

REQUEST FOR PROPOSALS

SCHOOL MERGER FACILITATION AND STRATEGIC ADVISORY SERVICES

RFP NO: 27-1006



catawba county
MAKING. LIVING. BETTER.

Date of Issue: October 9, 2026

Proposals Due: November 6, 2026

Time: 3:00 PM ET

**Issued by:
Catawba County Purchasing Manager
25 Government Drive
Newton, North Carolina 28658
(828) 465-8224**

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SECTION 1 – INTRODUCTION

1.1 INTRODUCTION

The Catawba County Board of Commissioners (hereinafter “County”) is soliciting proposals from qualified consulting firms (hereinafter “Firm”) interested in providing structured implementation, facilitation, transition planning, project management, and change management services to support the successful alignment of leadership, organizational structure and systems, and operational policies and protocols associated with a 3-district school system merger. The merger is contingent upon an upcoming decision of the NC State Board of Education (SBOE). Catawba County issues this RFP in an effort to be proactive in planning a smooth transition. If the SBOE does not approve the merger plan, Catawba County will not move forward with a contract for these services.

Catawba County reserves the right to reject any and all submittals. This submittal request is neither a contractual offer nor a commitment to purchase services. The County assumes no contractual obligation as a result of the issuance of this request, the preparation or submission of a qualifications statement by a Firm, the evaluation of statements or final selection.

1.2 BACKGROUND

On April 20, 2026, the Catawba County Board of Commissioners voted to approve a plan to merge the county's three separate school districts—Catawba County Schools, Hickory City Schools, and Newton-Conover City Schools—into a single unified system named the Catawba Valley Schools and governed by the Catawba Valley Board of Education, targeted to take effect on July 1, 2028, contingent upon approval of the merger plan by the NC State Board of Education. The County is seeking an experienced consulting firm to lead the planning, coordination, facilitation, and implementation of this merger.

The State Board of Education will be hearing presentations on the proposed merger at its December 2-3 meeting and anticipates voting to approve or deny the proposed merger plan at that time, or as soon thereafter as practicable. If the State Board of Education does not approve the merger, the County will not select a Firm to perform this scope of work. Merger will require integration of organizational structures, policies, procedures, financial operations, personnel functions, technology systems, facilities, communications, and other administrative and operational functions. The transition will require careful planning, coordination, communication, decision-making, and management of competing priorities and stakeholder concerns.

Hired by the Catawba County Board of Commissioners, the selected Firm will work at the direction of the newly formed Catawba Valley Board of Education to develop and execute a comprehensive implementation strategy designed to support a successful transition while minimizing disruption to students, employees, families, and the community.

1.3 OBJECTIVES

The objectives of this engagement include, but are not limited to:

1. Develop and maintain a comprehensive merger implementation plan.
2. Establish a realistic schedule, milestones, charter of responsibilities, interim operating structure, and critical decision points.

3. Facilitate effective communication and collaboration among contributing organizations and stakeholder groups, supporting effective change management.
4. Identify and address operational, financial, organizational, technological, personnel, policy, facility, and other transition issues.
5. Support the Catawba Valley Board of Education in adopting best practice-driven policies, procedures, systems, and protocols.
6. Identify potential risks and develop mitigation strategies.
7. Coordinate implementation activities across multiple organizations, departments, and stakeholder groups.
8. Monitor progress toward merger milestones and provide regular status reporting to Catawba Valley Board of Education and the Catawba County Board of Commissioners.
9. Assist with post-merger stabilization and resolution of outstanding transition issues.

The County is seeking a qualified and experienced consulting firm that demonstrates a clear understanding of the Catawba Valley Board of Education's needs and objectives and can provide a comprehensive, practical, and effective approach to the project. The County is seeking a Firm with the experience, expertise, resources, and demonstrated ability to successfully perform the required services and provide recommendations that address the Catawba Valley Board of Education's anticipated future needs.

SECTION 2 – PROPOSAL INFORMATION

2.1 GENERAL INFORMATION

This RFP is intended to provide Firms with a common, uniform set of instructions to assist in the development of their proposals and to provide a uniform method for the County to fairly evaluate proposals and subsequently select a proposal that provides the best solution for the County. Firms are encouraged to initiate preparation of proposals immediately upon receipt of the RFP in order for all relevant questions and information requests to be identified and answered, and to allow adequate time to prepare a comprehensive and complete response.

