



**RFP 6642**  
**Washtenaw County**  
**Professional Development Program**  
**Proposal Recommendations**  
**Facilitation**



The PDSC review subcommittee for RFP 6642 has reviewed the 11 vendor proposals received, based on the following criteria: (See sample rating sheet attached, along with grid of reviewer ratings). **Facilitation** vendors with a final combined rating of 75% or higher have been accepted into the 2012/2013 vendor pool.

**Evaluation Criteria for facilitation vendors:**

- Facilitation skills effectively demonstrated
- Prior history with County initiatives and culture
- Proximity and availability
- Rates/pricing structure – cost effectiveness

After reviewing all 11 proposals submitted for RFP 6642, the Professional Development Standing Committee has the following recommendations.

<b>Vendors recommended for 2012/2013 facilitation vendor pool YES</b>	<b>Vendors <u>not</u> recommended for 2012/2013 facilitation vendor pool NO</b>
1. Dolan and Associates, LLC 2. HR Strategies & Solutions 3. Human Network 4. Penny A. Drain	<del>1. Community Development Professionals, LLC</del> <del>2. Hartfield Resolution Group</del> <del>3. Learning Designs, Inc.</del> <del>4. PRISM Learning Solutions</del> <del>5. Rizzo and Associates, LLC</del> <del>6. Vantagen, LLC</del> <del>7. Wayne State</del>

**See attached Reviewer Proposal Rating Sheet**  
**See attached Reviewer Rating Grid**

RFP 6642
Professional Development Vendor Proposal Rating Sheet
Facilitation

Table with 2 columns: Vendor, Score. Score maximum is 100, 90 max if no prior vendor history info.

Completeness of Proposal (10 points category total)

Score: [ ]

Proposal completeness demonstrating ability to provide requested services. Proposal should be well developed with information easy to locate and all requested attachments provided~

- Ease of navigation
Inclusion of requested attachments
Inclusion of signature
Agreement to Terms/Conditions & Contract Provisions
Inclusion of references

Facilitation Skills Demonstrated (40 points category total)

Score: [ ]

Proposal demonstrates that the vendor has effective facilitation skills and processes~

Proximity to Washtenaw County (15 points category total)

Score: [ ]

- Is the vendor local - either for site location training or for travel to WC under immediate need situations?
Will the vendor be able to provide services under normal seasonal conditions?
Is this a Washtenaw County vendor?

Pricing Structure (25 points category total)

Score: [ ]

Proposal demonstrates that the vendor is able to maintain cost effective facilitation services~

- Daily Rate: \_\_\_\_\_
Half-Day Rate: \_\_\_\_\_
Hourly Rate (if applicable): \_\_\_\_\_
Support Work Rate \_\_\_\_\_

History and Experience with Vendor (10 points category total)

Score: [ ]

Please consider WC past history with this vendor~

- Ability to provide requested services
Quality of services provided
Ease of working with vendor

\*\*\*Please leave this "history" section blank if you have no past experience - Scoring will be adjusted

2012/2013 Facilitator Vendor Pool  
RFP 6642 Recommendations

		Reviewer #1	Reviewer #2	Reviewer #3	Reviewer #4	Reviewer #5	TOTAL	Total Points Possible	FINAL SCORE	RECOMMENDATION
1	Community Development Professionals, LLC	46	47	66	51	48	258	450	57%	
2	Dolan and Associates, LLC	90	83	86	63	87	409	500	82%	Yes
3	Hartfield Resolution Group	68	57	71	67	47	310	450	69%	
4	HR Strategies and Solutions, LLC	74	93	92	82	83	424	490	87%	Yes
5	Human Networks, Inc.	53	73	95	90	80	391	490	80%	Yes
6	Learning Designs, Inc.	68	75	71	40	60	314	450	70%	
7	Penny A. Drain Consulting	95	98	82	83	88	446	500	89%	Yes
8	PRISM Learning Solutions	48	48	60	47	68	271	450	60%	
9	Rizzo and Associates, LLC	35	42	36	41	63	217	450	48%	
10	Vantagen, LLC	20	38	35	18	59	170	450	38%	
11	Wayne State	53	54	68	42	67	284	450	63%	
	Accept above 75%									