

**Purchase Request #11**  
**Regular Board Meeting August 3, 2020**  
**Consideration of Approval to Contract for a Feasibility Study**

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with MGT Consulting Group to conduct a feasibility study for an expanded training center at the Houston Spaceport.

## **BACKGROUND**

The College was approached by the Houston Airport System to assist with procuring a firm who could provide a detailed feasibility study to assess the viability of an expanded training center at the Houston Spaceport and the College's EDGE center. The study will include an environmental scan to examine market data, demographic, educational and economic trends in the area and identify impediments to educational access and determine potential new programs to supply the needs to support the Houston Spaceport.

Request for qualifications (RFQ) #20-21 was issued and three responses were received. They were evaluated by a committee comprised of representatives from the College, representatives from the Houston Airport System, the Bay Area Houston Economic Partnership, and a consultant who specializes in educational programming. Based on the statement of qualifications submitted by MGT Consulting Group, along with a subsequent interview session, the evaluation committee determined they were the most highly qualified firm to perform the study.

This type of consulting service is classified as a professional service pursuant to Texas Government Code §2254 and is selected based on demonstrated competence and qualifications to perform the service.

## **IMPACT OF THIS ACTION**

The study will result in a consolidated market analysis of current and future occupational and educational outlook estimates, noting existing program inventories, populations, characteristics and projections, along with other factors that may increase or depress the potential demand for a training center for this industry in this region. Based on the market data analysis, stakeholder input, and findings of needs and obstacles, MGT Consulting will prepare a narrative identifying the most appropriate program needs, program delivery and target populations.

## **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

MGT Consulting Group's financial proposal for this service is a flat fee of \$119,964 and will be funded from a grant the College received from the Houston Airport System Development Corporation to facilitate the study and corresponding report.

## **MONITORING AND REPORTING TIMELINE**

The project delivery schedule and timeline is slated to be complete in five months once a contract is executed and the firm is engaged to commence.

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**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjc.edu

**ATTACHMENT NO. 1**

**RFQ 20-21 Feasibility Study  
Evaluation Summary**

<b>Criteria Descriptions</b>	<b>Maximum Value</b>	<b>Entangled Solutions</b>	<b>M.A.C. Enterprise Consulting Agency</b>	<b>MGT Consulting Group</b>
Project Methodology and Approach	140	111.00	26.00	100.00
Experience of the Firm / Reference Responses	105	82.30	39.00	92.50
Composition of the Team	70	53.50	20.00	58.00
Experience Working with Institutions of Higher Education or Public Entities	35	27.50	10.00	32.50
<b>Subtotal (50 Points x 7 Evaluators)</b>	<b>350</b>	<b>274.30</b>	<b>95.00</b>	<b>283.00</b>
Presentation and interview for top-ranked firms (50 Points x 7 Evaluators)	<b>350</b>	0 *	Not invited to participate	261.38
<b>Total Score</b>	<b>700</b>	<b>274.30</b>	<b>95</b>	<b>544.38</b>

**Final Ranking**

<b>Vendor Name</b>	<b>Total Score</b>
<b>1</b> <b>MGT Consulting Group</b>	<b>544.38</b>
2 Entangled Solutions	274.3
3 M.A.C. Enterprise Consulting Agency	95

*	Entangled Solutions was purchased prior to the interview session and withdrew from consideration.
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