REQUEST FOR PROPOSALS (RFP) SOLICITATION

ENTERPRISE STUDENT SUCCESS ECOSYSTEM & AUTOMATED ADVISING PLATFORM

Solicitation No: RFP-2026-SSE-01 | **Grant Program:** Title III Strengthening Institutions Program (SIP)
Governing Compliance: Uniform Guidance (2 CFR Part 200) & EDGAR (34 CFR Part 75)

Issuing Institution:	Azusa Pacific University Global
Procurement Method:	Request for Proposals (RFP) (2 CFR § 200.320(b)(2)) — Fixed-Price
Federal Funding Disclosure:	Financed in part via U.S. Department of Education & Department of Labor Title III SIP Grant. Federal terms apply to transaction.
Submission Deadline:	January 1, 2027, 5pm PST
RFP Solicitation Contact	Submit all questions about this RFP and the final RFP by email to Belen McDaniel, bmcdaniel@apuglobal.edu

1. STATEMENT OF WORK & OBJECTIVE

Azusa Pacific University Global ("Institution") is soliciting competitive proposals under 2 CFR 200.320(b)(2) from experienced and qualified enterprise software vendors to provide a modern, cloud-based Student Success Ecosystem, an automated predictive analytics platform that drives retention forward. The goal of this grant activity is to transition the university from disparate, manual Google Sheets into an automated, real-time student success data analytics ecosystem platform that unifies degree progression, student communications, and resource forecasting.

2. MANDATORY FUNCTIONAL & TECHNICAL REQUIREMENTS

Offerors must demonstrate verified capabilities across the following core requirements:

- **Full Degree Mapping:** Students and advisors must be capable of mapping out the entire academic journey from matriculation to graduation in a single, comprehensive view that dynamically reflects curriculum updates.
- **Sub-Term / Session Support:** The platform must natively support flexible sub-terms (accelerated 7- or 8-week sessions, quadmesters, and mini-terms) within major academic cycles rather than relying solely on standard 15-week semesters. Solutions lacking native sub-term architecture will be disqualified.
- **Elective Credit Delta Calculator:** The engine must automatically calculate the exact delta between earned credits, required major/general education credits, and the 120-credit baccalaureate graduation threshold in real time.
- **Dynamic Credit Visibility:** Must visibly display and calculate credit values for planned and registered courses prior to credits being earned.
- **Automated Advising Worksheet:** Must replace manual Google Sheets with a unified, real-time automated advising worksheet tracking notes, holds, milestones, and student alerts without latency.
- **Predictive Forecasting:** Predictive forecasting capabilities, empowering the Registrar, Student Success, and

Assistant Deans to schedule courses with optimal enrollment for peer engagement.

- **Jenzabar SIS Bi-Directional Integration:** Robust bi-directional data flow with the university's Jenzabar Student Information System ensuring course catalogs, student records, GPA, earned credits, and registrations synchronize without disrupting registrar business systems.
- **Integration:** Capable of integrating with APU Global's digital campus.

3. REQUEST FOR PROPOSAL INSTRUCTIONS (FIXED-PRICE)

Contractors must submit a separate Request for Proposal including a Fixed-Price. Costs must be fully burdened and all-inclusive of software licenses, standard hosting, maintenance, and technical support. To accommodate institutional cost-allocation requirements under 2 CFR § 200.405, pricing must be itemized and list annual costs ranging from a 1 and/or up to a 5 year contractual period.

Ensure the RFP covers the following:

- Must be FERPA Compliant
- Includes all functional requirements that are listed in Section 2
- Addresses Data and Reporting
- Addresses Security
- Covers Administrative enablement

Clarification of RFP Solicitation:

- Any questions requesting clarification of information constrained in this Request for Proposal **must** be submitted in writing via email to the RFP Solicitation contact by **Friday, December 18, 2026.**

- Vendors may contact the RFP Solicitation contact via email with non-substantive questions at any time prior to the submission deadline.

Legal Signatory
An official authorized to bind the vendor(s) to a resultant contract **must** be the one to sign the final contract.

Pricing
The Institution will make a Best Value award to the responsible offeror whose proposal is most advantageous considering price and evaluation factors combined; the lowest-priced proposal will not automatically be selected.

Successful Vendor Selection
The ranking of vendors **shall** be determined by the score each receives during evaluation. APU Global will enter negotiations with those responsible offers determined, based on the ranking of the proposals, to be reasonably susceptible of being selected for award.

APU Global will communicate the selected vendor either on its website or directly to responsible offerers, though caution is given that these are preliminary results during the negotiation period.

Publicity
Vendor **shall not** issue a news release pertaining to this RFP or any portion of the project without APU Global's prior written approval.

Additional Instruction
APU Global **shall not** pay costs incurred in the preparation of a RFP.

4. EVALUATION CRITERIA (100-POINT SCALE)

The following evaluation and selection criteria will be used to decide on the selected vendor. All proposals must be submitted by or before the submission deadline to the RFP point of contact to be considered and scored. Proposals received after the designated deadline shall be considered late and will not be reviewed.

Evaluation Factor	Weight
Ecosystem Architecture & Solution Consolidation: Built-in system capabilities to merge disparate legacy tools into an integrated student success environment and optimize operational advising processes.	25 Points
Functional Capabilities: Degree mapping, 120-credit delta calculator, automated advising worksheet, and non-negotiable sub-term support.	25 Points
Technical & SIS Architecture: Bi-directional Jenzabar integration, Pathify SSO embedding, data security (SOC 2/HECVAT).	20 Points
Resource Forecasting & Reporting: Course seat demand aggregation and administrative forecasting.	10 Points
Cost Proposal / Price Reasonableness: Evaluated relative to independent cost estimate and RFPs.	15 Points
Live Scripted Demonstration & References: 60-minute technical demonstration and verified higher ed references.	5 Points

Total points: 100

5. FEDERAL GRANT TERMS & INVOICING GOVERNANCE

Prohibited contract type: Cost-Plus-a-Percentage-of-Cost (CPPC) is strictly prohibited (2 CFR § 200.324(c))

Contract Provisions: The awarded partner's contract must contain any and all applicable contract provisions as listed in Appendix II to Part 200 including but not limited to the SAM.gov Debarment certification, Byrd Anti-Lobbying certification, Termination for Cause and Convenience, and Covered Telecom Ban under 2 CFR § 200.216. Invoicing will be released exclusively upon written institutional acceptance of each milestone deliverable; cost-plus markups are strictly prohibited. To see an example of the Uniform Guidance Federal Funding Contract Addendum.