

SCHOOL DISTRICT OF OKALOOSA COUNTY
Purchasing Department



NOTICE OF INTENT TO PURCHASE SOLE SOURCE

FILE REFERENCE #: SS 23-04 Beacon Educator - Bay District Schools
DATE/TIME OF INITIAL POSTING: 07/22/22, 3:00PM CT
DATE/TIME POSTING REMOVED: 08/02/22, 4:00PM CT

The products and/or services listed on the attached page(s) are believed to be of a unique or proprietary nature and therefore only available from one source. If you believe you have a "like" product or service to offer, please submit your complete cost proposal including descriptive literature and detailed technical specifications by email to the attention of the buyer listed below. If you prefer you may mail your proposal to the buyer at:

Okaloosa County School District
Attn: Purchasing Department
120 Lowery Place SE
Fort Walton Beach, FL 32548
Buyer: Vince Windham
Buyer's Email: windhamv@okaloosaschools.com
Phone: (850) 833-7668

Justification for Sole Source Acquisition:

- Vendor is the exclusive distributor of commodity or sole provider of services.
- Vendor holds the production and copyrights to the commodity.
- Compatibility with existing equipment, inventory, systems, programs or services.
- Purchase of a used item that is immediately available.
- Purchase of a particular product for a pilot program, trial or testing.
- Vendor is the sole provider of the commodity or service for which the Board has established a standard"
- Commodity or service is a continuation of a major project previously purchased.
- Other (include justification below or attach letter)
Direct purchase of online Professional Development from Bay County School District.

This notice was posted on July 22, 2022. All proposals must be received by the buyer no later than 4PM CT on August 2, 2022. Proposals received after this deadline will not be considered.

Thank you for your interest in Okaloosa County Schools.



Letter of Agreement For
The School Board of
Okaloosa County, Florida
By Beacon Educator

Vendor Information

Beacon Educator is a project of Bay District Schools. Beacon provides online staff development and curriculum resources through their Website at <https://www.BeaconEducator.com>.

Office Address:

Beacon Educator, Bay District Schools
1311 Balboa Avenue
Panama City, FL 32401

Contact Information: Barbara Eubanks
Office: 866-936-7352 (Toll Free)
Email: eubanb@bay.k12.fl.us

Beacon's staff includes a team of Florida certified teachers with K-Adult experience.

Services Provided

Beacon Educator will provide access to online professional development content facilitated by School Board of Okaloosa County, Florida facilitators for the following

7,800 hours @ \$1.75 per hour = \$ 13,650

Course topics may include evidence-based educational practices for teaching Gifted students. The course participants can print the entire course content. The syllabus and complete course description for each course can be downloaded from the Beacon Courses Website at <https://www.BeaconEducator.com>.

Local Facilitation Model - Contract Manager Requirements

The School Board of Okaloosa County will select qualified personnel and monitor facilitator feedback for accuracy, appropriateness, and timeliness.

Deliverables

Course participants can print a transcript showing all their courses completed from the Website. A report of the course participants and their completion status will be available to the district after the course end date. Goals and objectives for each course are provided within the course syllabus.

Content Delivery

The School Board of Okaloosa County will identify teachers to participate in specified Beacon courses. The School Board of Okaloosa County Staff will assist each participant in acquiring a Beacon account and in registering for the approved Beacon course.

Courses facilitated by The School Board of Okaloosa County will be delivered through the Beacon Course System. Through this system, participants will have access to online content including instructional content, relevant Web links, interactive formative assessments, and summative assessments. The School Board of Okaloosa County, Florida course facilitator will evaluate all summative assessments. All submissions and facilitator feedback will be conducted within the course system.

