



**GREATER
MYRTLE BEACH
COLLABORATIVE**



Request for Proposal

Artificial Intelligence Consultant

Proposals Due: August 28, 2026, by 5:00 p.m. Eastern Time

Submit completed proposals electronically via email to Matthew.Metzger@VisitMyrtleBeach.com with "Artificial Intelligence Consultant RFP" in the subject line.

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Background

The Greater Myrtle Beach Collaborative (“the Collaborative”) is a South Carolina nonprofit corporation committed to promoting, protecting and improving the business community. The Collaborative serves Myrtle Beach, North Myrtle Beach, Surfside Beach, Little River, Atlantic Beach, Garden City Beach, Loris, Conway, Aynor, Murrells Inlet, Litchfield Beach, Pawleys Island, Socastee and Carolina Forest.

The Collaborative advances business advocacy, membership services and community engagement through the Myrtle Beach Area Chamber of Commerce, while supporting economic vitality, workforce talent and business recruitment through Partnership Grand Strand across the Grand Strand.

The organization also serves as the area’s officially recognized destination marketing organization through the Myrtle Beach Area Convention & Visitors Bureau and Visit Myrtle Beach. Its mission is to promote the Myrtle Beach area as the premier U.S. beach destination for individuals, families, groups and business travelers.

The Collaborative is beginning the first phase of an organization-wide effort to improve employee efficiency and work quality through artificial intelligence. An employee baseline survey found that AI use is already widespread but uneven. Employees are using AI for writing, editing, brainstorming, research, summarization, data analysis, presentations and meeting support. They also identified potential opportunities involving email, recurring reports, sales follow-up, content development, document production and administrative work.

The organization intends to hire a full-time employee who will ultimately own the long-term AI strategy, governance framework, implementation roadmap, tool strategy, employee enablement and ongoing program management. The consultant’s role is intentionally interim: to help the organization understand its current position, increase employee readiness, implement selected short-term improvements and prepare an effective transition to the future full-time employee.

The consultant should avoid investing substantial time in comprehensive strategies, permanent governance structures or complex systems that the full-time employee is likely to reconsider or replace.

Structure

The Collaborative is recognized as a nonprofit organization within the meaning of Section 501(c)(6) of the Internal Revenue Code, as amended. The organization is more than 85 years old and includes a main office, airport welcome center and mobile visitor center. The Collaborative has 44 full-time employees and a leadership team of eight. The organization has more than 2,200 members, a 30-member board of directors and multiple committees and task forces led by volunteers. The organization manages a multimillion-dollar budget that includes private investment and public dollars focused on tourism promotion efforts. For scoping purposes, the organization operates as approximately 5 teams or logical work segments, ranging from roughly 3 to 10 employees each, across the 44 full-time staff described above.

Term of Contract

The approximate contract period will be October 1, 2026, through December 31, 2026, but may be extended contingent upon completion of key deliverables as outlined in the scope of work.

Fees and compensation should be quoted in U.S. dollars, and payment will be made in U.S. dollars. The contract will be administered under the laws of the State of South Carolina, United States.

RFP Administrator Contact Information

Please direct all correspondence and questions to:

Matthew Metzger, Chief Administrative Officer
Greater Myrtle Beach Collaborative
1200 North Oak Street
Myrtle Beach, SC 29577
Tel: (843) 916-7269
Matthew.Metzger@VisitMyrtleBeach.com

Timeline

Task	Completion Date
RFP published	August 7, 2026
Questions due	August 14, 2026
Proposals due	August 28, 2026, by 5:00 p.m. Eastern Time
Interview contractor candidates	Week of September 7, 2026
Contractor selection complete	September 18, 2026
Award contract / anticipated start	October 1, 2026

**Timeline subject to change.*

Response Guidelines

- Questions related to the RFP must be submitted to the Collaborative no later than August 14, 2026. Questions asked by individual service providers will be answered directly with the service provider and will not be posted or made available to other participating service providers.
- Written proposals must be submitted electronically to the Collaborative on or before August 28, 2026, by 5:00 p.m. Eastern Time for consideration. Late proposals cannot be accepted.
- If requested by the Collaborative, the service provider must be available to present virtually during the week of September 7, 2026, during normal business hours. Dates are subject to change.
- The Collaborative will not return any materials submitted as part of this process.
- All electronic proposals should include “Artificial Intelligence Consultant RFP” in the email subject line.

