



REQUEST FOR PROPOSALS
Strategic Planning and Consulting Services

KIPP DC
2600 Virginia Avenue NW, Suite 900
Washington, D.C. 20037

March 1, 2019

I. Introduction

KIPP DC is soliciting proposals from qualified vendors for Strategic Planning and Consulting Services. The RFP can be found on KIPP DC's website at www.kippdc.org/procurement. Proposals should be uploaded to the website no later than 5:00 PM EST on March 12, 2019. Questions should be addressed to erin.huseby@kippdc.org.

Location of Services:

- KIPP DC Promise Academy: 4801 Benning Rd SE, Washington, DC 20019

II. KIPP DC

At KIPP DC, we aspire to improve life outcomes for the next generation of Washingtonians by equipping students and alumni with the knowledge, skills, and mindsets to become thoughtful, intentional citizens in the competitive world and lead successful lives full of choice and opportunity. KIPP DC currently consists of sixteen public charter schools located across the District of Columbia at six campuses, and educates more than 6,200 students.

III. Scope & Requirements

KIPP DC is soliciting proposals from qualified vendors for strategic planning and consulting services related to consulting and leading strategic planning around diversity, equity, inclusion, and belonging. The selected vendor(s) will work closely with the KIPP DC Promise Academy leadership team.

The following generally highlights the services that the selected vendor(s) may be required to perform:

- Conduct data collection
- Run focus groups
- Identify trends

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- Guide the team to craft a vision and action-steps to drive school culture around diversity, equity, inclusion, and belonging.

IV. Project Timeline

Legal Notice/Publication of RFP:	March 1, 2019
Proposal Due Date:	March 12, 2019
Estimated Contract Start Date:	End of March 2019

V. Instructions to Bidders

Bid Submission:

- Bids shall be submitted no later than **Tuesday, March 12, 2019 at 5:00 PM EST**
- Bids must be uploaded to the KIPP DC website at www.kippdc.org/procurement
- Proposals received after this time are subject to rejection

Proposal Evaluation/Award:

- KIPP DC will award services to the firm which, in KIPP DC's judgment, is in KIPP DC's own best interest
- KIPP DC reserves the right to reject any and/or all proposals when such rejection is in the interest of KIPP DC in its sole and absolute discretion

Proposals should include:

- Statement of interest in the project
- Description of relevant experience and references
- Proposed fees

VI. KIPP DC Reservation of Rights

Any proposal not providing the required information, or not conforming to the format specified in this RFP, may be disqualified on that basis.

KIPP DC reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all proposals with or without cause.

KIPP DC further reserves the right to waive any irregularity or informality in the RFP process or any proposal.

KIPP DC further reserves the right to make corrections or amendments due to errors identified in proposals by KIPP DC or the bidder.

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KIPP DC further reserves the right to modify and/or amend the final contract in negotiation with the contractor.

KIPP DC further reserves the right to select one or more bidders to perform the service.

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