This RFQ is comprised of the base RFQ document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 RFQ SCHEDULE

The table below shows the *intended* schedule for this RFQ. County will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	County	October 9, 2026
Submit Written Questions	Firm	October 23, 2026 by 5:00 PM
Provide Responses to Questions	County	October 30, 2026 by 5:00 PM
Submit Proposals	Firm	November 6, 2026 by 3:00 PM

Interviews	Firm	November 16, 2026
Contract Award	County	December 8, 2026
Contract Effective Date	County	January 1, 2027

2.3 PROPOSAL QUESTIONS

Upon review of the RFP documents, Firm may have questions to clarify or interpret specifications in order to submit the best proposal possible. To accommodate the Proposal Questions process, Firm shall submit any such questions by the above due date. Written questions shall be emailed to tinawright@catawbacountync.gov by the date and time specified above. Firm should enter “RFP #: 27-1006 – Questions” as the subject for the email. Questions received prior to the submission deadline date, the County’s response, and any additional terms deemed necessary by the County will be posted in the form of an addendum to the County website, <https://www.catawbacountync.gov/county-services/purchasing/bid-notice/> and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any County personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Firm shall rely only on written material contained in an Addendum to this RFP.

2.4 PROPOSAL SUBMITTAL

Proposals, subject to the conditions made a part hereof, will be received at the address indicated in the table below, no later than **3:00 PM on November 6, 2026**. Each envelope should be clearly labeled with: **RFP 27-1006 – School Merger Facilitation and Strategic Advisory Services.**

Mailing address for delivery of proposal via US Postal Service	Office Address of delivery by any other method (hand delivery, overnight, or any other carrier)
RFP No: 27-1006 Catawba County Government Center Attn: Purchasing Department Post Office Box 389 Newton, North Carolina 28658	RFP No: 27-1006 Catawba County Government Center Attn: Purchasing Department 25 Government Drive Newton, North Carolina 28658

IMPORTANT NOTE: All proposals shall be physically delivered to the office address listed above on or before the submission deadline in order to be considered timely, regardless of the method of delivery. **This is an absolute requirement.** All risk of late arrival due to unanticipated delay—whether delivered by hand, U.S. Postal Service, courier or other delivery service is entirely on the Firm. It is the sole responsibility of the Firm to have proposals physically in this Office by the specified time and date above. Attempts to submit a proposal via facsimile (FAX) machine, telephone or electronic means, including but not limited to email, in response to this RFP will **not** be accepted.

Proposals must be submitted with **one (1) original, two (2) copies, and one (1) electronic PDF copy on a USB thumb drive.** Each Firm must thoroughly examine the RFP to ensure that the Firm can meet all requirements of this RFP. When responding to this RFP, please follow all instructions carefully. Failure to follow these instructions in your proposal may be considered a non-responsive submission and may result in immediate elimination from further consideration.

Critical updated information may be included in Addenda to this RFP. It is important that all Firms responding to this RFP periodically check the County website for any Addenda that may be issued prior to the proposal due date or complete Attachment B – Intent to Propose and submit back to County at tinawright@catawbacountync.gov to be notified when Addenda are issued. All Firms shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

Offers submitted pursuant to this RFP are valid for one hundred twenty (120) days after Proposal due date. Proposals received will remain confidential until a contract is awarded. No public bid opening will be held for this solicitation.

2.5 REJECTION OF PROPOSALS

Catawba County reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this RFP. The County also reserves the right at its sole discretion to waive minor administrative irregularities contained in any proposal. Failure to comply with any of the terms and conditions of this RFP may result in rejection of a proposal.

2.6 PROPRIETARY INFORMATION

Trade secrets or proprietary information submitted by Firm in connection with a procurement transaction shall not be subject to the public disclosure under the North Carolina Public Records Act pursuant to NCGS § 66-152(3). However, the Firm must invoke the protection of this section prior to or upon submission of the data or other materials and must identify the data or other materials to be protected and state the reasons why protection is necessary. DO NOT mark every page as confidential. **Each individual page that is a trade secret or proprietary information must be labeled “Confidential” in the top right corner.** However, under no circumstances shall price information be designated as confidential.