Artificial Intelligence Consultant Project Scope

Interim AI Readiness, Quick-Win Implementation and FTE Transition

1. Background

The Collaborative is beginning the first phase of an organization-wide effort to improve employee efficiency and work quality through artificial intelligence. An employee baseline survey found that AI use is already widespread but uneven. Employees are using AI for writing, editing, brainstorming, research, summarization, data analysis, presentations and meeting support. They also identified potential opportunities involving email, recurring reports, sales follow-up, content development, document production and administrative work.

The organization intends to hire a full-time employee who will ultimately own the long-term AI strategy, governance framework, implementation roadmap, tool strategy, employee enablement and ongoing program management. The consultant's role is intentionally interim: to help the organization understand its current position, increase employee readiness, implement selected short-term improvements and prepare an effective transition to the future full-time employee.

The consultant should avoid investing substantial time in comprehensive strategies, permanent governance structures or complex systems that the full-time employee is likely to reconsider or replace. The Collaborative is engaging an interim consultant rather than hiring the permanent role immediately because sourcing and onboarding a qualified AI leader is expected to take several months; using that time for structured discovery, employee readiness and quick wins ensures the eventual job description and first-year priorities reflect actual organizational needs rather than a generic AI-leadership posting.

2. Purpose of the Engagement

The consultant will prepare the organization and its employees for a successful long-term AI program without attempting to design that entire program in advance.

- Develop situational awareness of current employee needs and AI use
- Help employees become more informed, comfortable and prepared
- Identify one or two potential AI opportunities for each team or work segment
- Implement a limited number of low-effort, low-risk, high-value improvements
- Create temporary working rules sufficient for the interim period
- Capture lessons and unresolved questions for the full-time employee
- Define and help recruit the full-time employee
- Provide a clean, useful and nonprescriptive handoff

The consultant is not being engaged to determine the organization's permanent AI strategy.

3. Division of Responsibility

Consultant responsibilities

- Current-state discovery
- Employee engagement and readiness
- Short-term opportunity identification
- Quick-win implementation
- Practical interim guidance
- Initial employee training
- Documentation of lessons, needs and open questions
- FTE role definition and hiring support

- Transition preparation

Future full-time employee responsibilities

- Long-term AI strategy
- Permanent governance and policies
- Organization-wide implementation roadmap
- Long-term tool and vendor strategy
- Enterprise architecture and integrations
- Broader automation portfolio
- Ongoing training and change management
- Program metrics and benefit realization
- Department sequencing
- Continuous improvement
- Long-term budget and resource planning

Consultant deliverables should inform these future decisions without unnecessarily making them in advance.

4. Guiding Principles

Temporary where appropriate: Policies, tools and processes developed during the engagement may be provisional. They should be clearly labeled as interim and designed to be easily revised by the FTE.

Low effort and low dependency: Quick wins should favor existing tools, available licenses and simple configurations. The consultant should avoid solutions that require major integrations, extensive customization or long-term consultant support.

Employee-centered: The consultant will work directly with employees to understand their needs, current practices and comfort levels.

Workflow-first: Recommendations should begin with an employee or operational need, not with a particular AI product.

Reversible: Phase 1 decisions should preserve flexibility for the FTE. Avoid vendor lock-in, unnecessary annual commitments and difficult-to-reverse process changes.

Practical: The consultant should prioritize working examples, employee experience and usable materials over lengthy reports.

Right-sized documentation: Documentation should be sufficient for employees and the FTE to understand what was done, what was learned and what remains unresolved. It should not attempt to become a permanent enterprise framework.

5. Engagement Objectives

- Give leadership a clear picture of current AI use, employee readiness and immediate needs.
- Engage each team or logical work segment in practical discussions about its work.
- Identify one or two potential AI opportunities for each team or segment.
- Distinguish quick wins from opportunities requiring longer-term evaluation.
- Implement a limited number of low-risk, low-effort improvements.
- Help employees understand how AI can support their work.
- Increase employee comfort with responsible experimentation.
- Establish temporary rules for safe use until the FTE develops permanent standards.

- Capture important risks, lessons and future opportunities.
- Define and help recruit the full-time employee.
- Transfer all findings and active work to the organization and incoming FTE.

6. Scope of Services

Workstream 1: Situational Awareness

The consultant will develop a concise current-state understanding of AI use and readiness.

