

Grandview School District



Focused on Instruction

Request for Proposal Superintendent Search Consultant Services

Submittal Deadline: Wednesday, March 16, 2016, 4:00 p.m.

Grandview School District
913 W. 2nd Street
Grandview, WA 98930

Attention: Brad Shreeve, Assistant Superintendent for Finance
and Operations

For more information regarding our district, please visit our website at:
www.gsd200.org

Request for Proposal for Superintendent Search Consultant Services

Contact Jean Grubenhoff, Executive Assistant to the Superintendent and Board of Directors at 509-882-8500 with questions regarding this Request for Proposal.

Background

The Grandview School District Board of Directors is requesting proposals from qualified superintendent search consultants. Long-time Superintendent Kevin Chase recently announced his intention to resign June 30, 2016. It is the intent of the Board of Directors to conduct a national search for a new superintendent to assume the position July 1, 2016.

Proposals should address the assistance to be provided to the board in the recruitment of highly qualified superintendent candidates and will address the specific assistance to be provided to the board throughout the selection process.

Proposal Requirements

The consultant's proposal shall provide the following information in the sequence listed below:

- 1. Information about the firm's experience and qualifications:**
 - a. Statement describing the unique qualification of your team;
 - b. Resumes of individual(s) who will be working with the Board of Directors as well as the name and resume of the key contact for this search;
 - c. Superintendent search experience with public schools in the State of Washington and general statement of experience;
 - d. Identification of up to three successful superintendent searches recently completed. Identify school districts' contact information and sample recruiting brochure(s).
- 2. Information regarding key elements of the search strategy:**
 - a. Description of candidate analysis processes used including rubric, if applicable;
 - b. Options used and proposed for community and staff input to the selection process.
- 3. Other information:**
 - a. Provide a statement describing your ability to meet the desired timeline.
 - b. Provide a statement describing your understanding of the unique aspects of the Grandview School District and what will be important to consider in the superintendent search.
- 4. Score of Services and Fees:**
 - a. Identify the list of specific services to be provided and a work plan as to how such services will be scheduled and implemented.
 - b. Submit a fee structure which identifies specific service(s) to be provided and identifies anticipated expenses to be borne by the consultant(s) and those to be borne by the district.

Submittal: Deliver 6 hard copies or 1 electronic copy of the proposal to:

Grandview School District
913 W. 2nd Street
Grandview, WA 98930
Attn: Brad Shreeve
bshreeve@gsd200.org

Delivery required on or before 4:00 p.m. on March 16, 2016.

Proposals failing to comply with the requirements for this proposal may be considered non-responsive. All proposals shall remain the property of the Grandview School District and shall not be returned. Materials will be treated confidentially.