



Behavioral Consultant

Request for Proposals

July 17, 2023

A. PURPOSE:

Freire Charter School is seeking proposals from qualified respondents as follows:

- Applied Behavioral Analysis and Behavioral Consultative Services

Freire Charter School Facilities:

- Freire Middle: 1026 Market St., Philadelphia PA 19107
- Freire High: 2027 Chestnut St., Philadelphia PA 19103

Contract Period

- The term of the contract shall be from August 28, 2023 through June 30, 2024.

Final proposals will be due via email to Leigh Botwinik, leigh@freireschools.org, by 5:00 p.m. on Monday July 31, 2023. Decisions will be made and winner notified by Friday August 4th.

B. SCOPE OF SERVICE: Freire Charter School requires the following minimum services. Any charges for these services **MUST** be noted on the attached proposal form. Any variation from the minimum requirements **MUST** be noted:

- The Behavioral Consultants who are either:
 - a) Masters or PhD level Board Certified Behavior Analysts (BCBA),
 - b) BCaBA level clinician
 - c) Behavioral Consultants with minimum of 5 years' experience consulting with individuals with severe behavior problems
- Provide Applied Behavioral Analysis and Consultant Services as needed following the 2023-2024 School calendar. The district anticipates a need for one (1) BCBA Behavioral

Consultant for 20-25 hours per month and maximum of eight (8) highly trained specialized assistants for 7 hours per day.

- Staff trained in research-based technologies required for students with communication disabilities, behavioral needs and autistic learners including: intensive teaching techniques, applied behavioral analysis and implementation of behavioral intervention plans.
- Providers must exhibit a consistency in staff to provide continuity of programming.
- Autism support trainers and consultants must work together to provide comprehensive programming.
- Behavioral consultants must be available to write Behavioral Intervention Plans, participate in meetings and consult with staff regarding implementation for both at-risk general education students and students with special needs.
- Providers must supply their staff with ongoing training opportunities.
- Providers must supply district staff with ongoing professional development.

C. PRESENTATION PACKAGE – Submit with the RFP Response

Freire Charter School seeks from all participating respondents, information that will assist the District in selecting the respondent who will provide the highest quality services at a fair and competitive price for families and return to the district. All respondents shall prepare a presentation package to be submitted with the RFP. The Presentation Package should include the following:

I Track record/references

- Name, email and phone number for at least three references from public or charter schools in the greater Philadelphia geographic region that utilize the entity's services
- List of any judgments within the last three (3) years and/or a list of bankruptcy or organization proceedings within the last ten (10) years;

II Staffing and Management

- Name, address, phone, website of the business entity
- Resumes of key staff members who will be assigned to Freire Charter School; and
- Availability of personnel and any other resources necessary to provide the services requested

III Cost

Respondents are to submit a fee proposal including hourly cost of behavioral consultant and assistants.

*The school will not pay for mileage or incidental costs related to the contract.

D. EVALUATION

All proposals are to be evaluated on the basis of whose response is the most advantageous to the district, price and other factors considered, and whose response will provide the highest quality of service at fair and competitive prices. Criteria as follows:

- I. Track record/references
- II. Staffing
- III. Cost

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