



Request for Qualifications

202021-005

Request for Qualifications for Diversity, Equity and Inclusion Curriculum Consultant

The Eanes Independent School District (“Eanes ISD” or “District”) seeks qualified consultants to partner with the District regarding Diversity, Equity and Inclusion (“DEI”) curriculum and resources.

Eanes ISD invites qualified individuals, consultant firms, non-profits, and other organizations with expertise in providing DEI curriculum consulting to submit one (1) original and one (1) .pdf file sent via email containing the requirements as outlined in this Request for Qualifications (RFQ). An electronic version of this document can be found at:

<https://www.eanesisd.net/dept/purchasing/bid>

Completed original documents must be mailed to:

Eanes Independent School District
Purchasing Coordinator
601 Camp Craft Road
Austin, TX 78746

and emailed to: purchasing@eanesisd.net with the subject clearly stating:
RFQ for DEI Curriculum Consultant

Qualifications will be accepted until 2:00 PM on July 28, 2021. Interested vendors are encouraged to submit proposals as soon as possible, as submissions will be opened upon receipt.

It is the policy of the District that the selection of a vendor to provide professional services in connection with this RFQ be based on demonstrated competence and the professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price. The District will evaluate each submission of Qualifications to determine responsiveness to the District’s needs. Eanes ISD reserves the right at any time to reject any or all submissions.

The District shall first select the most highly qualified provider from the pool on the basis of demonstrated competence and qualifications and then attempt to negotiate a contract with that provider at a fair and reasonable price. If a satisfactory contract cannot be negotiated with the most highly qualified provider, the District shall formally end negotiations with that provider, may select the next most highly qualified provider from the pool and attempt to negotiate a contract with that provider at a fair and reasonable price. The District may continue this process until a contract is formed.

The Board of Trustees reserves the right to reject any and/or all offers, to award contracts for individual services as may appear advantageous, and to negotiate separately in any manner necessary to serve the best interests of the District. No offers may be withdrawn for a period of sixty (60) days subsequent to the deadline for receipt of offers without prior written consent of the Eanes ISD Board of Trustees.

Please contact Purchasing at 512-732-9036 or spouget@eanesisd.net if you have any questions.

Thank you,

Sylvie Pouget

Sylvie Pouget
Purchasing Coordinator, Eanes ISD

Introduction and Need

Eanes ISD prohibits discrimination, including harassment, against any student or employee on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law.

For the 2021-22 school year, the Eanes ISD Board of Trustees adopted a Board Priority of Diversity, Equity and Inclusion (DEI). To facilitate implementation of the DEI Board Priority, the Board of Trustees also adopted the following 2021-22 Administrative Goals:

Instructional Priority: Diversity, Equity and Inclusion (DEI)

- Create a shared understanding of DEI through racial equity leadership training to build capacity and support sustainability
- Assess, monitor and work to modify the climate to ensure inclusivity for all staff and students
- Develop a system of equity-focused restorative justice in support of all learners
- Engage the broader community in a shared responsibility for DEI
- Embed, over time, the ongoing importance of DEI in curricula, instructional materials and resources
- Increase personal growth and learning of trustees, administrators, staff and students to support DEI
- Align DEI goals and their integration with Board policies, administrative procedures and the Eanes ISD Graduate/Staff Profile (WHEEL)

Eanes ISD requests proposals from individuals, consultant firms, non-profits, and other organizations to assist the District in implementing the above Board Priority and Administrative Goals.

Scope of Services and Desired Outcomes

During the 2020-2021 school year, the District's Board of Trustees, Administration, staff, students and community engaged in work with a DEI training consultant to begin building a community of trust through equity-focused leadership. Specifically, with regard to staff, much of the 2020-2021 work focused on assisting staff to reflect on their own beliefs around DEI.

The next step for Eanes ISD during the 2021-2022 school year is to partner with an individual(s) or firm/organization with expertise in DEI within the curriculum and instruction domain. The successful vendor will be expected to work with Eanes ISD Administration and staff, providing professional learning and consultation to:

- Understand how to cultivate a classroom and school that celebrates DEI, and promotes the values of belongingness and cultural respect within each school, classroom and in our everyday lives;
- Assist with reviewing curriculum resources to include more diverse literary texts, while also providing strategies for effective higher-level questioning;

- Provide strategies for teaching and addressing topics related to DEI;
- Provide strategies for teaching through the lens of diversity to promote acceptance of people with differing ideas and practices; and
- Assist with tools and strategies to ensure the District's curriculum, instruction and classroom practices reflects DEI practices for 2021-2022 and beyond.