2.7 PROPOSAL CONTENTS

Firms must carefully read the information requested in this “Proposal Contents” section and submit a complete proposal responding to each request for information. In order to evaluate responses efficiently and equitably, responses must be tabbed as identified below. Failure to submit information requested may render your proposal non-responsive

Tab 1: Executive Summary

- Provide an executive summary of the Firm's proposal. The summary should highlight aspects of the proposal which make it superior or unique in addressing the needs and specifications of Catawba County.

Tab 2: Introduction: Company Information

- Provide a concise description of your company, including origin, year established, background, current size, type of company (individual, partnership, corporation, etc.) and list the names of all partners, principals, etc.
- Business name and address, including telephone, email address, and website address. Include any former company name(s) and year(s) established, if applicable.

- The name, title, address, and telephone number of the company's authorized negotiator. The person identified must be empowered to make binding commitments for the company.

Tab 3: Experience and Operations Summary

- **Understanding:** Clearly state your understanding of the consulting services requested in this RFP and your ability to meet the specifications, including capabilities, features, and limitations, as described herein.
- **Experience:** Describe the Firm's experience in areas directly related to the consulting services requested in this RFP.
- **Previous and Current Contracts:** Provide a list of completed contracts held with public entities within the last five (5) years. In addition, provide a list of current contracts, including award date and date for anticipated completion for similar services.
- Provide a detailed summary of any regulatory sanctions, license agency sanctions, litigation, claim(s), contract dispute(s) filed by or against the Firm in the past five (5) years that are related to the services that the Firm provides in the regular course of business. If none, please state that.

Tab 4: Project Management

- **Key Personnel of Firm:** Firm must provide a Project Team Organization and Staffing plan, including contact information and resumes for key personnel.
- **Point of Contact:** All project management and coordination on behalf of the County shall be through a single point of contact designated as the County Project Manager. Firm shall also designate a Project Manager who will provide a single point of contact for management and coordination of the Firm's work. Provide that information with your Key Personnel of Firm information.
- **Approach to the Scope of Work:** Describe the proposed approach and methodology to performing the consulting services requested in this RFP.
- **Project Implementation Plan.** Firm must provide a detailed schedule and associated Work Breakdown Structure (WBS) that includes phases, activities, tasks, milestones, deliverables, and resource management.
- Indicate capacity to successfully manage the Project.

Tab 5: Cost Proposal

- Provide a detailed itemization for all costs associated with the phases referenced in Firm's Project Implementation Plan.
- **Payment Terms:** If progress payments are to be made, provide proposed progress payment terms.

Tab 6: Attachments

- Attachment A – Reference Disclosure Form
- Attachment B – Intent to Propose

SECTION 3 – SCOPE OF WORK

The selected Firm shall provide services included, but not limited to, the following:

3.1 PROJECT INITIATION AND TRANSITION ASSESSMENT

The Firm shall:

- Meet with designated County and Catawba Valley Board of Education representatives.
- Establish project governance, communication protocols, and decision-making processes.
- Review existing studies, reports, organizational charts, budgets, policies, procedures, contracts, enrollment information, facility information, technology systems, and other relevant documentation.
- Identify existing transition activities and work already completed.
- Conduct interviews or working sessions with key personnel across all relevant organizations and disciplines.
- Identify major transition requirements, dependencies, risks, and unresolved issues.
- Develop a comprehensive merger implementation work plan.
- Establish project milestones and target completion dates.

3.2 PROJECT MANAGEMENT AND IMPLEMENTATION COORDINATION

The Firm shall provide ongoing project management services, including:

- Maintaining the master implementation schedule.
- Tracking milestones and deliverables.
- Coordinating activities among participating organizations.
- Maintaining an issue and risk log.
- Identifying potential delays and implementation barriers.
- Tracking decisions and outstanding action items.
- Providing regular status reports to the Catawba Valley Board of Education and County.
- Conducting periodic project review meetings.
- Recommending corrective actions when project activities fall behind schedule.

The Firm shall establish a practical project management structure that clearly identifies responsible parties for each major transition activity.

