

**Redistricting Consultant Selection Subcommittee**  
**November 6, 2019**  
**Superintendent's Conference Room 1, Wellesley Middle School**  
**40 Kingsbury St**

The meeting opened at 1:14 pm. Those present included the following members of the School Building Committee appointed to the Redistricting Consultant Selection Subcommittee: Board of Selectmen Vice Chair Tom Ulfelder, School Committee Chair Melissa Martin, Superintendent David Lussier, Executive Director Meghan Jop and Assistant Superintendent Cindy Mahr.

**Public Comment**

There was no one present who wished to speak.

**Evaluate and Rank Proposals**

Dr. Lussier outlined that the School Administration is seeking outside assistance to facilitate the redistricting work necessary for the MSBA project. The deadline for the Request for Proposals for the redistricting consultant was November 1<sup>st</sup>, and only one proposal was received from Applied Geographics.

This group is coming together to discuss the sole proposal against the criteria as outlined. Each individual had independently reviewed the bid against the criteria outlined in the proposal.

Dr. Lussier noted that he had reached out to districts with whom the bidder had worked previously and had received positive references from the district leadership with whom he spoke.

The Subcommittee was unanimous in marking the bidder as highly advantageous (5 out of 5) in the following three categories:

- Experience with similar District/School redistricting/boundaries of similar scope and size of Wellesley Public Schools (seven (7) elementary school buildings; 2,000 students)
- Knowledge of experience within a school community
- Ability to work collaboratively to build consensus with multiple stakeholders who may have different views displayed through examples of tools/strategies used in their consultancy work that have proven successful in consensus

The Subcommittee determined that Applied Geographics is the preferred vendor for this work and opened the Price Proposal. Upon review of the Price Proposal, the Subcommittee reached consensus to recommend the bidder's contract to the School Building Committee with the inclusion of some contingency funds to cover potential additional meetings.

The Sub-Committee adjourned at 2:00 PM.

Respectfully submitted,

Melissa Martin

Redistricting Consultant Subcommittee Member

**Documents and Exhibits Used:**

Applied Geographics Proposal

Applied Geographics Price Proposal

Criteria Ranking Sheets