With regard to the Board Priority and Administrative Goals on DEI, Eanes ISD is not endorsing, teaching, or training critical race theory to any students, staff, or community, specifically "presenting any form of race or sex stereotyping or blame on the basis of race or sex." Texas Education Code section 28.002(h-3)(4). Interested vendors shall be expected to comply with this District position. Additionally, both Eanes ISD and any potential vendor shall comply with all State and federal law, Board Policy, and Administrative Rule regarding the matters and activities sought under this RFQ.

Proposal Instructions

Interested vendors should submit one (1) original and one (1) .pdf file sent via email. Completed original documents must be mailed to:

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 Austin, TX 78746

and emailed to: purchasing@eanesisd.net with the subject clearly stating:
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The proposal should include the following and should include a concise description (no longer than 10 pages) of the following elements:

1. Vendor information, including contact information, years in business, name(s) of owner(s)/principles(s), and arbitration/litigation history (if any);
2. A work plan describing methodologies, approaches, and roles and responsibilities for how the work will be accomplished;
3. Detailed description of deliverables and outcomes;
4. Timeline;
5. Estimated costs and cost methodology;
6. Experience providing consulting services, including work related to DEI and experience working for school districts;
7. Experience and philosophy regarding work as part of a team;
8. Professional training and short bios of the proposed project team members clearly outlining their roles in the proposed work;
9. A sample list of past and current clients;
10. Contact information for a minimum of 3 relevant references;
11. Any additional qualifications that make the vendor uniquely qualified to perform professional services to the District: and

12. Any other advantages offered by the vendor that would be of benefit to Eanes ISD.

Additional pages may be provided for more details on the above but an overview of the proposal must be clearly available in a concise form.

Upon submission of a proposal, interested vendors will be contacted to complete the required District certifications, including:

- Felony Conviction Notice
- Certification Regarding Terrorist Organizations & Boycotting of Israel
- All Eanes ISD Proposer/Vendor Certification Forms
- Eanes ISD Protection Agreement (DPA) and Exhibit A to Data Protection DPA
- Eanes ISD Insurance Requirements (if applicable)
- W9

Qualifications will be accepted until 2:00 PM on July 28, 2021. Vendors are encouraged to submit proposals as soon as possible, as submissions will be opened upon receipt.

Selection Process

It is the policy of the District that the selection of a vendor to provide professional services in connection with this RFQ be based on demonstrated competence and the professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price. The District will evaluate each submission of Qualifications to determine responsiveness to the District's needs. Eanes ISD reserves the right at any time to reject any or all submissions.

Consultants will be considered based on:

1. Consultant's experience in the field of DEI curriculum knowledge, review, analysis, training and implementation;
2. Prior relevant projects or experience in organizations of similar or greater size;
3. Previous civic or governmental work experience;
4. Knowledge and expertise of individuals that will work on the projects;
5. Readiness, availability, and familiarity with the area;
6. A proven track record of providing quality work on time;
7. Response of references; and
8. Any other relevant criteria identified by Eanes ISD prior to the selection process.

Eanes ISD Administration will evaluate and rank submissions, and may ask Vendors to participate in an interview process. After completion of the evaluation process, the Administration will make selection recommendations to the Eanes ISD Board of

Trustees for consideration. All Consultants submitting a proposal will be notified of Eanes ISD's final selection decisions.

The District shall first select the most highly qualified provider from the pool on the basis of demonstrated competence and qualifications and then attempt to negotiate a contract with that provider at a fair and reasonable price. If a satisfactory contract cannot be negotiated with the most highly qualified provider, the District shall formally end negotiations with that provider, may select the next most highly qualified provider from the pool and attempt to negotiate a contract with that provider at a fair and reasonable price. The District may continue this process until a contract is formed.

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Submittal Contact Information

Any questions regarding this RFQ should be directed to the Eanes ISD Purchasing Department at 512-732-9036 or to Sylvie Pouget, Eanes ISD Purchasing Coordinator, at spouget@eanesisd.net.