- Review the employee AI baseline survey.
- Meet with executive leadership.
- Meet with each department or logical work segment.
- Interview a representative group of employees.
- Include employees with different levels of experience and enthusiasm.
- Identify existing AI tools, accounts and embedded features.
- Identify known personal subscriptions and free-account use.
- Document successful examples already in use.
- Identify employee concerns, confusion and barriers.
- Identify immediate information-handling concerns.
- Understand where employees believe AI could improve their work.
- Identify significant differences in readiness across teams.

Deliverable 1: Interim AI Situational-Awareness Summary

- Current adoption patterns
- Employee readiness and capability observations
- Existing successful examples
- Common needs and barriers
- Immediate concerns
- Tool and access observations
- Department-level opportunity themes
- Questions requiring future FTE evaluation

Workstream 2: Team Opportunity Discovery

The consultant will engage each team or logical work segment to identify one or two meaningful opportunities to use AI.

- The team's recurring work
- Time-consuming or repetitive tasks
- Common quality or consistency challenges
- Existing SOPs and informal practices
- Systems and information involved
- Current employee experimentation
- Potential value of AI assistance
- Employee interest and readiness
- Risks or limitations

Deliverable 2: Team Opportunity Snapshot

- Employee need or problem
- Current process at a high level
- One or two potential AI opportunities
- Expected benefit
- Employee readiness
- Likely effort
- Key considerations
- Recommended classification as Phase 1 quick win, future FTE opportunity or not currently recommended

Workstream 3: Quick-Win Selection

In consultation with leadership and participating employees, the consultant will select a limited number of opportunities for implementation before year-end.

- Address a clearly understood employee need
- Use tools already available or easily obtained
- Require limited configuration
- Avoid complex systems integration
- Present low or manageable risk
- Produce an observable benefit
- Be teachable within a short period
- Be maintainable without ongoing consultant support
- Avoid constraining future FTE decisions

Deliverable 3: Quick-Win Implementation Plan

- Participating team and employees
- Current problem
- Target improvement
- Existing tools to be used
- Implementation steps
- Required employee participation
- Basic safeguards
- Expected timeline
- Simple success measures
- Post-engagement owner

Potential opportunity areas may include meeting notes and follow-up, sales lead follow-up, research and recurring briefings, email drafting, reports and presentations, content creation and repurposing, member and partner communications, SOP and proposal drafting, data entry and administrative processes, project planning and task coordination and media-asset organization.

The consultant should avoid prioritizing large custom applications, complex system integrations, autonomous external actions, high-risk decisions, long-term platform commitments or workflows that require extensive ongoing maintenance.

7. Quick-Win Workflow Implementation

For each selected quick win, the consultant will personally work with the employees who perform the work.

- Understand the existing process.

- Review any current SOP or template.
- Identify the specific step where AI may help.
- Create the prompt, template, skill, checklist or simple automation.
- Test it with realistic examples.
- Define required human review.
- Revise it based on employee feedback.
- Document the updated procedure.
- Support initial use.

Deliverable 4: Implemented Quick-Win Packages

- Working prompt, template or simple automation
- Short updated procedure
- Required review steps
- Information restrictions
- Employee quick-reference guide
- Known limitations
- Named interim owner
- Recommendations for future FTE review

8. Employee Readiness and Enablement

The consultant will help employees become more comfortable, informed and prepared to participate in future implementation.

- Introductory demonstrations using relevant work examples
- Small-group sessions with employees in similar roles
- Hands-on practice
- Prompt-writing guidance
- Output-evaluation and fact-checking practice
- Safe-information-use examples
- Coaching for participating quick-win teams
- Optional office hours
- Sharing successful internal examples

Deliverable 5: Interim Employee Enablement Materials

- Short AI starter guide
- Basic prompting guide
- Output-review checklist
- Safe-use examples
- Quick-win training materials
- Frequently asked questions
- List of future training needs identified by employees

9. Temporary AI Working Rules

The consultant will develop concise interim rules sufficient to guide employees until the FTE establishes permanent policies.

Deliverable 6: Interim AI Working Rules

- Employee-facing interim guidance
- Allowed and prohibited data table
- Temporary approved-tool list, including the rule on personal/free accounts
- Meeting-recording consent rules
- Basic concern and incident-reporting process
- List of policy questions for the FTE to resolve.

10. Tools and Licenses

The consultant may recommend limited tool or license decisions necessary to support quick wins or reduce immediate risk.

