OFFICE OF CHIEF INFORMATION OFFICER Summary of State Board of Education Agenda Items February 20, 2020

OFFICE OF TECHNOLOGY AND STRATEGIC SERVICES

02.B. Action: Contract with Urban Policy Development, LLC to provide independent consultant services through process and staff development, current state documentation, future state documentation and design requirements for a new MSIS [Goal 5 – MBE Strategic Plan]

Awarded Vendor: Urban Policy Development, LLC

Baltimore, Maryland

Scope of Project: The purpose of this contract is to retain the services of Urban Policy Development, LLC. The contractor will provide independent consultant services that will help OTSS grow its capacity through process and staff development, documentation of the current state of the MSIS, documentation requirements for a new MSIS and develop a design that meets those requirements. This work is divided into three sections:

- I. Process Maturity
- II. Current State Documentation
- III. Future State Documentation and Design

The term of this initial contract is March 02, 2020 through February 05, 2022. Renewal of contract shall be contingent upon the successful completion of the preceding year's contract and the availability of funds. Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

Total amount to be awarded: \$2,085,926

Method of Award: Request for Proposal

Funding Source: State and Federal Funds

This item references Goal 5 of the *Mississippi Board of Education 2018-2022 Strategic Plan.*

Summary of Selection Process:

A competitive selection process was utilized to award this contract.

Scoring Criteria:

- 1. Technical Factors [33 points]
 - a. Management Summary 3 points
 - b. Detailed Plan 27 points
 - c. Additional Data 3 points
- 2. Management Factors [32 points]
 - a. Corporate Experience and Capacity 2 points
 - b. Personnel 16 points
 - c. References 14 points
- 3. Cost Factors [35 points]
 - a. Section I Deliverables 12 points
 - b. Section II Deliverables 12 points
 - c. Section III Deliverables 11 points

Recommendation: Approval

Back-up material: None