



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR PROPOSAL ON SUPPLIES, MATERIALS, EQUIPMENT OR
SERVICES FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFP No. **22-04 Strategic Planning**

DATE: **July 1, 2021**

RE: **ADDENDUM NO. 1**

To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your RFP submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at purchasingdeptstaff@rps205.com.

CLARIFICATIONS

This addendum includes questions and responses from the pre-bid meeting, the pre-bid opening statement and sign-in sheet, and our Profile of a Graduate.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood
Director of Purchasing

CLARIFICATIONS

Below are questions and responses from the mandatory pre-bid meeting held Tuesday, June 29, 2021.

1. If a proposal is submitted electronically through Bonfire, is a hard copy also required?
 - a. No, a hard copy is not required if submitting electronically.
2. Is the RFP opening July 6th or July 13th?
 - a. Proposals are due by 2:00 PM CST on Tuesday, July 13, 2021 and will be opened at that time. The last day to submit requests for information (RFI) is July 6th.
3. Please provide history of strategic planning up to this point.
 - a. Previous strategic plans were broad in scope, and we want to focus on creating a plan that ties together our current priorities.
4. Do you have a “portrait of a graduate”?
 - a. The District has a Profile of a Graduate, and that document is included in this addendum.
5. Do you have career connected academies?
 - a. Yes, most RPS high school students are in an academy.
6. How much are we asking for beyond document and process review?
 - a. The main focus of the work will be on document and process review.
7. What is the level of District staff involvement?
 - a. At a minimum, there will be District involvement from our Accountability department, Human Resources, our Cabinet team, and the Board of Education.
8. What is the level of community input in this process?
 - a. The District has gathered input from principals and teachers on the initiatives currently in place. We would solicit feedback on our current initiatives from our parents and students over the summer.
9. How is community feedback obtained?
 - a. Through focus groups and Google form surveys.
10. Will the awarded firm have access to prior focus group input?
 - a. Yes, the District would share or themes and key insights from our groups as long as it is anonymous.
11. Do we have a learning system to go with our system-wide framework?
 - a. No.
12. Where do you have equity disparities?
 - a. Our Equity Imperative is to create a learning environment that works for all of our students and interrupt the predictability of student outcomes based on zip code. Further, based on our review of historical data, we named RPS 205’s Equity Challenge as “Our African-American students are furthest away from the District’s Equity Imperative. Our system is not serving our African-American students well.”

13. Does the awarded firm need to be onsite?
 - a. The District anticipates many meetings can be held virtually, However, there may be an occasional need to meet in person. The District will reimburse the awarded firm for any required travel.
14. What is the project timeline?
 - a. The current timeline is to have the strategic plan completed by September 2022 at the latest.
15. How have schools typically interacted with your strategic plan?
 - a. Our current system-wide framework aims to address a lack of continuity between our strategic plan and schools in the past.
16. Is there a budget?
 - a. Yes, but we do not make budgets public during the RFP process.
17. What is the funding source?
 - a. This work will be funded out of state and local dollars.
18. Is RPS looking to manage the work going forward in-house?
 - a. Yes.

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for RFP 22-04 Strategic Planning for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addenda published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for Tuesday, July 13, 2021 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval August 10, 2021.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at PurchasingDeptStaff@rps205.com. Last RFI will be accepted until July 6, 2021 at 12 pm. Last addendum will be issued by July 8, 2021 at 4:30 pm.
- Addenda will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Bonfire.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.



PRE-BID MEETING SIGN-IN SHEET
RFP 22-04 Strategic Planning

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

| | Printed Name | Company Name | Company Address | Telephone | E-mail |
|---|-------------------|--------------------------|---------------------------------------------------------------|--------------|---------------------------------|
| 1 | Sara-Rose Bockian | Prismatic Services, Inc | 20460 Chartwell Center Drive, Suite 1 Cornelious, NC 28031 | 980-939-4543 | sararose@prismaticservices.com |
| 2 | Simmie Raiford | MGT Consulting Group | 516 North Adams Street Tallahassee, FL 32311 | 850-443-0462 | sraiford@mgtconsulting.com |
| 3 | Kisha Shelton | We the People Consulting | | 405-833-8166 | kisha@wethepeopleconsulting.com |
| 4 | Eric Schnurer | Eric Schnurer | | 610-296-9443 | eric@ericschnurer.com |
| 5 | Pamela Daly | DK Brand Strategy | 109 W Winter St Deleware, OH 43015 | 615-403-6868 | pdaly@dkbrand.com |
| 6 | Daphne Edwards | BerryDunn | 2211 Congress Street Portland, ME 04102 | 207-842-8180 | dedwards@berrydunn.com |
| 7 | Renee Morrison | BerryDunn | 2211 Congress Street Portland, ME | 207-842-8180 | rmorrison@berrydunn.com |
| 8 | Lisa Salvucci | DMGroup K12 | | | lialvucci@dmgroupk12.com |

