

## MONTGOMERY COUNTY PUBLIC SCHOOLS

*Expanding Opportunity and Unleashing Potential*

PROCUREMENT UNIT

April 16, 2021

301-279-3555

RFP Number: 4923.1  
Due Date: May 28, 2021  
Open Time: 2:00 p.m.

To: Prospective Respondents:

Montgomery County Public Schools (MCPS) is soliciting proposals from qualified vendors for the provision and implementation of an Enterprise Resource Planning Software and Implementation Services (Human Capital Management & Payroll).

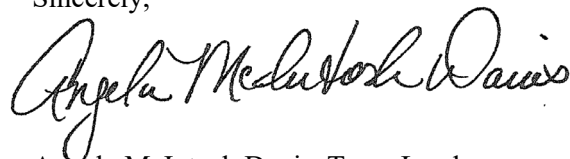
A virtual pre-proposal conference will be held on May 5, 2021 at 9:00 a.m. EST via WebEx. Details on the WebEx are contained in Section 14.0 of this Request for Proposal (RFP). Questions regarding the RFP must be submitted by 2:00 p.m. on April 27, 2021. Responses will be posted on the MCPS Procurement website by May 12, 2021.

Please respond according to the instructions provided in the attached RFP. Submissions must be received on or before 2:00 p.m. on May 28, 2021. Submissions received after this date and time will not be considered. Submittals shall be delivered in a sealed opaque envelope with the RFP number, opening date and opening time indicated in the lower left corner of the envelope. Submissions shall be delivered to Montgomery County Public Schools Procurement Unit, 45 West Gude Drive, Suite 3100, Rockville, Maryland 20850.

The contractor must submit one (1) original, one (1) redacted copy, one (1) electronic version of both original and redacted on flash drive, and five (5) separate hard copies of the proposal. In a separate sealed envelope the contractor must submit one (1) copy of the cost and one (1) electronic version of the cost on flash drive. The submission must be signed by an official having authority to contract with MCPS. The firm and official's name shall be used. This solicitation does not commit the district to pay any costs incurred in the submission of proposals or guarantee that an award will be made.

In the event of emergency closing of the MCPS Board of Education offices, this RFP will open at the same time on the next regular working day.

Sincerely,



Angela McIntosh Davis, Team Leader  
Procurement Unit

AMD:lsc  
Enclosure