**REQUEST FOR PROPOSALS: RFP #2**

Community Climate Survey Services
Palisades School District, Kintnersville, PA

Issued: Friday, March 13, 2026

Submission Due: Friday, April 10, 2026 (2 PM)

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## I. PURPOSE

The Palisades School District is seeking proposals from qualified vendors to design, administer, and analyze a comprehensive Community Climate Survey. The survey will target three key stakeholder groups:

- Students (Grades 4-12)
- Parents/Guardians
- District Staff (Instructional and Non-Instructional)

Objective: To establish a baseline of school culture and identify specific areas for improvement regarding equity, safety, engagement, and emotional well-being.

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## II. BACKGROUND INFORMATION

The Palisades School District serves a rural and residential community of 100 square miles in Upper Bucks County, PA. The District includes Bridgeton, Durham, Nockamixon, Springfield, and Tinicum Townships, and the Riegelsville Borough.

The District currently operates:

- Elementary (K-5): Three community-based schools
- Middle School (6-8): One centralized facility
- High School (9-12): One centralized facility

## III. SCOPE OF SERVICES

The selected vendor will be responsible for the following phases:

Part A: Survey Design & Customization

- Provide a research-validated survey instrument.
- Allow for district-specific custom questions (approx. 5–10).
- Ensure the survey is available in English and Spanish.

Part B: Administration

- Host the survey on a secure, mobile-friendly digital platform.
- Provide "live" participation tracking to help the district pivot outreach efforts if response rates are low.
- Ensure strict data privacy and respondent anonymity.

Part C. Analysis & Reporting

- Executive Summary: A high-level overview for the School Board.
- Disaggregated Data: Ability to filter results by school site, grade level, ethnicity, and gender.
- Benchmarking: Compare district results against national or state norms.
- Qualitative Analysis: Thematic coding for open-ended response sections.

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## IV. REQUIRED TECHNICAL QUALIFICATIONS

Proposals must demonstrate the following:

- Experience: A minimum of 5 years conducting climate surveys for K-12 districts of similar size.
- Data Security: Evidence of SOC 2 compliance or equivalent data protection protocols (FERPA/COPPA compliance is mandatory).
- Accessibility: Survey must be WCAG 2.1 compliant for users with disabilities.

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## V. PROPOSAL REQUIREMENTS

Statements shall be submitted no later than Friday, April 10, 2026 at 2:00 PM EST to:

Palisades School District

% Dr. Bridget O'Connell

39 Thomas Free Drive, Kintnersville, PA 18930

The submittal must include:

1. A brief company profile.
2. A detailed project plan.
3. Sample reports from a previous school district project.
4. Total cost (inclusive of all licensing, translation, and presentation fees). Please break the total cost into two options. The first including survey or district staff only and the second including the three stakeholder groups.

## V. PROPOSED TIMELINE

| Milestone | Target Date |
|---|---|
| **RFP Issued** | March 13, 2026 |
| **Deadline for Questions** | March 27, 2026 |
| **Proposals Due** | April 10, 2026 |