



Equity Advisory Committee

4.20.21



AUSTIN
Independent School District



Call to Order

Pastor A.W. Mays



Interpretation Services

Farid Razavi



Interpretation Services

- All participants in this meeting must select a language.
- It is important that ALL participants select a language.
- If English speakers do not select a language, they will be unable to hear the interpreter if at any point the interpreter needs to address the English group.

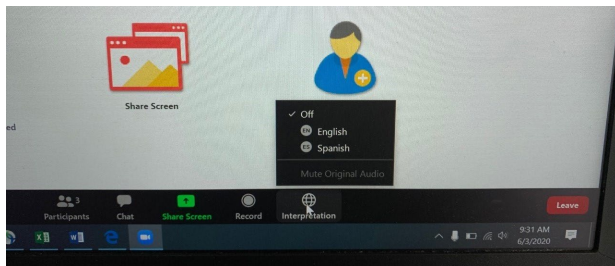


Please Choose Your Preferred Language For The Meeting

Elija el Idioma en el Que Prefiera Escuchar la Junta

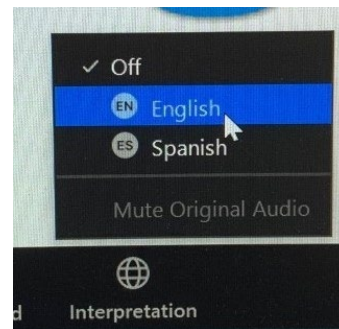
On a desktop or laptop
En una computadora de escritorio o una computadora portátil

1. Hover at the bottom of the screen to see the toolbar and click on the Interpretation icon.
- Ponga el cursor en la parte de abajo de la pantalla para ver la barra de herramientas y haga clic en el ícono del globo terráqueo que dice “Interpretation”.



*The interpretation feature is not available in some devices.
*La función de interpretación no está disponible en algunos equipos.

2. Click on your preferred language.
- Haga clic en el idioma de su preferencia.



3. If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy.
- Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando.

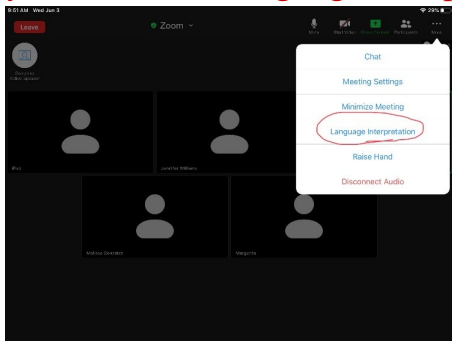


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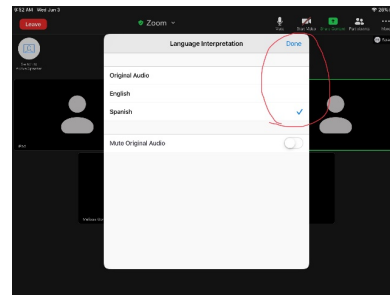
On an iPad
En un iPad

1. Press the three dots on the upper right corner to access the menu and select Language Interpretation.
- Presione los tres puntos del menú arriba a la derecha y seleccione “Language Interpretation”.



*The interpretation feature is not available in some devices.
*La función de interpretación no está disponible en algunos equipos.

2. Select your preferred language.
- Seleccione el idioma de su preferencia.



If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy. Press Done.

- Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando. Presione “Done” cuando termine.



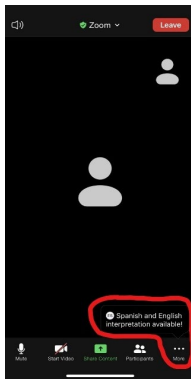
Please Choose Your Preferred Language For The Meeting

Elija el Idioma en el Que Prefiera Escuchar la Junta

On an iPhone
En un iPhone

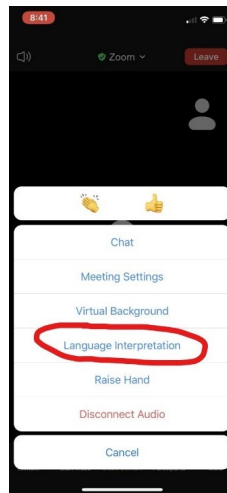
1. Press the three dots (More) on the lower right corner to access the menu.

- Presione los tres puntos del menú “More” abajo a la derecha.

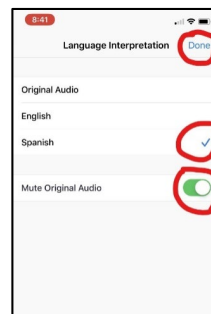


2. Select Language Interpretation.

- Seleccione “Language Interpretation”.



