



# MARIN COUNTY

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### **REQUEST FOR PROPOSALS FOR** **EVALUATION AND SUPPORT OF THE STATEWIDE LITERACY** **AND MATHEMATICS NETWORKS**

ISSUED BY:

The California Collaborative for Educational Excellence (CCEE) and  
the Marin County Office of Education (MCOE),  
Administrative Agent for the CCEE

ISSUED ON:

March 13, 2026

PROPOSALS DUE:

April 17, 2026

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The California Collaborative for Educational Excellence (“CCEE”) and the Marin County Office of Education (“MCOE”), as the CCEE’s Administrative Agent, invite qualified organizations (“Respondents”) to submit proposals (“Proposals”) in response to this Request for Proposals (“RFP”) (see Section V.A. of this RFP for Respondents’ Eligibility information). Proposals shall comply with the requirements set forth herein. The CCEE/MCOE is not required by law to use an RFP process but has elected to do so for the particular services described herein in order to seek qualified organizations who meet the unique service needs of the CCEE.

**I. Timeline**

Activity	Date
Release of Request for Proposals	March 13, 2026
Deadline for Submission of Questions	March 24, 2026
Responses to Questions Posted Online	April 3, 2026
Deadline to Submit Proposals	April 17, 2026
Posting of Intent to Award On or Before:	June 26, 2026
Project Start Date No Earlier Than:	July 1, 2026
Duration of Services	Through fiscal year 2026–27, with the possibility of annual renewal for up to 4 years.
<b><i>Note: All dates are preliminary and subject to change.</i></b>	

**II. Purpose**

The CCEE is seeking proposals from qualified research and evaluation organizations, including but not limited to, sole proprietorships, partnerships, public or private agencies, and/or nonprofit organizations with expertise in education research, evaluation methods, education policy, and/or evidence-based math and literacy instruction to support the implementation, continuous improvement, and evaluation of the statewide Literacy and Mathematics Networks. These Networks are designed to advance evidence-based instructional practices, foster collaboration and coherence among lead agencies, county offices of education, and local educational agencies (LEAs), and strengthen equitable outcomes for all student groups.

The selected Respondent will provide support to the CCEE in convening statewide literacy and mathematics leads to document and disseminate best practices in math and literacy, studying and disseminating information about high performing LEAs in English Language Arts/English Language Development (ELA/ELD) and mathematics, and evaluating the activities and outcomes of these statewide Networks.

**III. Background and Legislative Goals**

CCEE was created to “advise and assist” LEAs with achieving the goals set forth in their Local Control and Accountability Plans (“LCAPs”). (Ed. Code § 52074.) In coordination with California’s Statewide System of Support, and in alignment with its Theory of Action, CCEE helps to build the capacity of LEAs to support the continuous improvement of pupil performance, address the achievement gaps between pupil subgroups, and improve outreach and collaboration with stakeholders to ensure that LCAPs reflect the needs of pupils and the community, especially for

historically underrepresented or low-achieving populations. (Ed. Code § 52059.)

The CCEE coordinates, in collaboration with the California Department of Education and the State Board of Education, the Statewide System of Support. The ultimate goal of the Statewide System of Support is to provide coordinated, needs-based, and differentiated resources and support to LEAs that lead to improved services for all students as evidenced by the closing of opportunity gaps and improved student outcomes. Lead agencies, often situated within designated county offices, provide expertise, programs, and resources, to empower local educators to leverage the wide variety of resources and support at the universal, targeted, and intensive levels, to help meet the needs of their individual LEAs. The purpose of the System of Support is articulated in Education Code Section 52095.8(b) and more information can be found on the [California Statewide System of Support website](#).

For more information about CCEE’s work and its initiatives, please visit the CCEE website at [Homepage - CCEE \(ccee-ca.org\)](#).