- Existing organizational platforms
- Short-term or flexible commitments
- Administrative visibility
- Appropriate privacy protections
- Ease of use
- Low implementation burden

Deliverable 7: Interim Tool Recommendations

- Tools needed for Phase 1
- Employees requiring access
- Immediate personal-account or free-account concerns
- Short-term license needs
- Decisions that should be deferred to the FTE

11. Lessons and Future Opportunity Backlog

Throughout the engagement, the consultant will capture information that will help the FTE begin effectively.

- Opportunities not selected for Phase 1
- Employee requests and expectations
- Potential cross-department applications
- Tool and integration questions
- Data and access limitations
- Training needs
- Maintenance concerns
- Risks discovered
- Areas requiring deeper analysis
- Decisions intentionally deferred

Deliverable 8: FTE Opportunity and Decision Backlog

- Business need
- Potential value
- Known considerations
- Recommended next discovery step
- Relevant stakeholders

- Reason the item was deferred

12. Progress Benchmark Survey

The consultant will own the design, deployment and reporting of a second employee survey to measure change against The Collaborative AI Baseline Survey.

- Design a follow-up survey aligned to the baseline instrument for direct comparison.
- Deploy the survey to all employees before the engagement concludes.
- Report results against the baseline, including the shift between employees comfortable using AI tools themselves and employees confident enough to teach or explain a tool to a colleague.
- Identify significant differences in progress across teams or segments.
- Flag measures the FTE should continue tracking.

Deliverable 9: Progress Benchmark Survey Report

- Survey instrument and comparison to baseline
- Adoption, sentiment and confidence results
- Comfortable-user vs. confident-teacher gap by team or segment
- Notable shifts and outliers
- Recommended measures for the FTE to continue tracking

13. Full-Time Position Definition and Hiring Support

The consultant will help the organization define and recruit the FTE who will own the long-term program. The role should be informed by actual organizational needs observed during the engagement.

- Recommend an appropriate title.
- Recommend reporting relationship and organizational placement.
- Define core responsibilities and decision authority.
- Identify required competencies and experience.
- Draft the job description.
- Recommend first-year priorities.
- Develop interview questions.
- Create a candidate evaluation rubric.
- Recommend a practical candidate exercise.
- Participate in candidate evaluation or interviews if requested.
- Develop an initial onboarding plan.

Deliverable 10: FTE Position and Hiring Package

- Recommended title and reporting structure
- Job description
- Candidate profile
- Interview guide
- Evaluation rubric
- Practical assessment
- Draft first 90-day priorities
- Initial onboarding plan

14. FTE Transition

If the FTE begins before the engagement concludes, the consultant will provide direct transition support.

- Review of current organizational awareness
- Introduction to key stakeholders
- Review of employee needs and team opportunities
- Review of quick wins and lessons
- Transfer of prompts, templates and documentation
- Review of interim rules
- Review of intentionally deferred decisions
- Review of the future opportunity backlog
- Discussion of potential first priorities

Deliverable 11: FTE Transition Package

- Situational-awareness summary
- Team opportunity snapshots
- Quick-win packages
- Employee enablement materials
- Interim working rules
- Interim tool recommendations
- Opportunity and decision backlog
- Stakeholder list
- Active issues
- Recommended questions for the FTE's first 90 days

Quick-win implementation should improve the smallest meaningful portion of the workflow rather than redesigning the entire business process when that is unnecessary. Phase 1 implementations should remain understandable and maintainable by the participating employees.

The consultant should avoid developing an extensive permanent training curriculum, complex governance framework, standing committee structure or detailed policy library unless separately requested. These longer-term decisions will belong to the FTE.

15. Allocation of Consultant Effort

- 15–20%: Employee and team discovery
- 30–35%: Quick-win design, implementation and testing
- 30–35%: Employee training and readiness
- 10–15%: FTE role definition, hiring support and transition
- 5–10%: Interim rules and documentation

These percentages are directional. They communicate that most consultant time should be spent with employees and on practical short-term improvements rather than on permanent strategy or governance.

16. Proposed Timeline

Phase 1: Situational Awareness (Day 0–30)

Activities:

- Review survey results.

- Meet with leadership.
- Conduct team and employee discussions.
- Identify current use, readiness and concerns.
- Identify one or two opportunities for each team or work segment.
- Draft temporary working rules.

Expected outputs:

- Situational-awareness summary
- Initial team opportunity snapshots
- Draft interim working rules

Phase 2: Quick-Win Selection and Design (Day 15–60)

Activities:

- Complete team opportunity snapshots.
- Classify opportunities.
- Select a limited quick-win portfolio.
- Understand relevant existing procedures.
- Design simple improvements.
- Begin defining the FTE position.

