

RFP 24CURR1
INDIVIDUAL EDUCATION PLAN (IEP) SOFTWARE

FACT SHEET

A. **Overview:** This recommendation is to establish a contract for an Individual Educational Plan (IEP) software for Frederick County Public Schools (FCPS) in preparation to support and grow a robust digital ecosystem. Proposals were opened on April 4, 2024.

1. **Bid participation:**

51 proposals downloaded
5 companies submitted a proposal

2. **Bids were received from:**

IEP & Me, Inc. (Oakland, CA)
PowerSchool Group, LLC (Folsom, CA)
eduProject ELL, LLC dba: Project Education (Plano, TX)
Public Consulting Group, LLC (Boston, MA)
U Startups, Inc. (Bethesda, MD)

Other facts:

- The contract term will be effective from date of award through June 30, 2029, with three additional two-year terms.
 - IEP & Me, Inc., eduProject ELL, LCC, and U Startups, Inc. were disqualified due to their submission being deemed non-responsive.
 - Evaluation had a three-part process: First, staff looked at the minimum IT qualifications; second staff conducted a technical evaluation; lastly, staff reviewed vendors through an interview presentation/demo of the software.
 - The technical demonstrations and the interviews were conducted by staff and community members.
 - Cost was evaluated on a weighted average where the lowest cost receives full points.
 - This contract will be administered by Troy Keller, Director, Special Education.
3. **Source of funding:** Board of Education of Frederick County FY25 Approved Operating Budget and contingent upon Board approval of FY26, FY27, FY28 and FY29 Operating Budgets.

B. **Recommendation:** Staff recommends that RFP 24CURR1, Individual Education Plan (IEP) Software, be awarded to Public Consulting Group, LLC, per the attached scoring summary and bid tabulation.

C. **Action taken by the Board (Purchasing use only):**

_____ Approved	_____ Denied	_____ Deferred	_____ Other	DG/kl
_____ Date	_____ Date	_____ Date	_____ Date	BOE Mtg.: 08.28.24

SCORING SUMMARY

Vendor	Phase 2 Technical Total Score	Phase 3 Interview Total Score	Cost Score	Total
Possible score	100	50	50	200
Public Consulting Group LLC	81.66	48.06	35.99	165.71
PowerSchool Group LLC	73	39.56	50	162.56

Evaluation Criteria:

I. Technical Proposal Phase 2 (100 Points)

Ability Profile Measure Checklist (65 points)

- Compliance - 15
- Documentation - 10
- Software Delivery, Format, and Content - 15
- Reporting - 15
- Integration with SIS/ease of data transfer - 10

Questionnaire (35 points)

- Business Structure - 5
- Insurance, Financial, and Legal Issues - 5
- Experience of Staff Assigned to the Project - 5
- References - 12
- Understanding of the Scope, Project, Approach, and Identification of Outcomes - 5
- Additional Information - 3
- Exceptions

II. Interview/Demo Phase 3 (50 points)

- Questions - 25
- Demonstration - 25

**RFP 24CURR1, INDIVIDUAL EDUCATION PLAN (IEP) SOFTWARE
BID TABULATION**

		PowerSchool Group, LLC	Public Consulting Group, LLC
		Bid Price	Bid Price
1.	Provide a price for the software licensing, maintenance, and support for each module as applicable using this format:		
	Licensing, Maintenance, and Support Fees Year 1 FY25	\$ 123,951.89	\$ 245,000.00
	Licensing, Maintenance, and Support Fees Year 2 FY26	\$ 130,149.49	\$ 257,250.00
	Licensing, Maintenance, and Support Fees Year 3 FY27	\$ 136,656.96	\$ 270,000.00
	Licensing, Maintenance and Support Fees Year 4 FY28 (cost will not be considered during evaluation process)	\$ 143,489.81	\$ 283,500.00
	Licensing, Maintenance and Support Fees Year 5 FY29 (cost will not be considered during evaluation process)	\$ 150,664.30	\$ 297,750.00
2.	Provide a price for initial training services	\$ 16,976.75	Included
3.	Provide a price for data conversion and implementation services	\$ 75,488.50	Included
4.	Provide percentage charged for Medicaid billing services	N/A	8%
5.	Provide cost per student for each Individualized Education Plan (IEP)	\$ 2.61	Included
6.	Provide cost per student for each 504 Plan (504)	\$ 0.56	Included
7.	Additional fees for reporting features and capabilities	N/A	Included
8.	Additional features not included in the scope of work (cost will not be considered during evaluation process)	N/A	Included