2009-2010 school year. This event will include at least two strands addressing 1) Technology Immersion, and 2) Distance Learning. Duties will include but not be limited to:

- Logistical Planning
- Presenter Identification, recruitment, and selection
- Agenda Planning
- Content Development
- Site Selection and Preparation
- Communications with stakeholders
- Conference Implementation
- Followup

**6. 2009-2010 and 2010-2011 Leadership Conferences for T3 (ARRA) Grantees**  
– 75 days

Plan, coordinate, and implement two Leadership Conferences for T3 ARRA Grantees; one in 2009-2010, and one in 2010-2011. These events will address a broad range of educational technology related issues in the areas of educational technology planning and implementation in the areas of teaching and learning, educator preparation, leadership, and infrastructure. Duties will include but not be limited to:

- Logistical Planning
- Presenter Identification, recruitment, and selection
- Agenda Planning
- Content Development
- Site Selection and Preparation
- Communications with stakeholders
- Conference Implementation
- Followup

**7. Technical Assistance to T3 ARRA Grantees** – 40 days

Serve as liaison for specific district grantees, providing implementation assistance via phone, email, videoconferencing, websites and site visits as needed. Provide assistance with reports required by the TEA and USDE.

*Response:*

Interested parties should submit the following by email to Craig Gray, Director of Instructional Finance at [craig.gray@region10.org](mailto:craig.gray@region10.org).

1. Vita or resume documenting qualifications;
2. Daily Rate;
3. List of Specific Tasks the consultant is willing to perform.

Responses should be received by October 1, 2009, or as soon thereafter as possible. Responses will be accepted until all tasks have been assigned.