The Budget Act of 2025, and specifically Section 90 of Assembly Bill 121 (Chapter 8, Statutes of 2025), among other things, allocates fifteen million dollars (\$15,000,000) to the California Collaborative for Educational Excellence to convene, in consultation with the State Department of Education, a Statewide Literacy Network and a Statewide Mathematics Network. Of the funds appropriated, seven million five hundred thousand dollars (\$7,500,000) shall be available for the Statewide Literacy Network and seven million five hundred thousand dollars (\$7,500,000) shall be available for the Statewide Mathematics Network through the 2029–30 fiscal year.

The Statewide Literacy Network shall convene literacy leads and English learner lead agencies to support statewide implementation of evidence-based practices aligned to the English Language Arts/English Language Development Framework adopted by the State Board of Education pursuant to Section 60207 of the Education Code, the English Learner Roadmap, the Literacy Roadmap, and the use of data to support effective instruction. In performing this work, the California Collaborative for Educational Excellence is required to meet the following goals:

1. Consult with the department and convene existing state- and federally funded literacy leads to support implementation of literacy-related initiatives and ensure best practices and findings from assistance are integrated into the Statewide System of Support, including best practices to establish, grow, and sustain programs to support language development for multilingual learners.
2. Consult with literacy experts to curate a user-friendly clearinghouse for evidence-based literacy resources for use by local educational agencies seeking to implement evidence-based practices to improve literacy outcomes.
3. Study, highlight, and disseminate information about high performing local educational agencies and best practices.

The project team(s) selected through this RFP will assist the CCEE and Statewide Literacy Network in achieving these goals.

Similarly, the Statewide Mathematics Network shall convene mathematics leads to support statewide implementation of evidence-based practices aligned to the Mathematics Framework adopted by the State Board of Education pursuant to Section 60207 of the Education Code, and the use of data to support effective instruction. In performing this work, the California Collaborative for Educational Excellence is required to meet the following goals:

1. Consult with the State Department of Education and convene existing state-funded

entities to support implementation of mathematics-related initiatives and ensure best practices and findings from assistance are integrated into the Statewide System of Support.

2. Consult with mathematics experts to curate a user-friendly clearinghouse for evidence-based mathematics resources for use by local educational agencies seeking to implement evidence-based practices to improve mathematics outcomes.
3. Study, highlight, and disseminate information about high performing local educational agencies and best practices.

The project team(s) selected through this RFP will assist the CCEE and Statewide Mathematics Network in achieving these goals.

#### **IV. Scope of Services**

CCEE is seeking proposals to provide support to the CCEE in convening statewide literacy and mathematics leads to document and disseminate best practices in math and literacy, studying and disseminating information about high performing LEAs in English Language Arts/English Language Development (ELA/ELD) and mathematics, and evaluating the activities and outcomes of these statewide Networks.

Respondents must demonstrate their capacity and overall approach to fulfilling the activities outlined in this section. Proposals must clearly demonstrate Respondent's understanding of the Literacy and Mathematics Networks' goals outlined in Section 90 of Assembly Bill 121 (Chapter 8, Statutes of 2025), in addition to addressing the following components:

##### **A. Network Support**

Respondents must describe a plan for fulfilling the following requirements, as well as describe Respondent's relevant experience and expertise to accomplish the following:

- i) Regularly attend virtual and in-person Network convenings and support the facilitation of conversations and activities necessary to achieve the objectives outlined in this RFP. In-person Network convenings will be held across California.
- ii) Support the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the Statewide System of Support (SSOS).
- iii) Support ongoing communication and documentation of lessons learned from lead agencies participating in the literacy and mathematics Networks.
- iv) Support and accompany the CCEE and the Networks with school site visits as needed to accomplish statutory and Network goals.

##### **B. Research, Documentation, and Information Dissemination on High Performing LEAs**

Respondents must describe a plan for fulfilling the following requirements, as well as describe Respondent's relevant experience and expertise to accomplish the following:

- i) Identify, study, and highlight high-performing LEAs in both literacy (ELA/ELD) and mathematics. This includes working closely with each Network to determine an agreeable working definition and criteria for determining which LEAs qualify as "high-performing" for this purpose.
- ii) Design evaluation questions, methodologies, and activities to gather information most pertinent to informing educational partners on replicable success strategies to improve student achievement in math and literacy.

