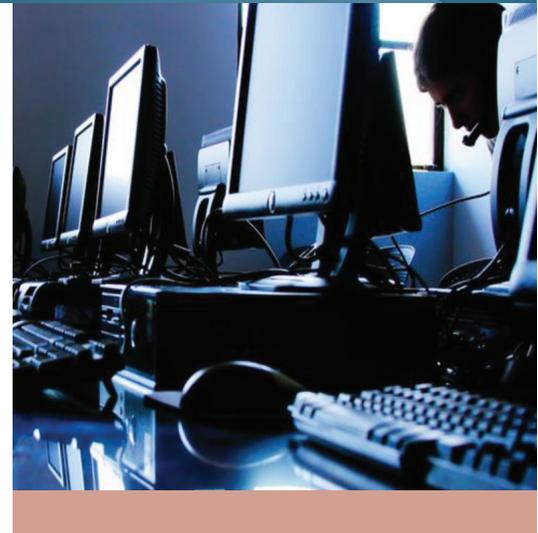
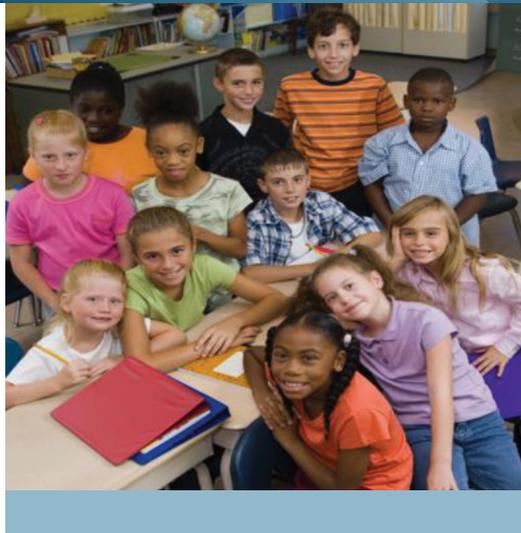


Administrative and Learning Systems

Procurement and Implementation Services



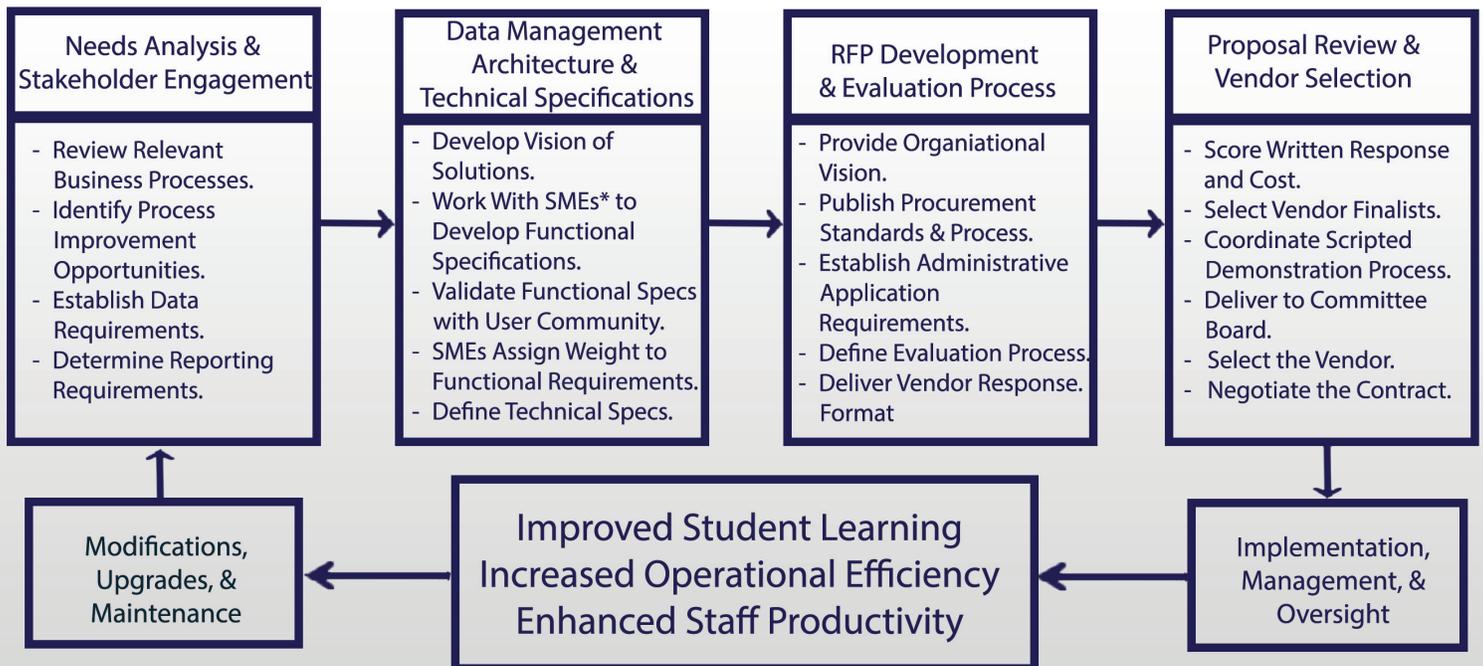
- How well are your technology applications supporting your organization's mission?

- How can your learning organization's needs and processes be aligned with the latest advances and capabilities in technology?

- Could you use experienced help to ensure a successful, on time, and within budget application procurement or implementation?

