

Request for Qualifications and Quotation (RFQQ): Regional Systems Development and Support - Collective Impact for Positive Youth Development

Issuance Date: February 7, 2018

Closing Date: February 21, 2018

Educational Service District 113 (ESD 113) is seeking qualifications (RFQ) for individuals, organizations, or agencies capable of delivering high quality leadership in regional collective impact systems development and support, focused on positive youth development through community partnerships to a) expand engaged, career-connected learning experiences and b) expand integrated student supports.

The work to be done involves three primary initiatives:

- Backbone support for the operations and growth of the Regional Alliance for Youth (RALLY), the entity that supports and coordinates positive youth development efforts within the five-county region of Capital Region Educational Service District
- Backbone support for the Capital Region Science, Technology, Engineering, Arts and Math (STEAM) Network, a sub-entity of RALLY focused on expanding engaged learning opportunities that expose youth to STEAM careers and provide them with the foundation skills necessary to pursue those careers
- Regional coordination of Career Connect WA, an initiative of several state agencies focused on expanding Career Connected Learning opportunities including registered apprenticeships for youth and adults across Washington.

The term of work under this Request begins as soon as the agency and selected respondent can initiate a mutually agreeable contract, and expires no later than September 31, 2019.

Primary consideration for selection by the agency will be given to responses with a total price/fees proposal under \$150,000 for the full scope of work and full term of the project.

Scope of Qualifications

Respondents must be a licensed business, registered non-profit organization, or public entity with established relationships & credibility within the STEAM focused business-industry sector &/or the public education sector, or both (preferred).

Deliverables Required

STEAM Network

- Coordinate Capital Region STEAM Network initiatives and efforts in the region
- Facilitate community visioning, innovation planning and the development of a STEAM business plan which clarifies partner roles, identifies shared goals & indicators, creates action plans, and delineates a related budget
- Maintain strong relationships with federal, state, and local education agencies for the purposes of advocating for and supporting implementation of STEM/STEAM education programs.
- Grow collaboration & partnership between workforce & economic development, business/industry, and the K-20 education sectors to leverage resources and expand funding
- Increase the number of businesses/employers providing sustainable support for major STEAM education and workforce development initiatives

- Serve as the Capital Region STEAM Network Director in the WA STEM Network Directors' meetings (no more than four per year), and in monthly network learning community conference calls (no more than two per month)
- Ensure representation of the Capital Region STEAM Network in statewide Washington STEM Network gatherings, and participation in cross-Network work groups/committee
- Attend and facilitate meetings, workshops, etc. (e.g. leadership team, county level youth development collective impact groups, county & regional school superintendent meetings, statewide meetings, etc.)
- Implement community outreach and engagement efforts to promote STEAM literacy for all
- Collaborate with Network partner staff members (e.g. employees, co-presenters, outside agencies, teachers, administrators, etc.) to coordinating curriculum, identifying issues and/or developing leadership teams
- Support and lead professional development related to STEAM for the purpose of expanding regional expertise.
- Seek out and respond to grant opportunities to expand support of the STEAM Network and its partners
- Exhibit deep understanding and alignment with the Governors STEM Vision 2021 to expand policy support.
- Work with Washington STEM to support the development of the state and regional STEM Network structure, accurately communicate and advocate for a common statewide agenda, and align regional Network priorities with common statewide agenda.
- Provide progress and budget reports regarding the Capital Region STEAM Network implementation to Washington STEM for the purpose of grant program compliance.
- Submit two stories per year for publication on Washington STEM's website for the purpose of showcasing regional STEAM Network highlights.

RALLY

- Support development and implementation of the RALLY annual work plan in collaboration with the RALLY Board, county-level cradle to career organizations, and school, community and business partners in the region
- Direct implementation of the RALLY communications plan for the purposes of keeping partners informed and generating additional support.
- Facilitate development of a fundraising plan to expand fiscal support for RALLY sustainability
- Assist in the creation of a data-management framework for evidence-based decision-making and tracking the progress of RALLY in achieving its goals.
- Provide staffing support as needed to sustain monthly RALLY Board meetings and monthly meetings of the Grays Harbor Cradle to Career Consortium, Lewis County Thrives, Mason Co. Consortium for Student Success, Pacific County Youth Alliance and workgroups for the Thurston Thrives Education and Resilience Action Team.
- Maintain files and/or records to ensure compliance with relevant regulations and funding guidelines.

Career Connect WA

- Provide programmatic support to grant partners by organizing and conducting regular partner meetings for the purpose of tracking progress, appreciative inquiry, program design and mutual understanding
- Recruit and develop new partners to build capacity for career connected learning and to build competitiveness for future career connected learning grant opportunities

Responding to the RFQ

Proposals shall provide sufficient information to allow the agency to evaluate the proposed approach (including staffing), experience, and availability.

Agency staff will maintain a file of qualified respondents and will consider experience, price/fees and references when selecting contractors.

Please mail one copy and email one copy to:

MIKE HICKMAN
ASSISTANT SUPERINTENDENT
EDUCATIONAL SERVICE DISTRICT 113
6005 Tyee Drive, SW, Tumwater WA 98512
Email: mhickman@esd113.org

Selection Process

Agency staff shall review all proposals and rank the most qualified respondents. The selection and ranking shall be based on the following criteria (not necessarily listed in order of importance):

- ☐ Proposed approach to the project
- ☐ Past experience in leading & supporting collective impact, business & education partnership development, positive youth development, public education, & STEAM business/industry services
- ☐ Expertise of the individual/team in performing the services required by the project
- ☐ Price/Fee proposal

The agency may interview the highest ranked respondents on the tasks, schedule and fee proposal.

Additional interviews &/or performance tasks may requested following the first round of interviews.

Qualifications

Complete the following coversheet for your response. Only one cover sheet is required for each respondent.

Proposer:		Contact Name:	
Address:		Email:	
		Telephone:	
		Fax:	
EIN or SSN:			
Brief Description of Respondent:			

Qualifications (continued)

Proposed Approach

Describe the proposed approach to achieving the project deliverables.

Summary of Qualifications

Relevant Experience:

At a minimum, list related projects in the last five years, your role, a description of the most relevant 3-5 projects, and their outcomes. (Attach appropriate project samples)

Education/Training/Certification(s):

Skills Set/Expertise:

Highlights:

Use this area to tell the agency about any relevant special recognition, awards, etc.

Availability/Work Terms:

Explain your availability via phone, email, etc..., and describe any limitations regarding work day or hours

Fees:

Describe your proposed fee structure. Fee proposals may be Based on accomplishment of all deliverables for the entire term of the project. If the proposal is based wholly or in part on an hourly, daily, or monthly rate, please specify.

List of Clients and References:

Please provide the names and contact information (email and telephone) of the three to five recent clients. These contacts will be used as references and by submitting them you authorize the agencies contact these individuals and discuss your work.

About Capital Region ESD 113

Capital Region Educational Service District 113 is one of nine statutory regional K-12 education service agencies in the state of Washington. Created by the legislature more than 30 years ago, the expressed purpose of ESDs is to assure equal educational opportunities for quality education and lifelong learning for all. In addition to acting as a liaison between local districts and the State Office of the Superintendent of Public Instruction to deliver programs mandated by the state, Washington's ESDs are public entities, which operate in a highly entrepreneurial fashion. We blend the benevolence of the public sector with the spirit and ingenuity of the private sector. To learn more about ESD 113, including access to archived publication, please visit our website: <http://www.esd113.org>