- iii) Work with the CCEE team to plan and conduct learning visits to identified high performing LEAs for the purpose of gathering, documenting, and disseminating information related to this section.
- iv) Study and document effective instructional practices, leadership strategies, and systemic supports contributing to improved outcomes, as well as sustainability strategies for sunsetting literacy initiatives.
- v) Develop user-friendly briefs, reports, case studies, and multimedia resources to disseminate findings statewide.
- vi) Collaborate with literacy and math leads to ensure findings from assistance inform both Network activities and are integrated with SSOS continuous improvement efforts.
- vii) Work with literacy and math leads participating in the Networks to ensure evaluation findings and data from literacy and math initiatives are collected, analyzed, and/or shared for the purpose of informing Network activities (e.g., identifying and disseminating information about high performing LEAs or best practices).

### **C. Evaluation of Network Activities and Outcomes**

Respondents must describe a plan for fulfilling the following requirements, as well as describe Respondent's relevant experience and expertise to accomplish the following:

- i) In collaboration with the CCEE and Network participants, lead the development and implementation of a comprehensive evaluation plan, including a theory of action and logic model, to guide and assess the effectiveness and impact of the literacy and mathematics networks.
- ii) Work collaboratively with the team selected to create a user-friendly clearinghouse for evidence-based literacy and mathematics resources, as needed, to accomplish legislative goals.
- iii) Regularly attend virtual and in-person Network convenings to document and report on topics discussed, actions taken, and the Networks' progress on achieving legislative goals. In-person Network convenings will be held across California.
- iv) Collect and analyze data on network participation, collaboration, and contributions to improved coherence of statewide initiatives and support to LEAs.
- v) Assess how well network activities, indirectly or directly, advance coherence across SSOS and improve local implementation of evidence-based instructional practices.
- vi) Produce annual evaluation reports summarizing key findings, outcomes, and recommendations for future Network activities and future legislative actions enhancing coherence for literacy and mathematics support.
- vii) Present findings and data summaries to the CCEE, California Department of Education, State Board of Education, and relevant partners as requested to inform ongoing planning.

### **D. Ownership of Materials**

Respondents are hereby notified of the following provisions which will be incorporated into any contract entered into as a result of this RFP. CCEE/MCOE reserves the right to alter or amend these terms during the negotiations process.

All reports, documentation, and materials generated in the course of providing services to the CCEE shall be the property of CCEE and shall be provided to CCEE upon full completion of

services. Notwithstanding the foregoing, the selected Respondent shall retain all rights, title and interest in and to any and all of its software, materials, tools, forms, documentation, training and implementation materials and intellectual property (collectively, “Contractor Materials”).

The selected project team will be expected to work closely with, and under the supervision of, assigned CCEE program staff to complete each of the activities described in the Proposal. This close coordination will require frequent meetings at a regular cadence with CCEE and external partners.

## **V. General Proposal Information**

### **A. Respondents’ Eligibility**

Qualified research and evaluation organizations, including but not limited to, sole proprietorships, partnerships, public or private agencies, and/or nonprofit organizations with expertise in education research, education policy, and/or evidence-based math and literacy instruction may submit proposals in response to this RFP. The Respondent must be legally constituted and qualified to do business within the State of California.

The Respondent responding to this RFP must serve as the Prime Contractor and will be the responsible entity for ensuring that all tasks and activities are successfully completed. Proposals, including partnerships involving multiple organizations (public and/or private), should clearly delineate roles and responsibilities of each partner organization.

