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Santa Ana College • Santiago Canyon College

July 13, 2026

RE: Request for Proposal #2627-405
FUSION Consulting Services

To Whom it May Concern:

The Rancho Santiago Community College District (“District”) is seeking a proposal from your firm (“Consultant”) for **Facility Utilization Space Inventory Option Net (FUSION) Consulting Services**.

Background

FUSION is a web-based suite of tools to support the integrated management and reporting on community college facilities throughout the state. The FUSION system is used by all 72 California community college districts. The District is looking for a consultant with expertise in FUSION to provide specialized professional consulting services with regards to all aspects of the FUSION system. The District is interested in competitive pricing for a maximum five-year agreement. The District will have the option to renew the contract on an annual basis.

Scope of Work and Deliverables:

- a. The Consultant may be asked to assist the District in the creation of the annual Space Inventory as requested by the District.
- b. Consultant may be asked to assist the District in the creation of the Five-Year Scheduled Maintenance Plan, Scheduled Maintenance Project Funding Proposals (PFP’s) and Hazardous Substance PFP’s as requested.
- c. Consultant will conduct training for District personnel and attend District planning meetings as requested by the District.
- d. Consultant will prepare the District's annual Five-Year Capital Outlay Plan and make recommendations for IPPs and FPPs. Consultant will create or update up to four IPP’s as requested by the District.
- e. Consultant will assist with the creation and updating of any FPPs.
- f. Consultant may be asked to assist with the creation, updating and analysis of any condition assessments.
- g. Consultant will advise District of State Chancellor’s office construction compliance requirements.

BOARD OF TRUSTEES:

Tina Arias Miller, Ed.D. • David Crockett • John R. Hanna • Zeke Hernandez • Cecilia P. Iglesias • Daisy X. Tong • Phillip E. Yarbrough

CHANCELLOR:

Marvin Martinez

RFP Schedule

Event / Occurrence	Deadline
District Issues RFP	July 13, 2026
Deadline for Consultants to submit questions regarding this RFP	July 21, 2026 by 2:00pm
Deadline for Consultants to submit Proposal	August 3, 2026 by 2:00 pm
District to interview Consultant(s) (Optional)	August 10 - 14, 2026
District Board of Trustees approves successful Consultant	September 28, 2026

Questions

All questions must be submitted in writing to FacilitiesRFP@rscdd.edu. The question deadline is indicated in the RFP Schedule above. After this deadline, the District will not answer, address, and/or review any questions interested Consultants might submit. Responses to all questions received prior to the deadline will be provided to all Consultants via addendum.

Proposal Submission

Please submit an electronic copy of your proposal (in 1 combined PDF file) via email to FacilitiesRFP@rscdd.edu, in accordance with the RFP schedule above. Your proposal shall include:

- Resume including experience;
- List of existing clients;
- Proposed annual fixed fee and hourly rates.

Sincerely,

Facilities Planning, Construction & District Support Services

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