3. Select your preferred language. If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy. Press Done.



*The interpretation feature is not available in some devices.
*La función de interpretación no está disponible en algunos equipos.

- Seleccione el idioma de su preferencia. Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando. Presione “Done” cuando termine.





EAC Members

Dr. Tamey Williams-Hill

EAC Members

- Brief introduction of committee members
- Recognition of student committee members



Approval of Meeting Minutes

3.23.21 Meeting Minutes





AUSTIN
Independent School District



Public Comments

Vanessa Santamaria-Dainton



AUSTIN
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EAC Meetings

Pastor A.W. Mays

Monthly Meetings & Agenda Items

- Poll has been sent out to EAC members, and poll closes Friday, April 23
- Identified dates:
 - 1st Monday of the month
 - 1st Tuesday of the month
 - 4th Monday of the month
- Feedback for EAC agenda items will be solicited via Google Doc
 - Google Doc will remain open for feedback 7 days after every meeting





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EAC Bylaws

Vanessa Santamaria-Dainton

Bylaws

- Received comments to amend bylaws in order to reflect values of EAC
- Ideas?
 - Approve [proposed amendments](#) by consensus
 - Briefly address concerns and clarify concerns
 - Defer significant concerns to Bylaws Subcommittee





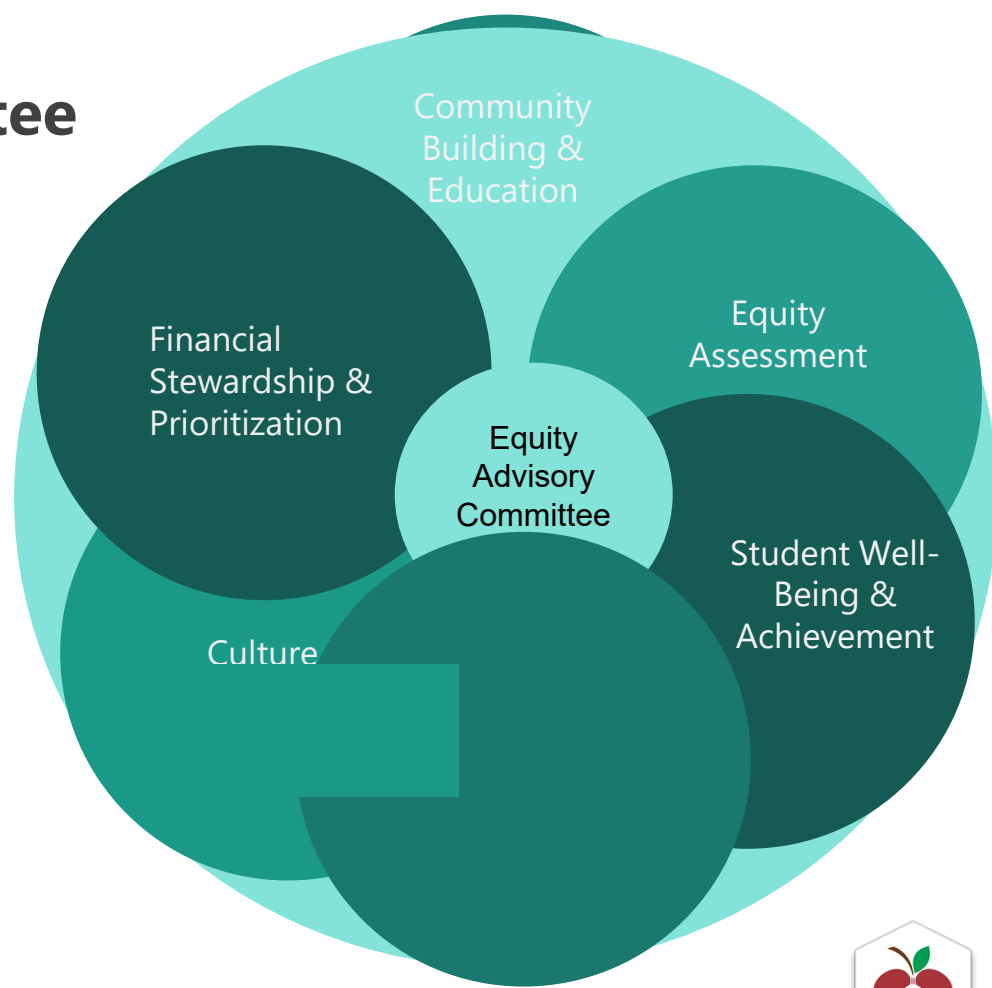
EAC Subcommittees

Vanessa Santamaria-Dainton

Sachi Edson

Equity Advisory Committee

- Community & District Co-Chairs
- Students
- Staff
- Community Members
- Teachers
- Administrators



EAC Subcommittees

- [Subcommittee Membership](#)
 - 46 Members
 - Equity Assessment Focus Areas - 9
 - Advisory Committee Community-Building & Education - 4
 - Student Well-Being & Achievement - 12
 - Teacher & Staff Well-Being - 7
 - Culture of Respect/Customer Service - 9
 - Financial Stewardship & Prioritization - 5



EAC Subcommittees

Subcommittee guidelines are being developed by the EAC members and will be shared once complete.



