



**Calvert County
Public Schools**

Daniel D. Curry, Ed.D.
Superintendent of Schools

1305 Dares Beach Road
Prince Frederick, MD 20678
Telephone: (410) 535-1700
(301) 855-1834
FAX: (410) 535-7298
TDD: (410) 535-6852
www.calvertcounty.education

MEMORANDUM

TO: Board of Education of Calvert County
VIA: Dr. Daniel Curry, Superintendent
FROM: Kevin Michael, Director of Procurement and Resource Management
DATE: January 12, 2017
SUBJ: Award for Strategic Planning Consultant (ITB #CCPS-INSTR-05-2017)

In September 2016, Calvert County Public Schools (CCPS) posted an Invitation to Bid (ITB #CCPS-INSTR-05-2017) requesting proposals for consulting services to assist in the facilitation and development of a three-year strategic plan for CCPS. Five (5) consulting firms submitted technical and cost proposals which were evaluated by CCPS staff as follows:

Strategic Planning Consultant (ITB #CCPS-INSTR-05-2017)					
Bid Tabulation					
	UPD Consulting	District Management Council	Management of America Consulting, LLC	Demosophia, LCC	Transformational Systems, LLC
<u>Experience (15 points maximum)</u> -related work with other public school systems similar to CCPS -consulting services in the area of strategic planning	12	13	13	7	5
<u>Qualifications (15 points maximum)</u> -resume of business principles, including related experience and credentials -resume of lead person(s) for this project, including related experience and credentials	12	14	11	10	8
<u>Quality of Proposal (30 points maximum)</u> -approach -timeline -deliverables	27	28	23	10	12
<u>Cost (30 points maximum)</u>	28	25	24	25	23
<u>Interview & BAFO (10 points maximum, if needed)</u>	7	10	N/A	N/A	N/A
<u>Total Score</u>	85	90	72	52	48

The identified funding source for strategic planning consulting services is through local funding.

RECOMMENDATION:

Recommend the contract for strategic planning consulting services be awarded to The District Management Council, LLC, 133 Federal Street, Boston, MA 02110 in the amount of \$115,000.00.

Daniel D. Curry, Ed.D.
Superintendent of Schools