### **B. Minimum Qualifications for Respondents**

Respondents must have a minimum of five years of recent (within the last seven years) experience in conducting and disseminating research and evaluation studies within the educational setting. Respondents must have a minimum of three years of experience working within the California educational context and should have familiarity with key California education policy, accountability systems, and the Statewide System of Support.

Please see Section VI.E., Qualifications of Respondent Personnel, for additional information pertaining to personnel requirements.

### **C. Questions and Clarifications**

Respondents may submit questions and requests for clarifications or additional information regarding this RFP, in writing only, to Belinda Gaspar (the “CCEE Contact”) at BGaspar@ccee-ca.org. Questions and requests for clarifications may be submitted at any time up to March 24, 2026 at 4:00 p.m. (Pacific Time).

CCEE will endeavor to provide responses and clarifications via CCEE’s website at [ccee-ca.org](http://ccee-ca.org) by April 3, 2026. At its discretion, the CCEE may respond to questions that are submitted late or not in proper form. The CCEE reserves the right to rephrase or not answer any question or inquiry submitted, regardless of timing or form of the question. Respondents are solely responsible for monitoring any questions or answers posted on the CCEE’s website and incorporating any answer or information provided by CCEE into their Proposals. Respondents shall not contact any other CCEE or MCOE employee or agent regarding this RFP except for the CCEE Contact identified above.

## **VI. Proposal Specifications/Requirements for Submittal**

Each Respondent must submit a Proposal that contains all the required items listed in this section. Any Proposal that does not include all required items may be disqualified from consideration, but the CCEE reserves the right to consider Proposals that do not meet all the requirements, at its sole discretion. Proposals should not be any longer than 20 pages, excluding curricula vitarum or résumés of identified personnel. Proposals can utilize tables and/or bullets to clearly communicate main ideas and flow of work.

**A. Cover Letter** (2 pages maximum)

**B. Scope of Project**

Proposals must include a description and/or plan for addressing the domains and items outlined in Section IV, Scope of Services.

Proposals must also include a description of Respondent's proposed work plan to accomplish the tasks described in the above-referenced Scope of Services. The work plan shall include a timeline, time estimates for each significant segment of the work, the number of staff to be assigned, the level of each of the staff members to be assigned, and any specialists or subcontractors who will be assigned.

**C. Description of Respondent Organization** (1 page maximum)

Include the name and contact information for your organization (address, telephone number), as well as the name and contact information (telephone number and email address) of the principal contact for your application. Provide a brief history of the organization, including:

- Number of years in business/practice
- Senior member(s) and length of association
- Whether the organization may have been known by a different name while under substantially the same management
- Location of office where project team members will design and oversee the evaluation program
- List of basic services generally provided by the organization

**D. Organizational Capacity and Previous Experience** (2 pages maximum)

Proposals must describe and demonstrate the Respondent's capacity and ability to perform and administer all activities related to all activities they propose in the Scope of Services. This includes a demonstration of the Respondent's experience in evaluation research, study design and implementation, and high-stakes research projects, particularly those related to education. The Proposal must establish that Respondent meets the eligibility requirements set forth under Section V.A., Respondents' Eligibility.

Proposals must also reflect the Respondent's understanding of California education policies, especially those associated with the Local Control Funding Formula ("LCFF"), the California School Dashboard, the Statewide System of Support, as well as broader education policy and research as it relates to the work outlined in this RFP.

If the Respondent will be subcontracting a portion of the work, the Proposal must describe and demonstrate the subcontractor's capacity and ability to perform the portion of the work in which the subcontractor will be involved. The Proposal must establish that all proposed subcontractors meet the eligibility requirements set forth under Section V.A., Respondents' Eligibility. Proposals, including partnerships involving multiple organizations (public and/or

private), should clearly delineate roles and responsibilities of each subcontractor and/or partner organization.

**E. Qualifications of Respondent Personnel (2 pages maximum, including Organization Chart)**

Please include the name of all individuals proposed by the organization to perform the duties described above in Section IV, Scope of Services, including the qualifications of each and what each would be doing. Current résumés for each individual must be included as attachments to the submitted Proposal and will not be counted in the page limits.

