



Request for Proposal - RFP

Background

The Lakeside Union School District has just celebrated 100 years as an educational institution and is looking to have a new Long Range Master Plan developed to reflect where we are today and where we are heading in the near future. Our last Long Range Master Plan was developed back in 2018.

Project Overview

The purpose of this Request for Proposal (RFP) is to invite businesses who specialize in Long Range Master Plans to submit proposals to our District.

We're currently seeking qualified vendors to support the development of a Long Range Master Plan to show the current and future needs of the District.

Services Requested

Tasks included but may not be limited to the following criteria:

- Executive Summary
- Introduction
- Lakeside Union School District History
- Mission, Vision and Values of the District
- Updating the District's long range facilities master plan
- Educational specifications
- Demographics and enrollment projections
- Classroom capacity analysis
- Funding alternatives
- Summary on past and future bonding capacities and opportunities

Selection Criteria

- Has experience in the development of K-8 Long Range Master Plans for school districts
- Has a clear process from development, revision, and final delivery
- Has demonstrated knowledge in the requirements to develop such a plan
- Can provide a highly responsive, collaborative, and transparent communication process
- Can provide at least one example of a recent Long Range Master Plan

Submission Process

Submissions may be sent via mail or electronically by the submission deadline.

- Project Name or Description: LUSD Long Range Master Plan 2025
- Company Name: Lakeside Union School District
- Address: 12335 Woodside Ave.
- City, State, Zip Code: Lakeside, CA 92040
- Procurement Contact Person: Kristine Rosado
- Telephone Number of PCP: 619-390-2800
- Email Address of PCP: krosado@lsusd.net

Timeline

Proposals must be submitted by Tuesday November 18, 2025 at 2:00 pm. The award will be granted no later than Friday November 21, 2025.

Submission Criteria

A submission must, at a minimum, include the following elements:

- Description of the firm that includes a general overview, names and credentials of Long Range Master Planning team, number of full-time employees
- A one-page narrative outlining the firm's strengths and distinguishing skills or capabilities as they might relate to development of K-8 Long Range Master Planning
- At least one example of a recent Long Range Master Plan
- Cost of such a study