



DEPARTMENT OF MANAGEMENT  
**SERVICES**

4050 Esplanade Way • Tallahassee, Florida 32399-0950

LAWTON CHILES, GOVERNOR

WILLIAM H. LINDNER, SECRETARY

September 18, 1995

Suite 315N

MEMORANDUM NO: 3 (95-96)

TO: All State Agency Purchasing Offices Addressed

FROM: *KB* George C. Banks, CPPO  
Director, Division of Purchasing

SUBJECT: Survey - Consulting Services

The Division of Purchasing is considering establishment of a contract for various sources of consulting services.

We have identified the following consultant services which are candidates for contracts. Please indicate if your agency contracts for any of these services:

<u>CATEGORY</u>		<u>DESCRIPTION</u>
Needs Assessment		Identify and develop assessment instruments, data collection methods, analysis and interpretation and public participation strategies.
YES	NO	ANNUAL CONTRACT DOLLAR VOLUME
___	___	\$ _____
Strategic Planning		The development of long range outcomes, priorities and strategies for the agencies.
YES	NO	ANNUAL CONTRACT DOLLAR VOLUME
___	___	\$ _____

CATEGORY

DESCRIPTION

Performance Budgeting

Implementation of the requirement of the Government Performance and Accountability Act of 1994.

YES                      NO

\_\_\_                      \_\_\_

ANNUAL CONTRACT DOLLAR VOLUME  
\$ \_\_\_\_\_

Performance Measurement

The systematic identification and development of appropriate outcome, performance and productivity indicators, performance monitoring and reporting systems.

YES                      NO

\_\_\_                      \_\_\_

ANNUAL CONTRACT DOLLAR VOLUME  
\$ \_\_\_\_\_

Please list any other consultant services and annual contract dollar volume your agency uses not listed above.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agency \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone & Fax Number \_\_\_\_\_

Please return this survey on or before October 3, 1995, to:

Stephany R. Fall  
Bureau of Procurement  
Division of Purchasing  
4050 Esplanade Way, Suite 315N  
Tallahassee, FL 32399-0950

Fax Number:        (904) 488-5498 or Suncom 278-5498

Should you have any questions, please do not hesitate to call Stephany R. Fall at (904) 488-7516 or Suncom 278-7516.

GCB/srf