**E.1. Project Lead**

Proposals must identify a dedicated Project Lead by name and include descriptions of how the proposed Project Lead meets the qualifications described herein. The Proposal must describe how the Project Lead will effectively coordinate, manage, and monitor the efforts of assigned staff, including subcontractors and/or consultants, to ensure that all tasks, activities and functions are completed in an effective and timely manner.

The Project Lead will serve as the primary contact for the CCEE and will be expected to provide regular updates and ongoing communications with identified CCEE staff.

**E.2. Changes to Key Personnel**

Once a Respondent is selected, the assigned project personnel, including the Project Lead, cannot be changed or substituted without the CCEE's prior written approval. Any substitute personnel shall meet or exceed the qualifications and experience level of the previously assigned project staff/personnel.

**E.3. Subcontracts**

A subcontract is defined as any and all agreements between a Respondent and another entity, individual or business, for the accomplishment of any task, or component of a task, in whole or part, described in this RFP. All work assigned to subcontractors remains the responsibility of the selected Respondent. For each proposed subcontractor, the Respondent must include:

- a) Description of the activities and functions that will be performed by the subcontractor/consultant;
- b) Brief explanation as to why the subcontractor was selected; and
- c) Curricula vitarum for each consultant or personnel of a subcontractor who will be assigned to the project.

Proposals, including partnerships involving multiple organizations (public and/or private), should clearly delineate roles and responsibilities of each subcontractor and/or partner organization.

**E.4. Organization Chart**

An organization chart, including organizational titles, project roles, and names should be included with the Proposal.

**F. Conflict of Interest**

Please disclose any past or current business or other relationship(s) with the CCEE, CCEE Governing Board members, CCEE employees, or MCOE. Respondents should also disclose any

other financial, personal, or professional relationships that could bias research, decisions, or work to be accomplished under this RFP.

**G. Proposed Budget** (1 page maximum)

A four-year budget is required to be submitted as part of the Proposal covering the duration of the project (July 2026 – June 2030). The proposed budget must include an annual detailed breakdown of the proposed fees and costs for the activities described in the Proposal to meet specified goals. The total annual fees and costs must be stated as a “not-to-exceed” amount. Respondents must state willingness to commit to the estimate provided, and identify factors that may influence the estimate in the event of technical and programmatic changes.

The proposed budget must include:

- Cost to complete proposed deliverable
- Fee structure (e.g., hourly rate, fixed rate deliverable, or a combination of hourly rate within a fixed rate, not-to-exceed deliverable)
- Travel and related costs to attend in-person Network convenings, school site visits, and other activities related to completion of deliverables
- Any additional relevant fees/costs

Due to the year-to-year nature of the CCEE’s funding, while Proposals may include multi-year project proposals, any contract with the selected Respondent(s) will need to be written such that it is for a single fiscal year with the ability to extend it to the next fiscal year at the exclusive option of the CCEE.

Respondents’ cost estimates may be a factor in awarding the contract. Since an RFP is not required, the CCEE/MCOE is not obligated to accept a Proposal based on cost estimates.

**H. References** (Half page maximum)

Provide a list of clients (including name, address, email address, and telephone number of contact person, as well as a bullet description of the work performed) for whom Respondent has performed similar services.

**I. Submission Review Rubric**

The scoring rubric is valued at a maximum of 100 pts. Award(s) may not necessarily be made to Proposals that have the highest scores. These scores are advisory to the committee panelists who will make the final decisions to ensure that the Proposals meet the goals and requirements of the program. The table below displays the maximum point values for each section:

Proposal Narrative Section	Maximum Point Value
Convening and Network Support	20
Research, Documentation, and Information Dissemination on High Performing LEAs	30
Evaluation of Network Activities and Outcomes	30

Organizational Capacity and Experience	10
Proposed Budget	10
<b>Maximum Total Points</b>	<b>100</b>

The CCEE reserves the right to assign weight to each of the criteria and to consider additional or different factors in its evaluation of the Proposals.