Facilitator Requirements

- Participate in Beacon training as assigned by Beacon personnel
- Provide both positive and corrective feedback on summative assessments
- Provide timely feedback (district guidance, but definitely within a week of submission)
- Approve only work that meets criteria
- Use **Beacon Email** for facilitation
 - Check and respond regularly

- Do no delete messages
- Follow the current Facilitator Checklist, including using “canned” messages

Timeline

Courses facilitated by The School Board of Okaloosa County, Florida must be scheduled in coordination with the Beacon Educator office and may start on or after July 1, 2022 and end by June 30, 2023. Scheduled requests should be made at least 7 days before the section is to begin.

Any School Board of Okaloosa County Facilitator(s) must complete, as a participant, the course he or she will facilitate and Facilitation Tools course. The facilitator must be marked complete in both courses before he or she is considered a trained facilitator.

This subscription service covered by this document will end June 30, 2023.

Course Enrollment and Usage

Contract hours are calculated as used hours for each participant registered at the end of the last day of the course. Course participants may be withdrawn from the course through the last day of the course. Participants who have submitted a Course Log assessment may not withdraw.

The School Board of Okaloosa County, Florida will enroll the participants in the selected courses prior to the start date of each course.

Delivery mechanism

All training will occur via the Internet, using the Beacon Courses Website.

FEE STRUCTURE

The School Board of Okaloosa County, Florida agrees to pay Bay District Schools for Beacon Educator services outlined in this proposal. This fee includes 7,800 hours @ \$ 1.75 per hour = \$ 13,650

Tuition for courses facilitated by The School Board of Okaloosa County, Florida is \$1.75 per participant per course hour.

An invoice for course hours facilitated by The School Board of Okaloosa County, Florida will be emailed upon receipt of letter of agreement signed the district representative. Payment is due within 45 days of receipt of the invoice.

To complete the process:

1. Send signed Letter of Agreement to Beacon Educator via email to gribbee@bay.k12.fl.us.
2. Send Purchase Order to Beacon Educator, email to gribbee@bay.k12.fl.us OR fax to 850-767-4152.
3. Register participants in the courses.

Beacon Educator



Name: Barbara Eubanks

Title: Executive Director

Date: 4/8/2022

The School Board of Okaloosa County, FL

Name: Timothy Bryant

Title: Board Chairman

Date: June 13, 2022

Beacon Educator
 1311 Balboa Avenue
 Panama City, FL 32401-2080 US
 +1 8003116437
 eubanb@bay.k12.fl.us
 www.BeaconEducator.com

Estimate



ADDRESS
10565 Locally-facGIFTED The School Board of Okaloosa County, FL Purchasing Department Attn: Becky Perrin 120 Lowery Place SE Fort Walton Beach, FL 32548

ESTIMATE #	DATE
10565 LocalFacGIFTED	04/11/2022

ACTIVITY	QTY	RATE	AMOUNT
Locally Facilitated Courses facilitated by locally trained district staff.	7,800	1.75	13,650.00
TOTAL			\$13,650.00

Accepted By

Accepted Date



Letter of Agreement For
The School Board of
Okaloosa County, Florida
By Beacon Educator

Vendor Information

Beacon Educator is a project of Bay District Schools. Beacon provides online staff development and curriculum resources through their Website at <https://www.BeaconEducator.com>.

Office Address:

Beacon Educator, Bay District Schools
1311 Balboa Avenue
Panama City, FL 32401

Contact Information: Barbara Eubanks
Office: 866-936-7352 (Toll Free)
Email: eubanb@bay.k12.fl.us

Beacon’s staff includes a team of Florida certified teachers with K-Adult experience.

Services Provided

Beacon Educator will provide access to online professional development content to be facilitated by School Board of Okaloosa County, Florida facilitators.

Course topics may include evidence-based Reading Competency 1 – 5 educational practices. The course participants can print the entire course content. The syllabus and complete course description for each course can be downloaded from the Beacon Courses Website at <https://www.BeaconEducator.com>.

Local Facilitation Model - Contract Manager Requirements

The School Board of Okaloosa County will select qualified personnel and monitor facilitator feedback for accuracy, appropriateness, and timeliness.