3.3 FACILITATION AND STAKEHOLDER COORDINATION

The Firm shall serve as a neutral facilitator and shall:

- Facilitate meetings of school board members, administrators, County representatives, employees, community members, and other stakeholders.
- Establish working groups or committees as appropriate.
- Develop meeting agendas and supporting materials.
- Facilitate discussion and drive consensus in areas of disagreement or competing interests.

- Help participants identify areas of consensus.
- Assist with decision-making processes.
- Document decisions, action items and associated timelines, and unresolved issues.
- Establish processes for escalating issues that cannot be resolved at the working-group level.

The Firm should demonstrate an understanding of the unique challenges associated with facilitation discussions involving elected officials, public employees, school administrators, and community stakeholders.

3.4 ORGANIZATIONAL INTEGRATION

The Firm shall assist with the integration of the participating organizations, including:

- Organizational structure.
- Leadership structure.
- Roles and responsibilities.
- Reporting relationships.
- Departmental functions.
- Staffing considerations.
- Identification of duplicative functions.
- Opportunities for organizational efficiencies.
- Transition planning for administrative responsibilities.

The Firm shall provide recommendations and implementation support while recognizing personnel and organizational decisions ultimately remain with the Catawba Valley Board of Education.

3.5 HUMAN RESOURCES AND WORKFORCE TRANSITION

The Firm shall assist with coordinating workforce-related transition activities, including:

- Review of existing organizational structures and staffing models.
- Identification of differences in personnel policies and practices.
- Benefits and compensation considerations.
- Payroll transition.
- Development of integrated position classification plan.
- Employee communications and change management planning.
- Workforce transition timelines.
- Identification of potential employee impacts.

The Firm shall coordinate with representatives of the Catawba Valley Board of Education and legal counsel regarding personnel matters.

3.6 FINANCIAL AND BUDGET INTEGRATION

The Firm shall assist with coordination and integration of financial operations, including:

- Review of existing budgets and financial structures.
- Identification of differences in financial policies and practices.

- Budget integration.
- Revenue and expenditure considerations.
- Financial reporting.
- Accounts payable and receivable process integration.
- Purchasing and procurement.
- Inventory of and transition plan for existing contracts and financial obligations.
- Identification of one-time transition costs.
- Identification of potential recurring costs or savings.
- Development of a financial transition timeline.

The Firm shall identify areas requiring additional financial or legal analysis and coordinate with appropriate professionals.

3.7 POLICY AND PROCEDURE INTEGRATION

The Firm shall assist with developing a process for reviewing and harmonizing policies and procedures.

Services may include:

- Inventorying existing policies.
- Identifying conflicting or duplicative policies.
- Establishing priorities for policy review and assigning timelines based on immediacy of required action.
- Developing recommendations for policy integration.
- Establishing timelines for policy adoption.
- Facilitating discussions among appropriate stakeholders.

The Firm shall coordinate with legal counsel regarding legal or regulatory requirements.

3.8 TECHNOLOGY AND SYSTEMS INTEGRATION

The Firm shall assist in coordinating inventory and integration of technology systems, including as applicable:

- Financial systems.
- Human resources systems.
- Payroll systems.
- Student information systems.
- Communications systems.
- Document and records systems.
- Network infrastructure.
- User access and security.
- Data migration.
- Software licenses and contracts.

The Firm shall coordinate with existing IT personnel and technology vendors and shall identify critical technology dependencies and transition deadlines.

3.9 FACILITIES AND OPERATIONS

The Firm shall develop and execute a plan for coordination of facility and operational transition activities, including:

- School facility utilization.
- Administrative facilities.
- Transportation operations.
- Food services.
- Maintenance and custodial operations.
- Security.
- Student services.
- Records management.
- Other operational functions affected by the merger.

The Firm shall identify operational dependencies and recommend strategies for minimizing disruption during the transition.

3.10 COMMUNICATIONS AND COMMUNITY ENGAGEMENT

The Firm shall develop and assist with implementation of a comprehensive communications strategy.

The strategy shall address communication with:

- Employees.
- Students.
- Parents and guardians.
- School board members.
- County officials.
- Elected officials.
- Community organizations.
- The general public.
- Other affected stakeholders.

The Firm may be asked to assist with developing content and format for:

- Public meetings.
- Employee meetings.
- Presentations.
- Frequently asked questions.
- Website content.
- Newsletters.
- Informational materials.
- Stakeholder surveys.
- Community engagement activities.

