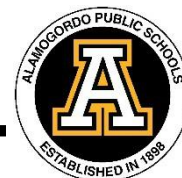


**Alamogordo Public Schools**  
PO Box 650  
Alamogordo, NM 88311-0650



Business & Finance  
Chief Procurement Officer  
1211 Hawaii Avenue  
Alamogordo, NM 88310

Office: (575) 812-6044  
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Date: February 21, 2024

To: Alamogordo Public Schools Board of Education  
Acting Superintendent – Michael Crabtree

From: Chief Procurement Officer

Re: Award Recommendations for RFP #003-2024 –Professional  
Consulting Services – On-Call

**Background:**

The Alamogordo Public Schools has posted and evaluated a Request for Proposal (RFP) for Professional Consulting Services – On-Call to perform the services as set forth or described in the District’s Request for Proposal No. 003-2024. This Request for Proposals was issued on December 18, 2023 proposals were due on January 30, 2024. Contracts would be issued with an On-Call basis where price control will be established with the standard Purchase Order approval process and fall within the budget limitations of the requesting Department/School.

**Response:**

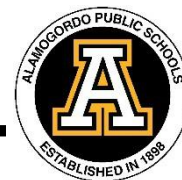
There were nine companies that submitted a proposal and were deemed responsive to the solicitation: Leadership Training Group LLC (Dale Carnegie), Learner Centered Collaborative, Breathe for Change, Catapult Learning West LLC, eTherapy, Learn New Mexico, Academy for Urban School Leadership, RefineM, and SESI.

**Evaluation:**

The Evaluation Committee met on February 5, 2024 to review the nine proposals and scored them in accordance with the published evaluation criteria. No follow-up presentations were deemed necessary.

**Outcome:**

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The Evaluations Committee based their recommendation of award on the best value method taking into consideration the scoring of published criteria in the Request for Proposal. The evaluation scores are listed below.

Firm/Company	Averaged Evaluator Score
Leadership Training Group LLC (Dale Carnegie)	97.4
Learner-Centered Collaborative	96.4
Breathe for Change Inc	93
Catapult Learning West LLC	92.2
E-Therapy LLC	78.6
Learn New Mexico	69.4
Academy for Urban School Leadership	64.2
RefineM	49.2
SESI	43

Evaluation criteria allowed a maximum score of 100 with an additional 5-point NM Resident Business, Veteran or Native American preference also possible. The Evaluation Committee prior to scoring set a minimum threshold of an averaged score of 90.

**Recommendations:**

The Evaluation Committee for RFP NO. 003-2024 respectfully recommends that the Alamogordo Public School Board of Education award on call contracts to Leadership Training Group LLC (Dale Carnegie), Learner Centered Collaborative, Breathe for Change, and Catapult Learning - Professional Development.