



Request for Proposals

2025 - 2028/30 Strategic Plan Development

Stakeholder Engagement

Question	EPS Response
Does the district have a preferred survey platform/vendor, or should the consultant propose and host these tools?	No, we do not have a preferred survey platform. The vendor will be responsible for proposing and hosting the appropriate tools.
To ensure equitable participation, will EPS coordinate translation/interpretation for engagement with families who are English Learners, or should the consultant incorporate these services into its plan?	Yes, EPS will coordinate translation and interpretation services for families who are English Learners.
To confirm compliance with PDE and ESSA requirements, will EPS expect the consultant to design and administer all stakeholder surveys and focus groups independently, or will district tools and staff support be provided?	The vendor will be responsible for designing and administering the survey following consultation with district staff. District staff will provide logistical support during stakeholder meetings
How many focus groups does the district anticipate, and should these be conducted in person, virtually, or a combination of both?	The vendor will determine the appropriate number of focus groups. At a minimum, the vendor must meet with the following groups: faculty and staff, community stakeholders, and parents.
Does EPS have expectations regarding the balance of onsite versus remote facilitation for planning sessions, stakeholder engagement, and Board presentations?	The expectations are as follows: <ul style="list-style-type: none">• Planning Session: May be conducted remotely.• Stakeholder Sessions and Board Presentation: Must be conducted in person.



Request for Proposals

2025 - 2028/30 Strategic Plan Development

Access and Analysis

Question	EPS Response
Will EPS provide access to student achievement data, operational performance metrics, and demographic data directly, or should the consultant anticipate submitting specific data requests?	Yes, EPS will provide access to student achievement data, operational performance metrics, and demographic data.
Should benchmarking include peer districts, state averages, or national datasets?	Benchmarking should include comparisons with local school districts, demographically similar districts within the state, state averages, and national averages.
What student achievement and operational data sets will EPS provide access to for the needs assessment (e.g., PSSA, Keystone, Future Ready Index, attendance, graduation rates, finance data)?	Yes, the district will provide student achievement and operational data sets to support the needs assessment.
Are there specific state or federal reporting metrics (e.g., ESSA subgroup targets, Title I, Title III, IDEA compliance) that the district wants explicitly embedded into the plan's KPIs?	Yes, Erie's Public Schools would like to incorporate the Future Ready Index into the Strategic Plan's Key Performance Indicators, ensuring that all subgroups are included as well.



Request for Proposals

2025 - 2028/30 Strategic Plan Development

Board and Superintendent Engagement

Question	EPS Response
What level of involvement does the Superintendent's Transition Team, and the Board of Directors expect during the planning phases?	The vendor shall engage with the Superintendent's Transition Team during the planning phases of the Strategic Plan's development. Members of the Transition Team may also serve on the Strategic Plan Committee.
Will they serve as part of the Strategic Planning Team, or primarily review deliverables?	No, the Superintendent Strategic Planning Team will actively serve during the Strategic Planning process. Some Board of School Directors will participate in the planning phases of the strategic plan

Plan Deliverables

Question	EPS Response
Beyond the electronic and hardcopy plan, one-page summary, and visual roadmap, are there additional formats (e.g., community presentations, video summaries, or digital dashboards) the district would like to include?	We would like the vendor to include the following: video summary, community presentation, infographics and digital dashboard.
For the final deliverables, does EPS expect only the plan document, one-pager, and visual roadmap, or also supplemental items such as public-facing slide decks, infographics, or digital dashboards?	We would like the vendor to include the following: video summary, community presentation, infographics and digital dashboard.



Request for Proposals

2025 - 2028/30 Strategic Plan Development

Budget and Travel

Question	EPS Response
Does EPS anticipate in-person facilitation for all phases, or should the proposal include a mix of in-person and virtual facilitation?	The expectations are as follows: <ul style="list-style-type: none">• Planning Session: May be conducted remotely.• Stakeholder Sessions and Board Presentation: Must be conducted in person.
Are there board or community events scheduled between August 2025 and February 2026 that the consultant should align with?	Board of School Director meetings are scheduled through the end of February 2026 and will be held on the first and second Wednesday of each month. The vendor should ensure alignment with these dates.
Does EPS have expectations regarding the balance of onsite versus remote facilitation for planning sessions, stakeholder engagement, and Board presentations?	The expectations are as follows: <ul style="list-style-type: none">• Planning Session: May be conducted remotely.• Stakeholder Sessions and Board Presentation: Must be conducted in person.

Use of Technology

Question	EPS Response
The RFP notes evaluation criteria related to technology use. Is EPS prioritizing technology for stakeholder engagement (e.g., surveys, dashboards) or for internal project management and communication?	The vendor is expected to utilize appropriate technology to maximize stakeholder engagement.



Request for Proposals

2025 - 2028/30 Strategic Plan Development

General Questions

Question	EPS Response
Does the district have a current partner or are you seeking a new partner to support this project?	No, the district does not have a current partner.
Has the district undergone strategic planning in the last 5 years?	The last Strategic Plan was adopted in 2018.
What is the current estimated investment range for this project?	The District has developed an internal cost estimate for this project; however, this information will not be disclosed to potential vendors. While cost will be considered as part of the evaluation process, it will not be the sole determining factor. The contract will be awarded to the proposal that most effectively meets the District's needs and objectives, which may not necessarily be the lowest-priced submission.
Is this a one-time project or does the district plan to extend the work to include implementation?	The district is open to including implementation, but it's not required.
Will the district require the final strategic plan to also serve as the Pennsylvania Department of Education Comprehensive Plan, and if so, are there specific PDE templates or submission requirements that must be followed?	The district will not utilize the final strategic plan to serve as the Pennsylvania Department of Education Comprehensive Plan; however, the Strategic Plan will serve as the foundation for developing the plan.
When will the selected vendor be notified of selection?	The selected vendor will be notified on Friday, September 12, 2025.
Phase 1 shows August-September, has any of the work in the area already begun, if not, will there	Yes, the District has already completed several items during August and September. Please see the list of completed items below: <ul style="list-style-type: none">• Outline the planning process



Request for Proposals

2025 - 2028/30 Strategic Plan Development

be consideration to adjust the time by a month to accommodate for the start date?	<ul style="list-style-type: none">• Confirm Mission, Vision, and Core Values• Determine goals for the process• Determine emerging themes and critical opportunities for growth identified through our Listening and Learning Sessions.• Release of RFP: Monday, August 13, 2025• Last day to Submit Questions: Wednesday August 20, 2025
Upon applying, is it best to get set-up as a vendor in case selected so work can begin immediately, or do you recommend waiting?	Upon Board approval, the selected vendor will be entered into the Business Enterprise Software, allowing the work to begin within a reasonable timeframe.
Section 4 asks about other PA districts. Is there a required number of PA districts for vendor consideration?	No, there is no required number of Pennsylvania districts for vendor consideration.