

CHRONOLOGY OF THE AGENDA ITEM
RFP 25-752-004
Capital Improvement Program Planning and Management Services
Contract Award

Scope:

Contract Award of RFP 25-752-004 Capital Improvement Program Planning and Management Services to provide management of the DCSD capital improvement program projects, data collection and planning for the next funding cycle, E-SPLOST VII (July 2027).

Contract/Renewal Term:

The contract will begin upon Dekalb County Board of Education (“the Board”) approval at the January 13, 2025, meeting and a subsequent fully executed contract. The term of the contract shall be for one (1) year from the date of award with options for four (4) one (1)- year renewals.

Solicitation Process:

In September 2024, the Board declined to renew the contract of ACERM for Program Management Services. In October 2024 the Board approved the extension of the ACERM contract through May 2025.

A Request for Proposals (RFP) was competitively solicited October 31, 2024, for Capital Improvement Program Planning and Management Services through the Purchasing Department. Notification of the RFP was sent via email to 19 vendors from the DCSD Vendor Bid List, 1,208 vendors through the State of GA Procurement Registry and 667 vendors through IonWave. The solicitation was advertised in the Champion Newspaper, October 31, 2024, November 14, 2024, November 21, 2024, and November 28, 2024, and posted on the DCSD website.

On December 10, 2024, proposals were received from two (2) firms. Both proposals were deemed responsive and evaluated by a selection committee. Both firms were short-listed and recommended by the selection committee to be interviewed. Interviews were conducted on December 20, 2024. **Hoar Program Management LLC.**, submitted the most responsive and responsible proposal for program management services.

Award

This request is to authorize DCSD to contract with **Hoar Program Management LLC**, the most responsive and responsible offeror for program management services based on the selection committee evaluation.