

OFFICE OF CHIEF ACADEMIC OFFICER
Summary of State Board of Education Agenda Items
December 20, 2018

OFFICE OF FEDERAL PROGRAMS

02.D. Action: Contract with Cayen Systems to provide a Data Management System for the 21st Century Community Learning Centers program (CCLC) [Goals 1, 2, 4, and 5 – MBE Strategic Plan]

Awarded Vendor: Cayen Systems
Milwaukee, Wisconsin

Scope of Project: The purpose of the contract is to retain the services of Cayen Systems to provide a Data Management System for 21st CCLC program to assist the state with reporting complete and accurate data to the United States Department of Education. The contract will be effective for five (5) years and shall be contingent upon the successful completion of the preceding year's contract and the availability of funds.

Cayen Systems will provide a customizable data management system that does the following:

- Collect and report data in order to meet compliance requirements of the 21st CCLC program,
- Communicate grantee program successes through program evaluations,
- Increase reporting accuracy, and
- Reduce administrative workload.

Personnel associated with this contract are not former Department employees or related to any Department employees

Scope of Contract:

- Term of Contract: January 1, 2019 – June 30, 2023
- Total Amount to be Awarded: \$299,500
- Method of Award: Request for Proposals through ITS

Funding Source: Federal funds

This item references Goals 1, 2, 4, and 5 of the *Mississippi Board of Education 2018-2022 Strategic Plan*.

Recommendation: Approval

Back-up material attached

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Executive Summary

21st Century Community Learning Center Data Management System

The Office of Federal Programs and the Office of Technology and Strategic Services have been working with the Mississippi Department of Information Technology Services (ITS) since October 2017 to procure a data management system for the 21st Century Community Learning Centers (CCLC) program. This system will gather data on before school, afterschool, and summer programs funded under the 21st CCLC grant.

Procurement Summary

This procurement was conducted through ITS using a Request for Proposals (RFP) method. Two proposals were received. Both proposals were reviewed, and the vendors gave online demonstrations and answered questions from the review team. The RFP review team was comprised of:

- Three (3) representatives from the MDE Office of Federal Programs
- Two (2) representatives from the MDE Office of Technology and Strategic Service

KEY COMPONENTS OF THE SYSTEM INCLUDE:

State Education Agency Tools

- Registration tools
- Program activities and sessions setup
- Program attendance collection
- Program reporting
 - Analysis of afterschool programing
 - Individual participants
 - Staffing
 - Activities
 - Funding sources
- Evaluation tools

COST INFORMATION

Contract Year	Item	Cost
Year 1 – 2018-2019	Product customization, implementation, hosting, testing, training, maintenance	\$35,500
	License, Subscription, etc.	\$20,000
Year 2 – 2019-2020	Website Hosting, management, maintenance, and technical support	\$35,500
	License, Subscription, etc.	\$22,000
Year 3 – 2020-2021	Website Hosting, management, maintenance, and technical support	\$35,500
	License, Subscription, etc.	\$25,000
Year 4 – 2021-2022	Website Hosting, management, maintenance, and technical support	\$35,500
	License, Subscription, etc.	\$27,000
Year 5 – 2022-2023	Website Hosting, management, maintenance, and technical support	\$35,500
	License, Subscription, etc.	\$28,000
Grand Total Five Year Cost of Contract		\$299,500

VENDOR INFORMATION

Cayen Systems is a nationally known company that has been in business for 20 years in the area of online afterschool program management.