



# College Station Independent School District

*Success...each life...each day...each hour*

## MEMORANDUM

To: Dr. Clark Ealy, Superintendent

From: Mike Martindale, Deputy Superintendent

Date: December 12, 2018

Subject: RFP #19-004 Professional Development Services for Curriculum Teams and Leaders

Agenda Item: K – 7.

## BACKGROUND

Request for Proposals (RFP) #19-004, Professional Development Services for Curriculum Teams and Leaders, was mailed to three (3) vendors on November 15, 2018, and advertised according to state law, local policy and standard practices. Five (5) vendors responded to the RFP which opened December 6, 2018.

The proposal was based on pricing per hour, ½ day, and full day professional development services for curriculum writing within the framework of Understanding by Design. Staff from the Departments of Curriculum and Instruction and Purchasing scored all proposals using the attached evaluation matrix.

It is the recommendation of Mark Pantel, Director of Purchasing, and Jeff Mann, Director of Instruction and Leadership Development, to award RFP#19-004 Professional Development Services for Curriculum Teams and Leaders to McTighe and Associates for an estimated annual amount of \$53,850.00 using Title II Federal Funds.

## RECOMMENDATION

It is recommended that the Board of Trustees of College Station Independent School District award RFP#19-004 Professional Development Services for Curriculum Teams and Leaders to McTighe and Associates for an estimated annual amount of \$53,850.00 using Title II Federal Funds.

**Mike Martindale**  
Deputy Superintendent -  
Chief Financial Officer

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**CLARK C. EALY, Ph.D.**  
Superintendent of Schools