Communications should be timely, consistent, transparent, and appropriate for the intended audience.

3.11 CHANGE MANAGEMENT

The Firm shall develop a change-management strategy designed to support employees, leadership, and the community throughout the merger.

The strategy should include:

- Identification of anticipated organizational impacts.
- Stakeholder impact assessment.
- Identification of potential resistance or concerns.
- Communication strategies.
- Employee engagement strategies.
- Leadership alignment.
- Methods for addressing implementation concerns.
- Strategies for maintaining continuity of services.
- Post-merger stabilization.

3.12 RISK MANAGEMENT

The Firm shall identify and monitor risks associated with the merger. At a minimum, the Consultant shall maintain a risk register identifying:

- Risk description.
- Potential impact.
- Probability.
- Responsible party.
- Mitigation strategy.
- Status.

Significant risks shall be promptly communicated to the Catawba Valley Board of Education and County representatives.

3.13 IMPLEMENTATION READINESS

Prior to the effective implementation date of the merger, the Firm shall assist the County and participating organizations in assessing readiness.

The readiness assessment should address, as applicable:

- Governance.
- Staffing.
- Policies.
- Budget and financial systems.
- Payroll.
- Technology.
- Facilities.
- Transportation.
- Communications.
- Contracts.
- Student services.
- Records.
- Other critical operational functions.

The Consultant shall identify outstanding issues and recommend corrective actions prior to implementation.

3.14 POST-MERGER STABILIZATION

Following implementation, the Firm may be asked to provide a period of post-merger support.

Services may include:

- Monitoring implementation.
- Facilitating meetings to address unresolved issues.
- Tracking outstanding transition activities.
- Identifying operational problems.
- Assisting with stakeholder concerns.
- Evaluating progress against implementation objectives.
- Recommending corrective actions.
- Developing a final transition closeout report.

SECTION 4 - DELIVERABLES

4.1 DELIVERABLES

At a minimum, the selected Firm shall provide the following deliverables:

- Project initiation report.
- Comprehensive merger implementation plan.
- Master project schedule.
- Stakeholder engagement plan.
- Communications strategy.
- Risk and issue register.
- Meeting agendas and facilitation materials.
- Meeting summaries and action-item reports.
- Organizational integration recommendations.
- Financial and budget transition recommendations.
- Policy and procedure integration framework.
- Technology and systems transition plan.
- Change-management plan.
- Implementation readiness assessment.
- Post-merger stabilization plan.
- Regular project status reports.
- Final merger implementation report.

SECTION 5 – PROPOSAL EVALUATION AND AWARD

5.1 PROPOSAL EVALUATION PROCESS

The County shall evaluate all Firm responses to confirm they meet the specifications and requirements of the RFQ. Proposals will be scored by the evaluation criteria as follows:

Evaluation Criteria	Points
Understanding of project and proposed approach	25%
Merger implementation methodology and work plan	25%
Experience and qualifications	20%
Stakeholder engagement and facilitation approach	10%
Cost/fee schedule	10%
Past performance and demonstrated success with similar solutions for other public entities	10%
TOTAL	100 Points

5.2 METHOD OF AWARD

Upon completion of the evaluation process, the County will make an award based on the proposal that best meets the criteria as set out in this RFP. Award of a Contract to one Firm does not mean that the other proposals lacked merit, but that, all factors considered, the selected proposal was deemed most advantageous and represented the best value to the County. In addition, the County may negotiate with any Firm in order to obtain a final contract that best meets the needs of County. However, negotiations will not alter the original intent of the scope of services.

Firm must be registered with the North Carolina Secretary of State, in good standing, and authorized to do business in the State of North Carolina.

If necessary, after the evaluation process, the County reserves the right to shortlist Firm(s) and request that the Firm(s) conduct a presentation and be interviewed by the selection committee.

Firms are cautioned that this is a request for proposals, not an offer or request to contract, and the County reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the County.