Expected outputs:

- Completed team opportunity snapshots
- Quick-win implementation plans
- Draft FTE job description

Phase 3: Implementation and Employee Enablement (Day 30–90)

Activities:

- Develop prompts, templates and simple automations.
- Test with employees.
- Revise based on feedback.
- Train participating employees.
- Provide broader readiness sessions where useful.
- Capture deferred opportunities and lessons.
- Support FTE recruitment.

Expected outputs:

- Implemented quick-win packages
- Trained employees
- Interim enablement materials
- FTE hiring package
- Initial opportunity backlog

Phase 4: Stabilization and Transition (Day 60–90)

Activities:

- Support continued use of quick wins.
- Address practical implementation issues.
- Summarize initial results.

- Finalize temporary working rules.
- Complete the FTE opportunity and decision backlog.
- Conduct the transition to the FTE or project sponsor.

Expected outputs:

- Final quick-win packages
- Initial results summaries
- Final interim working rules
- FTE transition package
- Final opportunity and decision backlog

17. Success Measures

- Leadership has a clear, concise view of current AI use and readiness.
- Every team or logical work segment has been engaged.
- One or two meaningful opportunities have been identified for each team or segment.
- Opportunities have been separated into quick wins and longer-term FTE considerations.
- A limited number of low-effort improvements are functioning.
- Participating employees can use the improvements without routine consultant support.
- Employees have received relevant, practical AI exposure and training.
- Interim rules are in place.
- Important future decisions remain open for the FTE where appropriate.
- The FTE position has been clearly defined.
- The consultant has meaningfully supported recruitment.
- The FTE receives an organized and useful transition package.
- The Progress Benchmark Survey (Deliverable 9) has been deployed and reported, including the shift between employees comfortable using AI tools and those confident enough to teach them to a colleague. The consultant should not be evaluated on producing a permanent AI strategy or completing an organization-wide transformation.

18. Out of Scope Unless Separately Authorized

- Permanent organization-wide AI strategy
- Comprehensive multi-year implementation roadmap
- Permanent governance framework
- Large governance committees
- Exhaustive policy libraries
- Enterprise architecture design
- Major custom software development
- Complex system integrations
- Autonomous high-risk workflows
- Organization-wide deployment of every identified opportunity
- Long-term vendor and platform strategy
- Long-term training curriculum
- Irreversible tool commitments

These areas should generally be preserved for the FTE.

19. Consultant Responsibilities

- Work directly with employees.
- Prioritize practical and reversible improvements.
- Avoid unnecessary complexity.
- Identify decisions that should be deferred.
- Clearly label interim materials.
- Distinguish observations from recommendations.
- Distinguish measured results from estimates.
- Disclose vendor relationships.
- Protect organizational and employee information.
- Produce editable work products.
- Document work sufficiently for transition.
- Avoid creating continuing dependence on the consultant.

20. Organization Responsibilities

- Designate an individual or team-based project lead.
- Provide reasonable access to employees and relevant materials.
- Make employees available for discovery, testing and training.
- Make timely decisions about quick wins and interim tools.
- Provide technical support where necessary.
- Support employee participation.
- Lead the FTE recruitment process.
- Retain responsibility for legal, employment, security and procurement decisions.

21. Data Protection

- Use organization-approved tools.
- Use anonymized or synthetic information where practical.
- Avoid using organizational information to train public models.
- Document information restrictions in quick-win procedures.
- Report suspected data loss or unauthorized access promptly.
- Disclose all AI tools used during the engagement.

22. Ownership of Work Product

All organization-specific prompts, templates, procedures, automations, training materials, assessments and transition materials created under this engagement will become the property of the organization upon payment.

The organization must receive editable versions and enough information to maintain or replace the work without dependence on the consultant.

23. Preferred Consultant Qualifications

- Practical experience implementing AI-assisted workflows
- Strong employee-interview and process-discovery skills
- Ability to identify low-effort, high-value opportunities
- Experience developing prompts, templates and simple automations
- Employee training and change-enablement experience

- Understanding of responsible AI use
- Ability to work with employees at different skill levels
- Strong transition and documentation practices
- Comfort identifying what should be deferred rather than overbuilt

24. Required Final Outcome

At the conclusion of the engagement, the organization should be better informed, more comfortable and more prepared, but not locked into a consultant-designed long-term program.

