



REQUEST FOR PROPOSALS

FOR

SUPERINTENDENT SEARCH CONSULTANT

Lapeer Community Schools
250 Second Street
Lapeer, Michigan 48446

ISSUED: March 20, 2020

Due Date for Receipt of Proposals:
On or before **April 3, 2020 at 5 p.m., Local Time**

PURPOSE:

The Lapeer Community Schools (“LCS”) Board of Education (the “Board”) seeks the services of a consultant to conduct a full and comprehensive search for a new Superintendent. The Search firm selected will act under the direction of the Board. The Board is seeking proposals from an experienced and qualified consultant whose primary focus are searches for administrators of educational organizations.

The LCS Board of Education would like to have a **successor in place by July 1, 2020.**

INFORMATION ABOUT LAPEER COMMUNITY SCHOOLS:

Lapeer Community Schools covers approximately 225 square miles and has a population of 36,000, which includes all of the City of Lapeer, Lapeer and Mayfield Townships and large portions of Attica, Elba, Hadley, Metamora, and Oregon Townships.

We operate nine school buildings: One traditional high school, the Center for Innovation, a 6-7 building, an 8-9 building and five elementary schools.

We offer a wide variety of educational programs, and our teachers educate approximately 5,200 students.

We employ more than 320 teachers and 350 support staff who update their professional skills through continuous training in concepts of effective instruction; more than 75 percent of the instructional staff hold advanced degrees.

Please visit the Lapeer Community Schools’ website at www.lapeerschools.org for more information about the School District.

We believe:

- *Every student is important.*
- *Education is a key that opens opportunities for every person.*
- *Challenging expectations result in greater achievement and success.*
- *In a safe, respectful, and positive learning environment.*
- *In a school culture that nurtures a life-long love of learning.*
- *In a commitment to continuous improvement.*
- *In being a dynamic organization in a competitive and ever-changing world.*
- *Student success requires effort and commitment from themselves, other students, family, school staff, and the entire community.*
- *A successful school district is dependent upon qualified and dedicated staff who are valued and supported.*

PROPOSAL DEADLINE:

Proposals should be submitted by **5:00 p.m., local time, on April 3, 2020 (the “Due Date”)**.

SUBMIT TO:

All Proposals shall be sealed and delivered in a manila envelope (or equivalent) and be clearly marked on the front with **RFP For Superintendent Search Consultant**

Proposals shall be submitted to:

Summer Putnam, Board President
Lapeer Community Schools
250 Second Street
Lapeer, MI 48446

Each Proposal must include one (1) original written Proposal with seven (7) copies and one (1) electronic version signed by an authorized member of the Search Firm.

Emailed responses should be emailed to the Board Recording Secretary at:
mmoss@lapeerschools.org

SCOPE OF SERVICES:

Each proposal must include the following

- An overview and description of your proposed search process including an outline of specific activities that you're firm will undertake to facilitate the search.
- The name of the lead person who will lead the search including background information and highlights of the lead person.
- A list of previous searches performed over the past three years, including districts comparable in size to LCS, with the name, address, and phone number of the primary contact person for each client.
- The availability of the lead person to present to the Board of Education at a date to be determined in April 2020.
- An outline of anticipated costs and proposed contract terms and conditions.
- Familial Disclosure Statement Affidavit
- Iran Economic Sanctions Act Certification Affidavit

The Lapeer Community Schools Board of Education reserves the right to accept or reject any and/or all proposals or to accept the proposal that it finds, in its sole discretion, to be in the best interest of the school district.

INDEX OF ATTACHMENTS

Lapeer Community Schools

RFP FOR SUPERINTENDENT SEARCH CONSULTANT

Attachment A – Familial Disclosure Affidavit

Attachment B – Iran Linked Business Affidavit



FAMILIAL DISCLOSURE STATEMENT

AFFIDAVIT OF BIDDER

The undersigned, owner or authorized officer of _____ (the "Bidder"), pursuant to the familial disclosure requirement provided in the Lapeer Community School District advertisement for **Request For Proposals - 2020 Superintendent Search Firms** hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the 'Bidder' and any member of the Board of Education, Intermediate School Board or the Superintendent of the School District

List any Familial Relationships (or state 'None'):

BIDDER: _____

By: _____

Its: _____

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

This document was acknowledged before me on the ____ day of _____, 20____, by _____,

Notary Public

_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____



IRAN ECONOMIC SANCTIONS ACT CERTIFICATION

I am the _____ [title] of _____ [name of bidder], or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid to Lapeer Community Schools. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of \$250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

BIDDER: _____

By: _____

Its: _____

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

This document was acknowledged before me on the ____ day of _____, 20____, by _____,

Notary Public

_____ County, Michigan

My Commission Expires: _____

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