Proposals will be evaluated using the following criteria:

	<b>Exemplary</b>	<b>Strong</b>	<b>Adequate</b>	<b>Limited</b>	<b>Non-Responsive</b>
<b>Convening and Network Support</b> Exemplary (16-20) Strong (11-15) Adequate (6-10) Limited (3-5) Non-Responsive (0-2)	Proposal thoroughly and convincingly describes a plan for fulfilling the following requirements: Regularly attending network convenings, facilitating conversations and activities necessary to achieve the objectives outlined in this RFP; Supporting the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the SSOS; Supporting ongoing communication and documentation of lessons learned across Networks.	Proposal clearly describes a plan for fulfilling the following requirements: Regularly attending network convenings, facilitating conversations and activities necessary to achieve the objectives outlined in this RFP; Supporting the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the SSOS; Supporting ongoing communication and documentation of lessons learned across Networks.	Proposal adequately describes a plan for fulfilling the following requirements: Regularly attending network convenings, facilitating conversations and activities necessary to achieve the objectives outlined in this RFP; Supporting the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the SSOS; Supporting ongoing communication and documentation of lessons learned across Networks.	Proposal describes a plan with limited details for fulfilling the following requirements: Regularly attending network convenings, facilitating conversations and activities necessary to achieve the objectives outlined in this RFP; Supporting the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the SSOS; Supporting ongoing communication and documentation of lessons learned across Networks.	Proposal fails to describe a plan for fulfilling the following requirements: Regularly attending network convenings, facilitating conversations and activities necessary to achieve the objectives outlined in this RFP; Supporting the CCEE with facilitating collaboration among leads to ensure best practices and findings from technical assistance efforts are documented and integrated into the SSOS; Supporting ongoing communication and documentation of lessons learned across Networks.
<b>Research,</b>	Proposal thoroughly and convincingly	Proposal clearly describes a plan for	Proposal adequately describes a plan for	Proposal describes a limited plan with few	Proposal fails to describe a plan for

<p><b>Documentation, and Information Dissemination on High Performing LEAs</b></p> <p>Exemplary (21-30) Strong (11-20) Adequate (6-10) Limited (3-5) Non-Responsive (0-2)</p>	<p>describes a plan for fulfilling the requirements in Section IV B, including identifying, studying, and highlighting high-performing LEAs in both literacy (ELA/ELD) and mathematics. The plan addresses working closely with each Network to: design evaluation questions, and methodologies, conduct site visits, and ensure findings inform both network activities and SSOS continuous improvement efforts.</p>	<p>fulfilling the requirements in Section IV B, including identifying, studying, and highlighting high-performing LEAs in both literacy (ELA/ELD) and mathematics. The plan addresses working closely with each Network to: design evaluation questions, and methodologies, conduct site visits, and ensure findings inform both network activities and SSOS continuous improvement efforts.</p>	<p>fulfilling the requirements in Section IV B, including identifying, studying, and highlighting high-performing LEAs in both literacy (ELA/ELD) and mathematics. The plan adequately addresses working closely with each Network to: design evaluation questions, and methodologies, conduct site visits, and ensure findings inform both network activities and SSOS continuous improvement efforts.</p>	<p>details for fulfilling the requirements in Section IV B, including identifying, studying, and highlighting high-performing LEAs in both literacy (ELA/ELD) and mathematics. The plan is limited in addressing ways to work closely with each Network to: design evaluation questions, and methodologies, conduct site visits, and ensure findings inform both network activities and SSOS continuous improvement efforts.</p>	<p>fulfilling the requirements in Section IV B, including identifying, studying, and highlighting high-performing LEAs in both literacy (ELA/ELD) and mathematics. The plan fails to address ways to work closely with each Network to accomplish one or more of the following: design evaluation questions, and methodologies, conduct site visits, and ensure findings inform both network activities and SSOS continuous improvement efforts.</p>
<p><b>Evaluation of Network Activities and Outcomes</b></p> <p>Exemplary (21-30) Strong (11-20) Adequate (6-10) Limited (3-5) Non-Responsive (0-2)</p>	<p>Proposal thoroughly and convincingly describes a plan for fulfilling the requirements in Section IV, C in order to assess the effectiveness and impact of the literacy and mathematics</p>	<p>Proposal clearly describes a plan for fulfilling the requirements in Section IV, C in order to assess the effectiveness and impact of the literacy and mathematics network.</p>	<p>Proposal adequately describes a plan for fulfilling the requirements in Section IV, C in order to assess the effectiveness and impact of the literacy and mathematics network.</p>	<p>Proposal limitedly describes a plan for fulfilling the requirements in Section IV, C in order to assess the effectiveness and impact of the literacy and mathematics network.</p>	<p>Proposal fails to describe a plan for fulfilling one or more of the requirements in Section IV, C in order to assess the effectiveness and impact of the literacy and mathematics network.</p>