| | Printed Name | Company Name | Company Address | Telephone | E-mail |
|----|--------------|--------------------|---------------------------------------------------------------|--------------|------------------------------|
| 9 | Sharon South | Engage 2 Learn | | 361-739-1873 | sharon@engage2learn.org |
| 10 | Sherry Chen | UPD Consulting | | 410-361-1187 | schen@updconsulting.com |
| 11 | Colin Dale | AHC Consulting LLC | 567 Hanley Industrial Court, Suite 100 St. Louis, MO 63144 | 314-222-3388 | Colin.dale@ahcconsulting.com |
| 12 | Scott Fuller | Gregory Denby | | 719-332-5825 | scott@gregorydenby.com |
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Profile of a Graduate

Rockford Public Schools envisions all students graduate College, Career and Life Ready. A graduate profile is a document that a school or district uses to specify the cognitive, personal and interpersonal competencies that students should have when they graduate. Our graduate profile identifies what we want all students to know and be able to do as a Rockford Public Schools graduate.

College

All students demonstrate growth and mastery

1. GPA of 2.8 and a postsecondary plan
 2. One of the following academic indicators:
 - Dual credit
 - AP 3 or higher
 - Dev Ed math/reading completion
 - C or higher in Integrated Math 3
- OR**
- SAT Score 1080
 - ACT Score 22

Career

All students demonstrate successful transitions from Pre-K - postsecondary

1. 95% attendance
2. 95% of students will complete a three course sequence in their pathway
3. 95% of students will have four key career development experiences
4. 100% of students will have a co-curricular experience or work
5. 100% of students will have a capstone experience

Life

All students demonstrate self-efficacy, advocacy, responsibility and citizenship

1. Digital student profile
2. 100% of students will create a ten-year plan
3. 100% of students will have a community service experience
4. 100% of students will identify a trusted adult in their life

Benchmarks

Maximizing the opportunity for each student to reach his or her potential is one of our organizational goals. Four key areas are nationally and statistically proven indicators of student achievement and success beyond high school: Literacy, Numeracy, College and Career Readiness, and Attainment.

We will measure these benchmarks annually, adjust curriculum and instruction as needed, and keep climbing toward student success for all.

LITERACY

The ability to read proficiently by the end of third grade is a critical benchmark that sets a child up for success in school and life.

NUMERACY

The ability to develop logical thinking and reasoning strategies in our daily lives is directly connected to our ability to confidently and effectively use mathematics.

COLLEGE AND CAREER READINESS

Academies help prepare our students for life after high school by using small learning communities, college and career prep curriculum, and partnerships with local businesses and organizations. All students in K-12 will develop a college and career readiness portfolio.

ATTAINMENT

Our vision is helping all of our students reach their academic and personal goals. Tracking key indicators from Pre-K-12th grade will help us keep our students on track for graduation.

100% of students graduate from high school.

Grades 9-12: Students earn at least 12 credits per year and graduate in 4 years.

KINDERGARTEN – GRADE 5

- Can I demonstrate self-management skills to achieve school and life success?
- Can I demonstrate skills and ways to maintain positive relationships?
- Can I demonstrate decision-making skills and responsible behaviors in school and the community?

GRADE 6 – WHERE DO I FIT IN?

- Complete a middle school transition assessment.
- Conduct a personal learning style/personality inventory.

GRADE 7 – WHAT ARE MY KEY RESPONSIBILITIES AS A MIDDLE AND HIGH SCHOOL STUDENT?

- Identify appropriate school/workplace behaviors.
- Explore Internet safety and responsibility.

GRADE 8 – HOW DO I PREPARE FOR HIGH SCHOOL?

- Complete a personal interest/career cluster survey.
- Complete framework for a ten year plan.
- Attend and engage in a high school visit.

GRADE 9 – WHAT IS MY RPS ACADEMY AND PATHWAY?

- Select an academy and pathway.
- Attend and engage in the Academy Expo.
- Attend a community college visit.

Benchmarks

GRADE 10 – WHAT IS MY PLAN FOR AFTER HIGH SCHOOL?

- Attend and engage in a business site visit.
- Attend and engage in a university visit.
- Revisit ten year plan.

GRADE 11 – HOW DO I MARKET MYSELF?

- Engage in college admission standardized test preparation.
- Compose a college essay/personal statement.

