

**RFP 01-1920
Strategic Planning & Consulting Services**

Amendment #1

August 8, 2019

This document addresses items brought up for discussion and written questions submitted in regards to the RFP 01-1920 for the Strategic Planning & Consulting Services for Mohave Community College.

- Q: What is the approximate number of stakeholders that will be participating in this effort?**
- A: The tentative plan is to conduct exercises involving internal and external constituents at the four MCC campus locations. The potential total number of individuals with an opportunity for input would number in the hundreds. A steering committee of fewer than nineteen individuals is planned as a coordinating entity, led by two co-chairs.**
- Q: Will there be a primary location to work on-site and/or hold meetings, workshops, etc.?**
- A: The district offices in Kingman would be the central location for planning work; however, workshops would be held at each campus: Bullhead City, Lake Havasu City, Colorado City, and Kingman.**
- Q: Will the selected firm have the ability to work remotely and be on-site for meetings, workshops, and key events or will they be expected to work on-site during the duration of the engagement?**
- A: A blended approach could work, using video tech and phones in addition to limited face-to-face engagement. Not all interaction would necessitate an on-site consultant presence.**
- Q: Is a current strategic plan in place, and if so when was the current plan and/or mission, vision statements and priorities established?**
- A: The 2016-20 strategic plan (<https://www.mohave.edu/about/strategic-plan/>) is considered wrapped up, with follow-up activities linked to the plan being established through the new President's cabinet to direct strategic activity while the new plan is**

being formulated. The mission statement has remained unchanged for at least a decade, but the vision statement was a product of the 2016-20 strategic planning process.

Q: When does the Spring 2020 Board approval process begin and can you provide an overview of the process?

A: The provisional plan would be to share an unfinished draft to the board in February/March and a final draft later in Spring 2020.

Q: Do you currently have any KPIs defined or a system for metrics?

A: The College as a whole does not currently operate from a standardized set of KPIs to drive unit and individual performance. Certainly, though, data is collected and reported routinely (academic program review, student success measures, enrollment, etc.), with some departments more metric driven than others. Establishing KPIs is a goal of the upcoming strategic planning process.

Q: What is the time horizon that the strategic plan will cover? e.g. 3 years, 5 years, 10 years

A: The consultants' recommendations may inform this decision. Tentatively, five years is a likely target.

Q: We were getting an access denied warning when trying to access the documents. Can you confirm there is only the 6 page PDF related to this RFP and not any other forms?

A: The APP website error has been corrected and the documents are also posted on the College website at www.mohave.edu/procurement.

YES, the 6 page PDF is the complete document for this solicitation. There are no required forms/formats, only that the Proposal should be organized as outlined on page three under the Proposal Preparation and Submittal section.