	network.				
<b>Organizational Capacity and Experience</b> Exemplary (9-10) Strong (7-8) Adequate (5-6) Limited (3-4) Non-Responsive (0-2)	Proposal demonstrates extensive experience in evaluation research, study design and implementation, facilitation and high-stakes research projects, particularly those related to education.	Proposal demonstrates substantive experience in evaluation research, study design and implementation, facilitation and high-stakes research projects, particularly those related to education.	Proposal demonstrates adequate experience in evaluation research, study design and implementation, facilitation and high-stakes research projects, particularly those related to education.	Proposal demonstrates limited experience in evaluation research, study design and implementation, facilitation and high-stakes research projects, particularly those related to education.	Proposal suggests minimal to no experience in evaluation research, study design and implementation, facilitation and high-stakes research projects, particularly those related to education.
<b>Proposed Budget</b> Exemplary (9-10) Strong (7-8) Adequate (5-6) Limited (3-4) Non-Responsive (0-2)	Four-year budget thoroughly and convincingly outlines necessary and reasonable costs associated with completing deliverables as outlined in Section VI, G. Budgeted costs are directly and clearly linked to a timeline for deliverables and an associated payment schedule for each of the four years.	Four-year budget clearly outlines necessary and reasonable costs associated with completing deliverables as outlined in Section VI, G. Budgeted costs are linked to a timeline for deliverables and an associated payment schedule for each of the four years.	Four-year budget adequately outlines costs associated with completing deliverables as outlined in Section VI, G. Budgeted costs are adequately linked to a timeline for deliverables and an associated payment schedule for each of the four years.	Four-year budget limitedly outlines costs associated with completing deliverables as outlined in Section VI, G. The linkage between budgeted costs and the timeline for deliverables is unclear and/or the associated payment schedule for each of the four years is not delineated.	Four-year budget fails to outline costs associated with completing deliverables as outlined in Section VI, G. in a clear manner. The linkage between budgeted costs and the timeline for deliverables is unclear and/or the associated payment schedule for each of the four years is not delineated.

## VII. Rights of the CCEE/MCOE

This RFP does not commit the CCEE/MCOE to award a contract or pay any costs incurred in the preparation of a response to this RFP. CCEE/MCOE, at its sole discretion, may reject all Proposals and/or enter into direct negotiations with a Respondent or other party and enter into an agreement for all or part of the services set forth herein outside of the RFP process. The CCEE/MCOE is not required by law to use an RFP process but has elected to do so for the particular services described herein in order to seek qualified parties who meet the CCEE's unique service needs. The CCEE/MCOE reserves the right to accept all or part of any Proposal or to cancel in part or in its entirety the RFP. The CCEE/MCOE further reserves the right to select the Respondent(s) that it considers to be in the best interests of the CCEE.