GRADE 11 (CONTINUED)

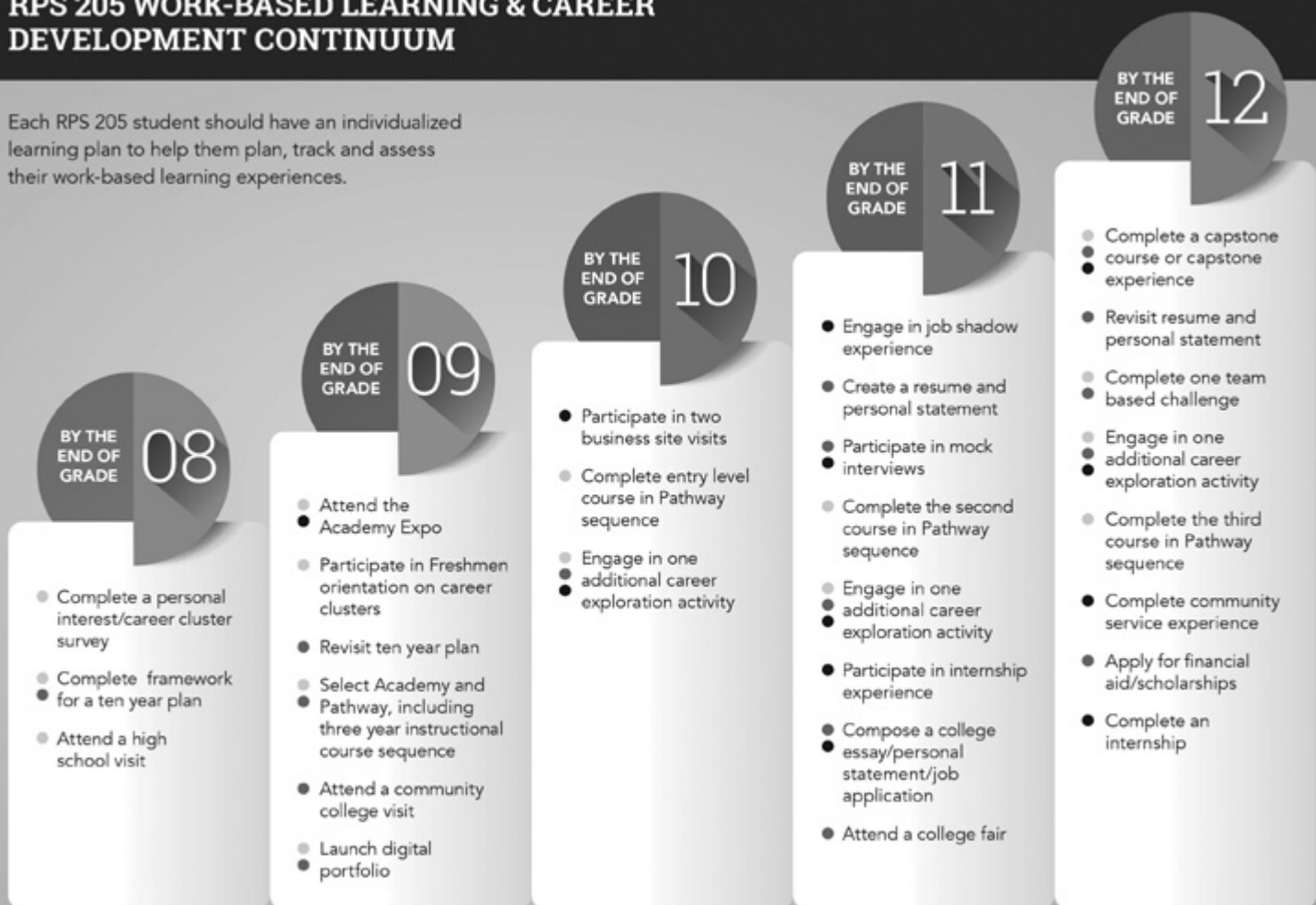
- Attend and engage in a college fair.
- Complete a job application.
- Participate in a mock interview.

GRADE 12 – WHAT IS MY NEXT STEP AFTER GRADUATION?

- Complete a college/post-secondary application.
- Apply for financial aid/scholarships.
- Complete a capstone course or Capstone experience.

RPS 205 WORK-BASED LEARNING & CAREER DEVELOPMENT CONTINUUM

Each RPS 205 student should have an individualized learning plan to help them plan, track and assess their work-based learning experiences.



○ SCHOOL BASED CAREER DEVELOPMENT

○ CAREER ORIENTED SELF-REFLECTION

● STUDENT/EMPLOYER CONNECTIONS