

**DE&I RFP Consultant Interview Questions**  
**May 31, 2022**

**Competence & Comparable Experience**

- 1) Please describe your specific experience working with municipalities on DE&I. Has this work included public safety/law enforcement organizations and collective bargaining groups? What was your experience and the result?
- 2) Describe a project your firm has completed that most closely matches the scope of the work being proposed for the City of Chula Vista.
- 3) Keeping a plan alive and embedded in the organization post-adoption is a critical component of this effort being successful. What implementation measures have you deployed with past clients to ensure this is not a plan that dies on the shelf? How do you set your clients up for success once your contract is complete?

**Organizational Awareness**

- 4) Based on the independent research you did in preparation for this proposal, what are the top biases you identified that are specific to City of Chula Vista? How do you plan to assist the City with addressing them?
- 5) Ensuring the approach, plan and implementation is tailored specifically to our Chula Vista community is a top priority. Please explain how you will customize deliverables for the City of Chula Vista to eliminate redundancy from other plans you have worked on.
- 6) As the second largest city in San Diego County, Chula Vista employs a large workforce of over 1,200 employees. We believe the success of this plan is contingent upon participation and engagement of all employees. What strategies do you utilize for clients with a large number of employees to keep the process inclusive? Please share the number of employees your largest client had.
- 7) What is your approach in evaluating city policies and systems? Specifically, please address how you will work to identify areas where marginalized populations face service inequities not addressed, or perhaps exacerbated, by current policies and procedures. How will you remain on budget with this significant research task?

**Community Outreach Approach & Acumen**

- 8) Describe in detail your proposed methodology for capturing data from a) internal stakeholders/employees and b) external stakeholders/community members.
- 9) Inclusive community engagement is a critical portion of this effort. What is your approach to achieving inclusive and representative engagement? How do you reach and engage with those who are underrepresented?
- 10) Provide example(s) in your experience when DE&I action plans have failed. In hindsight, what would you have done differently and what should the organization have done differently?

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**Closing**

11) Is there anything you would like to share in closing that we have not covered already?

12) Do you have any questions for the City? (If there is any time remaining)