## OFFICE OF CHIEF ACADEMIC OFFICER Summary of State Board of Education Agenda Items December 17, 2020

## MISSISSIPPI INSTRUCTIONAL RESOURCE CENTER

02.A. <u>Action: Renew contract with various contractors for the services related to new</u> <u>Braille textbook and instructional material production</u> [Goals 1, 2, 4, and 6 – MBE Strategic Plan]

Awarded Vendor: See attached list

<u>Scope of Project</u>: The contractor will provide services related to new braille transcription to include, but not limited to, the following:

- Transcribe in UEB with Nemeth (if necessary) according to all guidelines set forth in the RFP.
- Provide MIRC/MSB updated copies of appropriate certifications for transcribers and proofreaders as changes from the original RFP occur.
- Follow all responsibility requirements for the Contractor Project Manager, Formatter, Transcriber, Proofreader, and Graphic Artist unless mutually agreed upon in writing between the Contractor and MIRC/MSB.
- Use a widely used software package for all work so it may be reviewed using Braille 2000, Duxbury, or Braille Blaster.
- Provide one physical copy of the transcribed textbook to MIRC/MSB and upload the completed transcribed file to MDE SharePoint.

This is year two (2) of a five (5) year contract. Renewal of contract shall be contingent upon the successful completion of services from the preceding fiscal year's contract and the availability of funds. Personnel associated with this contract are not former Department employees or related to any Department employee.

## Scope of Contract:

- Term of Contract: January 1, 2021 December 31, 2021
- Total Amount to be Awarded: \$150,000

Funding Source: State and IDEA

This item references Goals 1, 2, 4, and 6 of the *Mississippi Board of Education* 2018-2022 Strategic Plan.

Recommendation: Approval

Back-up material attached

## New Braille Textbook and Instructional Material Services

CONTRACTORS NAME	Year 1	Year 2
T-Base Communications, USA, Inc. Ogdensburg, NY	\$ 75,000.01	\$ 75,000.00
SeeWriteHear, LLC Scottsdale, AZ	\$ 75,000.01	\$ 75,000.00
TOTAL	\$150,000.02	\$150,000.00