

South Bay Cities Council of Governments

Strategic Plan Development RFP No. 2013-SP-1 Questions and Answers

September 9, 2013

1. ***Will we be disqualified if we do not meet any or all of the three requested qualifications stated in the Proposal Requirements?***

The SBCCOG reserves the right to accept or reject any or all proposals, including waiving irregularities, in any manner necessary to serve the best interests of the SBCCOG.

2. ***If we have experience facilitating public meetings and setting goals with firms and authorities such as Metro, would that qualify?***

The SBCCOG prefers that the consultant firm or individual have experience in strategic plan development and goal setting facilitation, specifically with elected officials, councils of governments, and/or local governments. Since the Los Angeles County Metropolitan Transportation Authority (Metro) has a Board of Directors composed of elected officials, similar to the SBCCOG, experience working with such authorities is sufficient for qualification.

3. ***Has the South Bay Council of Governments conducted strategic plan development and goal setting facilitation in the past?***

While the SBCCOG Board of Directors does review its goals and mission statement annually, it has not formally conducted a strategic plan development through a facilitator.

4. ***What are your final expectations upon completion of the Strategic Plan? How comprehensive would you like the plan to be?***

The SBCCOG expects to incorporate the strategic plan findings into its work program upon the plan's completion. Therefore, concrete implementation steps are desirable. The strategic plan should meet the requirements specified in the request for proposal.

5. ***In your final strategic document, are you requesting defined goals and objectives, as well as an implementation plan?***

The SBCCOG is not requesting that the existing goals and objectives be reviewed further. They are the starting point for the work as outlined in

Task 3 in the Scope of Work and the development of the priority setting process in the strategic plan.

- 6. *Based on the limited budget for this project, is it to be expected that there will be only one facilitator for the entire duration of the project?***

The consultant firm or individual has full discretion to employ one or multiple facilitator(s) inasmuch as the requirements and scope of work is carried out sufficiently and in accordance with budgetary and programmatic constraints.