## VIII. **Submission Details**

- A. CCEE/MCOE will begin accepting Proposals upon the date of issuance of this RFP, and will continue to accept Proposals until April 17, 2026 at 4:00 p.m. (Pacific Time). While CCEE will begin reviewing Proposals submitted by this deadline, Proposals may be submitted after the deadline, and, at its discretion, CCEE may review those Proposals as needed for this RFP or future service needs, which work may commence after the date identified in the timeline above. Regardless of the timing of submitting a Proposal, CCEE may reach out to Respondents at any time CCEE determines that it has a need for the resources and/or services proposed. Proposals that are submitted after the deadline must still adhere to all other requirements of this RFP.
- B. Respondents must submit an electronic signed copy of the original Proposal (as a PDF) via email to Belinda Gaspar at [BGaspar@ccee-ca.org](mailto:BGaspar@ccee-ca.org) with the subject line: **"EVALUATION AND SUPPORT OF THE STATEWIDE LITERACY AND MATHEMATICS NETWORKS RFP SUBMISSION."** Hard copy Proposals may not be accepted.
- C. Respondent shall be solely responsible for ensuring its Proposal arrives to the CCEE by the deadline set forth above in order to be eligible for CCEE's selection process. The CCEE/MCOE shall not be responsible for any technical issues with email delivery.
- D. All Proposals should be verified before submission. Adjustments may not be permitted after submission to the CCEE. The CCEE/MCOE will not be held responsible for any Respondent errors or omissions in the preparation of their Proposal.
- E. Any costs incurred by the Respondents in the preparation of any information or material submitted in response to this RFP shall be the Respondent's sole responsibility.
- F. The CCEE/MCOE reserves the right to reject any and/or all Proposals, or to refuse to negotiate or withhold the award of any contract, for any or no reason. The CCEE/MCOE may also waive or decline to waive irregularities in any Proposal. The CCEE/MCOE further reserves the right to select the Proposal(s) that it considers to be in the best interests of the CCEE.
- G. The CCEE/MCOE may begin negotiations with selected Respondents at the CCEE's discretion.
- H. Upon selection of a Respondent, the CCEE/MCOE shall provide an agreement for negotiation by the Parties.
- I. All Proposals submitted in response to the RFP become the property of the CCEE and a public record and, as such, are potentially subject to public disclosure pursuant to applicable laws, including the California Public Records Act (Gov. Code § 6250 et seq.).

**IX. Receipt of Proposals; Contact Information**

Respondents are not to contact the Marin County Office of Education, including Board members, the Superintendent or any other employee or representative of the MCOE or the California Collaborative for Educational Excellence, including Board members, the Executive Director, or any other employee or representative of the CCEE, apart from the CCEE Contact identified herein, regarding this RFP. Contacting such officials, employees and/or representatives, other than the CCEE Contact identified herein, may result in the Respondent's disqualification.

CCEE and MCOE shall not be bound by any statement made by any CCEE/MCOE employee or agent regarding this RFP and/or the work set forth herein, except for the responses provided by the CCEE Contact as set forth herein.

All inquiries or questions for additional information should be directed in writing to Belinda Gaspar at [BGaspar@ccee-ca.org](mailto:BGaspar@ccee-ca.org) by March 24, 2026 at 4:00 p.m. (Pacific Time). CCEE will make every effort to respond, but any failure or delay in responding shall not excuse a Respondent's failure to comply with any requirements for submission set forth herein, including the submission deadline.

As noted in Section VIII.B., above, Respondents must submit an electronic signed copy of the original Proposal (as a PDF) via email to Belinda Gaspar at [BGaspar@ccee-ca.org](mailto:BGaspar@ccee-ca.org) by April 17, 2026 at 4:00 p.m. (Pacific Time) with the subject line: **"EVALUATION AND SUPPORT OF THE STATEWIDE LITERACY AND MATHEMATICS NETWORKS RFP SUBMISSION."**