Equity Audit & Equity Assessment

Dr. Jacob Reach



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RFP & RFQ

AISD Contract and
Procurement Services

District Purchasing Methods

When making purchasing decisions, school district campuses and departments have the responsibility to use district funds appropriately by following the purchasing methods specified in:

Texas Education
Code Chapter 44
(State Law)



AISD Board Policy
CH, Purchasing and
Acquisition



Method for purchases \$50,000 or more

- For larger purchases of supplies, equipment and services made during a 12-month period.
- Requires a formal competitive solicitation process and advertisement in the newspaper.
- Contracts over \$100,000 may require approval by the Board of Trustees.



Competitive Solicitation Law

- The purpose and intent for the competitive solicitation process is to help public schools obtain the best products and services at the lowest prices in the best interest of the taxpayers by stimulating competition.
- AISD is committed to fair and equal competition among all vendors.
- Texas State law does not allow favoritism or bias to be shown to any vendor.
- Ensures transparency and shows the public that AISD is accountable for project goals and vendor choices.



Procurement Method

Choosing the appropriate procurement method



Request for Qualifications (RFQ)

- A request for vendors to submit their qualifications
- Select the vendor based skills and qualifications
- It is NOT a competitive bid.
- Price is not a factor until the vendor is selected.
- Applicable for professional services (licensed or registered with State).



Request for Qualifications (RFQ)

- Per Texas Gov't Code Chapter 2254.003, only the following disciplines should be treated as professional and consulting services:
 - Accounting
 - Architecture
 - Medicine
 - Land Surveying
 - Optometry
 - Professional Engineering
 - Real Estate Appraising
 - Professional Nursing
- The RFQ procurement method is NOT recommended to select a firm to do a District Equity Assessment.



Request for Proposals (RFP)

- A request for vendors to submit a proposal for a project.
- Public advertisement is required.
- It is a competitive bid.
- Allows for customized proposals suggesting different approaches to meet the district's needs per scope of work.
- Factors other than price are to be considered.
- Vendors are evaluated, scored and ranked.
- Allows for negotiations.



Request for Proposals

- Most qualified vendor is selected based on the following factors:
 - The vendor's ability to meet the district's needs
 - The quality of the vendor's services
 - The vendor's similar project experience
 - The vendor's performance history and reputation
 - References
 - Pricing
- The RFP method is recommended to select a firm to do a District Equity Assessment.



RFP Content

- The background of the proposed AISD project
- A detailed description of the project
- Specific performance requirements (Scope of Work)
- The project deadline with clearly defined milestones and dates
- Questions for vendors to answer
- The submission deadline and guidelines to submit proposals
- Scoring criteria used to select a vendor



RFP Timeline

The RFP process typically requires no less than 90 days to allow ample time for:

- Public advertisement and posting of RFP in electronic bidding system
- Vendors to have enough time to prepare responses
- Evaluation and scoring of vendor responses
- Oral presentations/interviews from vendors
- Final evaluation and award to winning vendor
- Contract negotiations and contract signing
- Board of Trustees approval (if contract cost over \$100K)



RFP Timeline

RFP TIMELINE	
PROJECT PLANNING / PRE-SOLICITATION <ul style="list-style-type: none">· Prepare project plan· Leadership approval· Prepare project scope of work· Prepare RFP solicitation package	30 DAYS
REP SOLICITATION <ul style="list-style-type: none">· Advertise RFP in newspaper / post in AISD e-bid system· Vendor questions & answers· Deadline for vendors to submit proposals	28 – 40 DAYS
EVALUATION / SCORING OF VENDOR PROPOSALS – PHASE 1 <ul style="list-style-type: none">· Determine responsive proposals / create short-list· Committee scoring of vendor proposals	7 – 21 DAYS
EVALUATION / SCORING VENDOR ORAL PRESENTATIONS – PHASE 2	5 – 7 DAYS
FINAL SCORING / AWARD TO WINNING VENDOR	1 – 5 DAYS
CONTRACT NEGOTIATIONS / CONTRACT SIGNING	15 – 30 DAYS
AWARD RECOMMENDATION - AGENDA ITEM TO BOARD MEETING	30 DAYS