Aligning Leadership, Learning, and Technology for Nearly Three Decades

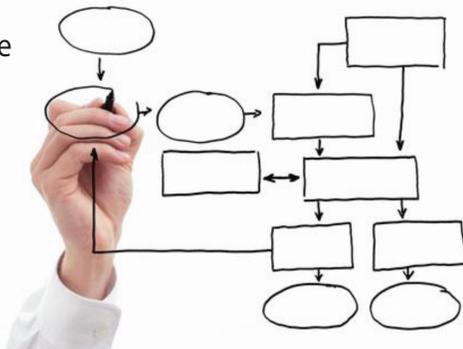
A PROVEN PROCESS & METHODOLOGY



*Subject Matter Experts

Procurement Roadmap

Learning organizations have unique needs and challenges. CELT's procurement process produces a comprehensive needs analysis, including interviews and focus groups of various stakeholders. CELT develops an individualized procurement process map that reflects the needs of all constituents in their learning organization. This roadmap serves as an important guide in the RFP and ultimate vendor selection process.



CELT's Procurement Support allows your organization to:

- Clearly define, understand, and communicate functional requirements.
- Develop an RFP that addresses the needs of stakeholders and fits the existing or new infrastructure.
- Use a sophisticated set of evaluation tools including rubrics, quantitative weighted scoring methods, and vendor demonstration scripts to select the best solution.
- Conduct a fair, unbiased, and transparent process.

Benefits - What CELT Clients Tell Us They Like About Our Process

As a result of working with CELT, I am more confident than ever that I know what I am buying, why, and what difference it will make.

Procuring a major IT system requires a set of skills that we did not have in our purchasing department. CELT provides those complimentary skills, reducing workload on purchasing by 80 to 90 percent.

CELT's process ensures that...

- The needs assessment, product demonstration, and participation from all effected departments produces buy-in from the user community.
- We achieved a good balance between cost and functionality.
- A level playing field for all vendors produces a detailed fair and thorough result and virtually eliminates vendor challenges.
- The RFP is sent to all qualified vendors.

CELT's process produces...

- (1) A Comprehensive Needs Analysis
- (2) Functional Specifications
- (3) Evaluation Criteria
- (4) Analytic Scoring Rubric

CELT brings its list of known industry specific critical success and risk factors, and during the process develops client-specific risk factors and recommendations for mitigating them.

The CELT process is so highly regarded by the vendor community that vendors add product functionality to their solutions based upon specifications developed by CELT's clients.

CELT produces a list of negotiating strategies and terms and participates in the vendor negotiation process, leading to an industry-accepted model IT procurement contract: saving time and legal fees.

PROCUREMENT SUPPORT OPTIONS

CELT can assist school districts and state departments of education with procurement of:

Student/Learning Systems

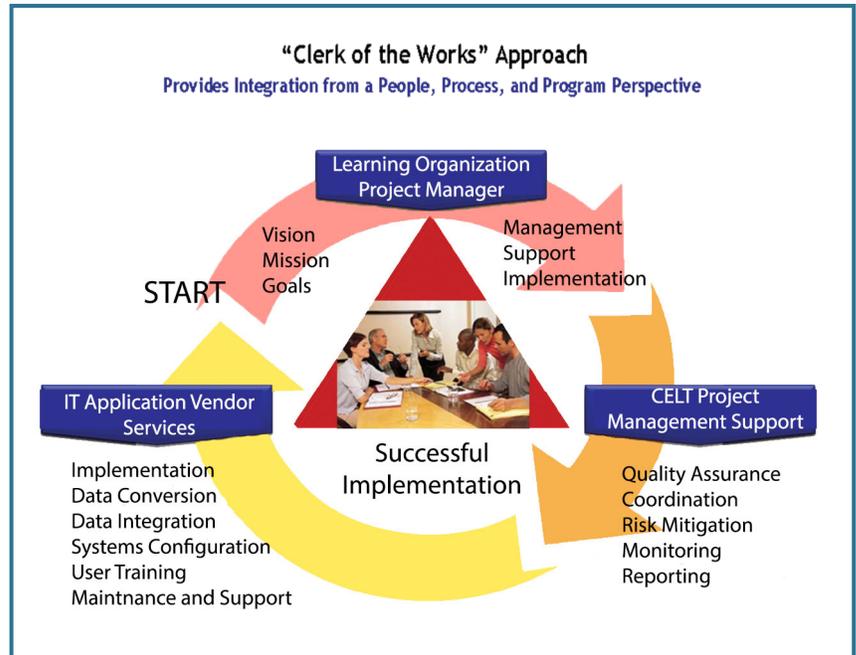
- Student Information System (SIS)
- Learning Management System (LMS)
- Library Information System
- Parent and Student Portal

Administrative Systems

- Financial System
- Human Resources System
- Transportation System
- Food Service System

Implementation Services

Following procurement, CELT will help ensure a successful implementation of the new system through mentoring, oversight, and project management support of the implementation process. CELT personnel, experienced in deploying administrative and learning applications will provide valuable assistance and guidance to your staff and the vendor.



About CELT

For nearly three decades, CELT has helped align leadership, learning, and technology in support of improved student achievement by working collaboratively with educational organizations to support and transform teaching, learning, and administrative processes. CELT is one of the leading and most comprehensive providers of research, planning, and implementation services for public/private schools, education service agencies, and departments of education. CELT's purpose is to help learning organizations attain their vision, mission, and goals by integrating high-quality, mission-critical programs, services, and technology with the organization's people and processes in a timely, efficient, and cost-effective way.



Center for Educational Leadership and Technology
65 West Boston Post Road
Marlborough, MA 01752
508.624.4474
www.celt.org