



SCOPE OF SERVICES: RFP 1174 Healthy Relationships Programming

(NOTE: answers to these and all “Scope of Services” questions and proposal requirements are to be submitted using the Bonfire Questionnaire, NOT this document. This document is for reference only)

Milwaukee Public Schools is seeking vendor proposals to provide in person programming which promotes positive youth development and advances health equity for adolescents through provision of evidence-based comprehensive sexual health education and teen pregnancy prevention curriculum. Vendors shall supply all necessary facilitators, supplies, and curriculum documents necessary to deliver curriculum. All charges shall be incorporated into an all-inclusive unit rate based on one hour of delivery of classroom programming.

Contracted vendor(s) deliver comprehensive, evidence-based instructional services to Milwaukee Public Schools middle and high school students. Programming covers core topics in youth health and wellness—including teen pregnancy prevention, STI awareness, decision-making and refusal skills, mental health, and access to supportive resources.

While exact scheduling varies by selected curriculum, services are typically delivered over a single semester, consisting of 8 to 13 hour-long sessions offered 1 to 2 times per week. To evaluate program impact and student growth, partners will administer pre- and post-assessments, along with submitting mid-year and end-of-year implementation reports.

Items Requested and Minimum Respondent Qualifications

Below are the curriculums which are approved for Human Growth and Development instruction.

1. Positive Prevention Plus - <https://www.positivepreventionplus.com/>
2. Making Proud Choices - <https://www.etr.org/solutions/curricula/making-proud-choices/>
3. Relationship Smarts Plus - <https://www.dibbleinstitute.org/>
4. [My Sexual Health Middle School](#) - provided by DPI
5. [My Sexual Health High School](#) - provided by DPI
6. [Botvin LifeSkills Training](#)

Other Curricula may be considered subject to MPS approval but must conform with the following:

- The importance of communication about sexuality between the pupil and the pupil's parents or guardians.
- Reproductive and sexual anatomy and physiology, including biological, psychosocial, emotional, and intellectual changes that accompany maturation.
- The benefits of and reasons for abstaining from sexual activity. Instruction under this subdivision shall stress the value of abstinence as the only reliable way to prevent pregnancy and sexually transmitted infections, and shall identify the skills necessary to remain abstinent.
- Methods for developing healthy life skills, including setting goals, making responsible decisions, communicating, and managing stress.
- How alcohol and drug use affect responsible decision making.
- The impact of media and one's peers on thoughts, feelings, and behaviors related to sexuality.
- Adoption resources, prenatal care, and postnatal supports.
- The nature and treatment of sexually transmitted infections.
- Address self-esteem and personal responsibility, positive interpersonal skills, and healthy relationships.
- Identify counseling, medical, and legal resources for survivors of sexual abuse and assault, including resources for escaping violent relationships.
- Address the positive connection between marriage and parenting.
- Present information about avoiding stereotyping and bullying, including how to refrain from making inappropriate remarks, avoiding engaging in inappropriate physical or sexual behaviors, and how to recognize, rebuff, and report any unwanted or inappropriate remarks or physical or sexual behaviors.
- Presents abstinence from sexual activity as the preferred choice of behavior for unmarried pupils.
- Explains pregnancy, prenatal development, and childbirth.
- Explains the criminal penalties under ch. 948 for engaging in sexual activities involving a child.

Otherwise, vendor may use the MPS HGD curriculum.

- **Minimum Experience:** We require a minimum of 3 to 5 years of demonstrated experience successfully designing and delivering evidence-based health education programs.
- **Licensure & Certifications:** Contractor must have a minimum of one staff assigned to work under resulting contract who holds a valid Wisconsin Department of Public Instruction (DPI) teaching license—ideally in Health, Physical Education, or Family & Consumer Science—or possess an equivalent professional credential in public health, nursing, or clinical youth work. Unlicensed instructors must be actively supervised by a DPI-credentialed educator. DPI licensed teachers must administer pre and post assessments. MPS will give scoring preference toward higher involvement with DPI licensed staff beyond the minimum requirement.
- **Urban School District Experience:** Substantial, proven experience working within large, culturally diverse urban school districts is essential. Instructors must demonstrate trauma-informed instructional practices, high cultural responsiveness, and a deep understanding of the unique strengths and systemic challenges facing Milwaukee youth.

