

Request for Qualifications: System of Great Schools Executive Advisor Pool
Checklist

Sealed submissions must include three **(3) paper copies and one electronic copy** of the following items:

- RFQ Cover Page (Attachment A of RFQ)
- Résumé or professional vita including any personnel who will potentially provide Executive Advisor services or direct support to a matched district in the System of Great Schools network.
 - See section 1.12.01, 1.12.02, 1.13.04 of the RFQ for additional information.
- Attestment (limit of 500 words).
 - See section 1.13.05 of the RFQ for additional information.
- Minimum of three (3) professional references.
 - See section 1.12.03 of the RFQ for additional information.
- Certification of Notice Eligibility (Attachment B in RFQ)
 - See section 1.13.08 of the RFQ for additional information.
- System of Great Schools Network Executive Advisor Application (Attachment E of RFQ)

**For additional information on specific RFQ submission guidelines, see section 1.13.01 of the RFQ

All above required documents must be sealed and mailed to the following address:

Education Service Center Region 13

Attn: Leticia Serna

Regarding: Request for Qualifications of System of Great Schools Executive Advisor Pool

5701 Springdale Rd.

Austin, TX 78723

As stated in section 1.13.03, failure to return all information on the checklist may disqualify the submission of Qualifications.