

WORTH COUNTY R-III SCHOOL DISTRICT

REQUEST FOR PROPOSALS FOR BEHAVIORAL CONSULTANT SERVICES

RFP No. 2022-23-01

- I. The Worth County R-III School District is requesting proposals for Behavioral Consultant Services for the fiscal year beginning July 1, 2022, with the option of extending the relationship each in subsequent years.

A. GENERAL

There is no expressed or implied obligation for the Worth County R-III School District to reimburse responding vendors for any expenses incurred in preparing proposals in response to this request for proposal.

To be considered, three copies of a proposal must be received by Chris Healy, Superintendent, 510 E. Ave, Grant City, MO 64456, by noon on September 14, 2022. The Worth County R-III School District reserves the right to reject any or all proposals submitted.

During the evaluation process, the Worth County R-III School District reserves the right to request additional information and clarification from vendors or to allow corrections of errors or omissions. At the discretion of the Worth County R-III School District, vendors submitting proposals may be requested to make oral presentations as part of the evaluation process at a time determined by the District.

Following the notification of the selected vendor, a contract will be executed between both parties.

B. TERM OF ENGAGEMENT

A one-year contract is contemplated, subject to the annual review and recommendation of the Special Education Director, the Superintendent of Schools and the Board of Education.

- II. Please attach the information described below and any additional information that may help us profile you as a vendor.

A. DEMONSTRATION OF BEHAVIORAL CONSULTANT SERVICES

Statements, examples and references of work done as a provider of Behavioral Consultant must be attached.

B. VENDOR QUALIFICATIONS AND EXPERIENCE

Describe the vendor's experience in providing Behavioral Consultant services, knowledge of and compliance with the "Family Rights and Privacy Act" (FERPA) as well as the Health Insurance Portability & Accountability act of 1996 (HIPAA).

The vendor shall provide evidence of sufficient amounts of liability insurance covering the activities of each provider of service.

C. PARTNER, SUPERVISORY & STAFF QUALIFICATIONS AND EXPERIENCE

Identify the provider(s) of Behavioral Consultant assigned to the project. Provide information on the experience of each person including:

1. Information on previous experience
2. Documentation on special education training and/or experience
3. Verification of current professional licensure
4. Evidence of health status
5. Clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

III. Nature of service required.

A. SCOPE OF WORK TO BE PERFORMED

The contractor shall provide the following services during the contract period:

Responsible for assisting professional staff in the implementation of educational and behavioral modification plans which are designed to integrate students with disabilities into the mainstream environment.

- 1) Providing suggestions about things that could be done to prevent or significantly reduce behaviors, such as manipulating the environment or changing processes (antecedent interventions)
- 2) Training staff in behavioral principles that can be carried out through the week
- 3) Observation of the child to help determine why they are exhibiting an unwanted behavior (function)
- 4) Analyzing data to see if strategies are helping to reduce unwanted behaviors

MINIMUM QUALIFICATIONS:

Either a) Bachelor's Degree in a human services field and one (1) year experience working with children with disabilities; or b) Bachelor's Degree in a human services field and a minimum of six (6) credit hours in developmental psychology, abnormal psychology, the study of exceptional children, behavior modification or management, or a closely related subject; or c) An equivalent combination of education and experience as indicated in a) and b) above. BCBC certification.

Consultants identified in response to this request for proposal can only be changed with the express prior written permission of the Worth County R-III School District, which retains the right to approve or reject replacements.

COST WILL NOT BE THE PRIMARY FACTOR IN SELECTION OF A VENDOR.

The Worth County R-III School District reserves the right to retain all proposals submitted.

Vendors should send the completed proposal to the following address:

Worth County R-III Schools
510 E. Ave
Grant City, MO 64456
ATT: Chris Healy

WORTH COUNTY R-III SCHOOL DISTRICT, 510 E. Ave, Grant City, MO 64456

**2022 REQUEST OR PROPOSAL: BEHAVIORAL CONSULTANT SERVICES:
September 19, 2022 to June 30, 2023**

YEARLY RENEWABLE CONTRACT DUE DATE FOR PROPOSAL: May 5, 2023, 12 NOON

2022-2023 PROPOSAL

We/I agree to provide Behavioral Consultant Services as outlined in the Request for Proposal in accordance with the following fee structure.

Hourly Rates for engagements \$ _____

List name, title and hourly rate for all personnel that will be assigned to the District:

_____	_____	_____
Name	Title	Hourly Rate
_____	_____	_____
Name	Title	Hourly Rate
_____	_____	_____
Name	Title	Hourly Rate
_____	_____	_____
Name	Title	Hourly Rate

_____	_____
Officer of Company (Signature)	Title
_____	_____
Company Name	Telephone Number
_____	_____
Address	Fax Number
_____	_____
Address	Date

The successful bidder will be required to enter into a contract with the Worth County R-III School District provided by the District.