- **Reporting Frequency:** When active services are in place, vendor(s) will submit monthly progress reports directly to MPS Health & Physical Education Curriculum Specialist, HGD Lead to ensure consistent oversight, smooth scheduling, and prompt resolution of any implementation needs.
- **Attendance Tracking:** Daily, class-level attendance tracking is mandatory for every session. Instructors must capture student attendance per group and share these records with our MPS liaison.
- **Engagement with MPS Systems:** Partners will be granted guest Wi-Fi access within MPS buildings, but must bring their own electronic devices (laptops/tablets) for instruction and administrative tasks. Interactive classroom smartboards can be made available for partner use upon advance request.
- **Pre/Post-Testing Expectations:** To measure student growth and program efficacy, partners are required to administer a standardized Pre-Assessment before session 1 and a Post-Assessment at the conclusion of the final session. The partner is responsible for collecting, aggregating, and anonymizing this data, then presenting key findings in the mid-year and end-of-year reports.
- **Parental Consent & Transparency:** Active family engagement and consent are critical. Prior to starting any instruction, parents/guardians must receive a formal notification letter that outlines the HGD curriculum scope and sequence. This letter must give parents the opportunity to review the instructional materials and formally approve or opt out of their child's participation.
- **Flexible Grouping Options:** To foster a comfortable learning environment and boost student participation, instruction may be delivered in gender-specific cohorts (e.g., splitting classes into smaller male/female or identity-aligned groups). Partners are encouraged to leverage this strategy whenever it enhances student comfort, candid discussion, and overall engagement.

MPS HGD curriculum - https://drive.google.com/drive/folders/11ySJd9Eq431F_08Oc-mhis_-jrjFGec?usp=drive_link

In addition to implementation of curriculum, vendors will be required in person or by remote communication to address any questions or concerns of MPS and the parents/guardians of participants.

Beyond direct classroom instruction, partners will be expected to participate in pre-session orientation and parent Q&A sessions for every school receiving services.

- **Timing & Frequency:** These syncs occur before student instruction begins—typically as a single, coordinated session per school site (available either in-person or virtually).
- **Scope:** The partner and the assigned MPS liaison will join forces to present the curriculum overview, address any parent/guardian questions or concerns, and align with school staff.
- **Time Commitment:** Vendors should plan for approximately 1 to 2 hours of prep and meeting time per school location prior to launch. This ensures full community transparency and parent comfort while keeping the administrative workload manageable for the partner team.

MPS will determine whether proposals have met the minimum proposal requirements set forth below. Only those proposals passing all of the minimum proposal requirements, unless waived, will be passed on for evaluation according to the criteria.

Contract Period

It is anticipated that a contract resulting from this RFP will be for a period of one year from November 1, 2026 through October 30, 2027 with the possibility of two one-year extensions

Performance Metrics

MPS will base its renewal decisions on the following performance metrics to be rated by MPS personnel. A contractor must attain a minimum score of 90 points to be eligible for contract renewal; however, 90 points does not guarantee renewal.

Performance Metrics	Points
1. Instructional Delivery & Compliance - Alignment with approved curriculum (e.g., positive prevention plus, making proud choices, MPS HGD curriculum, etc.) - Compliance with WI Statute 118.019 - All facilitators hold a valid WI DPI teaching license - Lessons delivered in 45-60 minutes for 8-13 sessions during a single semester.	30 Verification method: Site visits / Classroom observations Staff Credentials (licenses) Facilitator logs
2. Pre Implementation & Parent Engagement - Facilitation of pre-session - Parent notification letters detailing curriculum scope and opt-out options. - Attendance and active participation in 1–2-hour orientation.	20 Verification method: Copies of distributed parent consent letters / notification letters
3. Data Collection: Testing & Student Impact - Administration of standardized Pre-Assessments prior to Session 1. - Administration of post-assessments upon final session completion. - Timely collection, aggregation, and anonymization of assessment data.	20 Verification method: Submitted pre/post data sets summary Measurement of student growth trends
4. Administrative & Attendance Reporting - Mandatory daily, class-level attendance tracking per group. - Timely submission of monthly progress reports to Carlos Rodriguez (MPS Health & PE Specialist / HGD Lead) - Submission of comprehensive mid-year and end-of-year reports detailing reach, outcomes, and implementation.	20 Verification method: Monthly attendance log On time submission of monthly, mid-year, and end of year report
5. Compliance with all other parts of Contract	10

• Timely submission of invoices • Performing services within the term dates • Services parameters being met	Verification method: Partner quotes and invoices Partner attendance logs
	100

Award

Contract awards are subject to review by the MPS Administration and Board of School Directors.

Evaluation

Criteria

The criteria below, weighed as indicated, will be used to evaluate those proposals that meet all minimum proposal requirements.

Criteria	Description	%
Experience, Qualifications, and Financial Stability	Information set forth in Questionnaire	30%
Quality of Proposed Solution and Ability to Meet MPS's Needs	Information set forth in Questionnaire	35%
Environmental Sustainability Plan	Information set forth in Questionnaire	5%
Cost	Pricing of Proposed Services.	30%

Federal Funding Disclosure

If federal funds are being utilized towards this RFP, this information will be provided in Bonfire, Files Section.