REQUEST FOR PROPOSALS

For

STRATEGIC PLANNING

FACILITATION

Request for Proposals Issued: February 2, 2015

Deadline for Submittal of Proposals: February 23, 2015

I. OVERVIEW

Introduction

The Sacramento City Unified School District (SCUSD) is seeking proposals from qualified consulting firms to



IV. CONTENTS FOR PROPOSALS

In order for proposals to be considered, said proposal must be clear, concise, complete, well organized and length of responses or visual exhibits is important.

The proposals shall be organized in the format listed below and shall be limited to thirty (30) pages (excluding

Respondents shall read each item carefully and answer accurately to ensure compliance with SCUSD requirements. Failure to provide all requested information or deviation from the required format may result in disqualification.

A. Submittal Letter

Include the

V. SELECTION CRITERIA

Firms submitting proposals are advised that all proposals will be evaluated to determine the firm deemed most qualified to meet the needs of SCUSD. The selection criteria will include, but not be limited to, the items listed below:

- A. Demonstrated understanding and responsiveness to the Request for Proposals.
- B. Proposals and experience of firm and personnel named in the proposal.
- C. Past experience assisting California school districts in implementing strategic plans.
- D. Project understanding and approach including an understanding of the District.
- E. Satisfaction of previous clients. Provide at least three (3) references that reflect similar demographics and student performance, and are similar to the work contemplated in this RFP. Include the scope of work for each reference.
- F. Oral interview (if applicable).
- G. Completeness and quality of the proposal.
- H. Cost

VI. PROCESS FOR SELECTING FIRM

A Selection Advisory Committee will evaluate and select those firms deemed to be the most highly qualified to perform the required services.

The Selection Advisory Committee may choose to interview any, all, or none of the respondents as may be in the best interest of SCUSD. If interviews are held, selected firms will be notified as to place, time, date and purpose of the interview.

The names of all firms submitting proposals and the names, if any, selected for interview shall be public information. At the conclusion of the RFP process, committee comments and evaluation scores, as well as the contents of all proposals become public information. Firms that have not been selected will be notified in writing after the conclusion of the selection process.