SECTION 6 – REQUIREMENTS

6.1 FIRM RESPONSIBILITY

Firm is responsible for verifying any and all information provided and familiarizing themselves with the work required prior to bidding. A plea of ignorance of the conditions that exist, or may hereafter exist, or difficulties that may be encountered in the execution of the work, as a result of failure to make necessary investigations and examinations, will not be accepted as an excuse for any failure, or omission on the part of the successful documents and to complete the work for the consideration set forth herein, or as a basis for any claim whatsoever.

6.2 COMPLIANCE WITH LAWS

All Firms are expected to comply with all federal, state and local laws and regulations relative to the preparation and submission of proposals for insurance. All proposals that are submitted will be presumed to be in compliance with all applicable laws.

6.3 CONTROLLING LAW

Any contract resulting from this RFP will be governed and construed in accordance with the laws of the State of North Carolina. Venue for any adversarial proceeding is Catawba County.

6.4 INDEMNIFICATION

Any work to be performed by Firm as a result of this RFP shall be performed entirely at Firm's own risk. Firm shall indemnify and save harmless the County, its commissioners, employees, agents and representatives from any and all liabilities and claims of every kind, including attorney's fees, to which County may be subjected on account of loss, destruction or damage to property or injury to or death of persons, including Firm and persons employed by Firm, arising out of or in connection with performance of the contract. The provisions of this paragraph shall not be applicable to loss or damage caused by the negligent act of omission of County or its employees.

6.5 TERMINATION

At a minimum, County may terminate the Agreement for the Firm's uncured material breach by providing written notice. The Firm shall have thirty (30) days from receipt to cure such breach to the reasonable satisfaction of the County.

6.6 NON-APPROPRIATION CLAUSE

Payment to Firm for services is expressly conditioned upon availability of funds, and upon the actual receipt of funds, from appropriated revenue sources. If funds are insufficient to meet expected performances hereunder due to non-appropriation or reduction of funds by the source, services to be provided hereunder may be adjusted by the parties, in writing, to conform with the funds which are actually available. If such adjustment is impractical or would defeat the intent or purpose of this Agreement, same may be terminated accordingly without penalty.

6.7 INSURANCE COVERAGE

If Firm is selected for contract award, a Certificate of Insurance must be provided showing coverages, with limits approved by County, for the following lines: commercial general liability, automobile liability, cyber liability, workers' compensation & employers' liability.

6.8 SUBCONTRACTORS

Firm shall not subcontract any of the work contemplated under this Agreement without prior written approval from the County. Any approved subcontract shall be subject to all conditions of this Agreement. Only the subcontractors specified in the contract documents are to be considered approved upon award of the contract. The County shall not be obligated to pay for any work performed by any unapproved subcontractor. The Firm shall be responsible for the performance of all of its subcontractors.

6.9 E-VERIFY

Firm shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Firm uses a subcontractor, Firm shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

SECTION 7 – ATTACHMENTS

ATTACHMENT A REFERENCE DISCLOSURE FORM

Firm shall provide information regarding experience in work similar to this scope of work by listing FIVE (5) RECENT CLIENTS, ONLY ONE OF WHICH MAY BE A CATAWBA COUNTY GOVERNMENT LISTING. References should be clients of a similar scale as the services requested in this RFP.

1. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
EMAIL ADDRESS: _____
PROJECT SCOPE: _____
SERVICE DATES:
BEGINNING _____ END _____

2. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
EMAIL ADDRESS: _____
PROJECT SCOPE: _____
SERVICE DATES:
BEGINNING _____ END _____

3. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
EMAIL ADDRESS: _____
PROJECT SCOPE: _____
SERVICE DATES:
BEGINNING _____ END _____

4. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
EMAIL ADDRESS: _____
PROJECT SCOPE: _____
SERVICE DATES:
BEGINNING _____ END _____

5. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
EMAIL ADDRESS: _____
PROJECT SCOPE: _____
SERVICE DATES:
BEGINNING _____ END _____

**ATTACHMENT B
INTENT TO PROPOSE
RFP NO: 27-1006**

This form should be e-mailed to TinaWright@catawbacountync.gov to ensure you receive all addenda issued for this RFP.

I, _____ a representative of _____

_____ confirm that we intend to submit

a bid for **RFP 27-1006 – School Merger Facilitation and Strategic Advisory Services.**

Company Name _____

Address _____

Contact Name _____

Phone (____) _____

E-mail _____

Date _____