Deliverables

Course participants can print a transcript showing all their courses completed from the Website. A report of the course participants and their completion status will be available to the district after the course end date. Goals and objectives for each course are provided within the course syllabus.

Content Delivery

The School Board of Okaloosa County will identify teachers to participate in specified Beacon courses. The School Board of Okaloosa County Staff will assist each participant in acquiring a Beacon account and in registering for the approved Beacon course.

Courses facilitated by The School Board of Okaloosa County will be delivered through the Beacon Course System. Through this system, participants will have access to online content including instructional content, relevant Web links, interactive formative assessments, and summative assessments. The School Board of Okaloosa County, Florida course facilitator will evaluate all summative assessments. All submissions and facilitator feedback will be conducted within the course system.

Facilitator Requirements

- Participate in Beacon training as assigned by Beacon personnel
- Provide both positive and corrective feedback on summative assessments
- Provide timely feedback (district guidance, but definitely within a week of submission)
- Approve only work that meets criteria
- Use **Beacon Email** for facilitation
 - Check and respond regularly
 - Do not delete messages
- Follow the current Facilitator Checklist, including using “canned” messages

Timeline

Courses facilitated by The School Board of Okaloosa County, Florida must be scheduled in coordination with the Beacon Educator office and may start on or after July 1, 2022 and end by June 30, 2023. Scheduled requests should be made at least 7 days before the section is to begin.

Any School Board of Okaloosa County Facilitator(s) must complete, as a participant, the course he or she will facilitate and the Facilitation Tools course. The facilitator must be marked complete in both courses before being considered as a trained facilitator.

This subscription service covered by this document will end June 30, 2023.

Course Enrollment and Usage

Contract hours are calculated as used hours for each participant registered at the end of the last day of the course. Course participants may be withdrawn from the course through the last day of the course. Participants who have submitted a Course Log assessment may not withdraw.

The School Board of Okaloosa County, Florida will enroll the participants in the selected courses prior to the start date of each course.

Delivery mechanism

All training will occur via the Internet, using the Beacon Courses Website.

FEE STRUCTURE

The School Board of Okaloosa County, Florida agrees to pay **Bay District Schools for Beacon Educator services** outlined in this proposal. This fee includes 23,500 hours @ \$ 1.75 per hour = \$ 41,125

Tuition for courses facilitated by **The School Board of Okaloosa County, Florida** is \$1.75 per participant per course hour.

An invoice for course hours facilitated by **The School Board of Okaloosa County, Florida** will be emailed upon receipt of letter of agreement signed the district representative. Payment is due within 45 days of receipt of the invoice.

To complete the process:

1. Send signed Letter of Agreement to Beacon Educator via email to gribbee@bay.k12.fl.us.
2. Send Purchase Order to Beacon Educator, email to gribbee@bay.k12.fl.us OR fax to 850-767-4152.
3. Register participants in the courses.

Beacon Educator



Name: Barbara Eubanks

Title: Executive Director

Date: 5/6/2022

The School Board of Okaloosa County, FL

Name: Timothy Bryant

Title: Board Chairman

Date: 6/13/2022

Beacon Educator
 1311 Balboa Avenue
 Panama City, FL 32401-2080 US
 +1 8003116437
 eubanb@bay.k12.fl.us
 www.BeaconEducator.com

Estimate



ADDRESS
10564 LocallyFacRDG 22-23 The School Board of Okaloosa County, FL Purchasing Department Attn: Becky Perrin 120 Lowery Place SE Fort Walton Beach, FL 32548

ESTIMATE #	DATE
10564 LocalFacRDGrev	04/08/2022

ACTIVITY	QTY	RATE	AMOUNT
Locally Facilitated Courses facilitated by locally trained district staff.	23,500	1.75	41,125.00
Revised estimate, per Pamela Kitchin	TOTAL		\$41,125.00

Accepted By

Accepted Date