- Clear situational awareness
- Direct input from every team or work segment
- One or two identified opportunities for each team
- A limited number of functioning quick wins
- Employees who are more comfortable using AI appropriately
- Temporary and workable rules
- A documented backlog of future opportunities and decisions
- A clearly defined FTE position
- An organized transition package
- Flexibility for the FTE to establish the permanent strategy

The desired outcome is a prepared organization, a set of credible early wins and a strong starting point for the full-time employee, not a finished long-term AI program.

RFP Proposal Overview

Compensation, Fees and Related Information

Please provide a detailed fee schedule delineating fees associated with all services set forth. Fees should be provided in U.S. dollars.

Please provide at least three business references from organizations with characteristics similar to the Collaborative that utilize services similar to those addressed by this RFP.

Proposer Guarantees and Warranties

The proposer certifies and/or acknowledges the following:

- The proposing individual or organization can and will provide and make available, at a minimum, all services set forth in this proposal.
- The proposing individual or organization may submit a joint bid or engage another firm or individual to help fulfill this engagement, provided the proposal clearly identifies each party involved and specifies which deliverables or responsibilities each party will own. Any change to this division of responsibility during the engagement requires the Collaborative's approval.
- The proposing individual or organization warrants that all information provided in connection with this proposal is true and accurate.

Geography

There are no geographic restrictions on the location of service providers allowed to submit RFPs. However, all service providers must demonstrate their ability, recommended plan and commitment to provide the requested services to the Collaborative regardless of location.

Minimum Proposal Requirements

- Service provider information, including name, address and other information needed for consideration.
- Summary of individual or company background and history.
- References from three business references.
- Key resources applicable to the scope of services described in this RFP.
- For joint bids or proposals involving another firm or individual, a clear breakdown of which party is responsible for each deliverable.

Decision-Making Criteria

A preliminary evaluation will identify the service providers deemed fully qualified and best suited among those submitting proposals based on the evaluation factors below, which are not listed in priority order.

Decision-Making Criteria	Evaluation Considerations
Operational Requirements	Understanding the Collaborative's needs and operational requirements; scope of services offered.
Experience	Experience, resources and qualifications of the service provider organization and proposed individuals.
Proposal Quality and Compliance	Responsiveness to the requirements of this RFP and the clarity, completeness and quality of the proposal.
Fees	Proposed fees, compensation structure, preferred payment method and other quantitative measures. Fees are an important factor, but the Collaborative is not required to select the lowest-cost proposer.

From this preliminary evaluation, the Collaborative may establish a shortlist of prospective proposers that may be invited to make a virtual oral presentation.

Method of Selection

Following receipt of written proposals, Collaborative staff may select service providers that qualify as finalists. Finalists may be asked to present their proposal virtually and/or, at the sole discretion of the Collaborative, may be asked to travel to Myrtle Beach, South Carolina, at their own expense to make an in-person presentation. Specific information about the presentation will be shared with finalists at the time of notification. Final selection of the winning service provider shall be based on a combination of written proposals and presentations.

Award of Contract

Selection shall be made to the service provider best suited among those submitting proposals based on the evaluation factors included in this RFP, including price and the service provider's ability to successfully perform all contract specifications in the scope of work. Price structure shall be considered but will not be the sole determining factor. The Collaborative shall select the service provider that, in its opinion, has made the best proposal and is most advantageous to the Collaborative, and award the contract to that service provider.

The Collaborative will not furnish a statement of the reasons why a particular proposal was not deemed the most advantageous. At any time during the RFP process, including during any negotiations or discussions with a service provider, the Collaborative may terminate such negotiations or discussions and resume the RFP process or issue a new RFP.

Rejection of Proposals

The Collaborative reserves the right to reject any or all proposals received and the right to choose different service providers to execute certain parts of the RFP. Non-acceptance of a proposal means that one or more other service providers were deemed more advantageous to the Collaborative or that all proposals were rejected.

Accessibility of Proposals

To be considered for selection, please ensure that the digital version of the submitted proposal is accessible by standard screen-reading technology on both PC and Apple Mac devices. PDF format is preferred.

Ownership of RFP Materials

All proposals become the property of the Collaborative upon receipt. Selection or rejection of the proposal will not affect this right. The Collaborative shall have the right to use all ideas or adaptations of ideas contained in any proposal received in response to the RFP. Disqualification of a proposal does not eliminate this right.