

Strategic Planning RFP Questions

The RFP indicates the strategic planning process will take place during November 2025, with a project start date no later than October 24th. How long do you anticipate the project will run? Will it be completed by the end of November? *The process will run through December, with the Strategic Plan being presented to the MHR SB Board of Trustees in January.*

Our strategic planning engagements typically involve an environmental scan, stakeholder engagement, facilitation of a strategic planning retreat, and writing of the plan. Does this mirror your desired scope of work or are you looking for something that is more limited in nature? Please describe the consultant's scope of work. *The Strategic Planning process envisioned by MHR SB is expected to include an environmental scan, stakeholder engagements, facilitation of a strategic planning retreat, and writing of the plan.*

Please describe your desired approach regarding the level of in-person engagement vs. remote engagement. *Expectation is for the bidder to provide a recommended methodology for the project.*

Please share the anticipated budget range for this project. *Expectation is for the bidder to provide a cost associated with the proposal.*

Is travel an eligible expense for this engagement? *Yes.*

Does MHR SB require any information about the key personnel? Can resumes be included in an appendix? *Resumes may be included as long as the overall length of the proposal does not exceed the prescribed length.*

What is the budget for the project? ? *Expectation is for the bidder to provide a cost associated with the proposal.*

Has funding already been secured? *No.*

On page 4 of the RFP in Submission of Proposals, “Responses should be in the consecutive section order as specified below (e.g. B, C1, C2, etc.), and should be 15 pages or fewer, not including the cover page and relevant attachments.” However, on page 7 in Appendix A: Strategic Planning Services RFP Submission Checklist, the Written Proposal requirement states a limitation of 10 pages. Should responses be 15 pages or fewer, or 10 pages or fewer? *15 pages or fewer.*

Are Appendices A and B on pages 7-8 of the RFP both a part of the required cover sheet? *Yes.*

Is the inclusion of subconsultants or joint partnerships permitted for this proposal? *Yes.*

Is there an incumbent for this project? *The Director of Technology, Strategic Planning and Quality oversees the process with the MHR SB Trustees are ultimately responsible for approving the Plan.*

Approximately how many additional external stakeholders would MHR SB like to participate in the process? *Expectation is for the bidder to provide a recommended methodology for the project.*

Is the MHR SB open to a facilitated event where the external stakeholders come together in one large full-day session to generate ideas and input rather than 1:1 engagement with external stakeholder groups? *Expectation is for the bidder to provide a recommended methodology for the project.*

Is the MHR SB anticipating that the Five Priority Areas will remain the same, or are updates to the areas anticipated? Will leadership conclude the effectiveness assessment (update the Five Priority Areas) prior to the strategic planning session, or will the full group of leadership, staff, and stakeholders be involved in assessing the effectiveness of the Five Priority Areas? In other words, will the facilitated event be based around the updated and current Five Priority Areas so that the stakeholders can build out actionable tasks to advance the areas? *Expectation is for the bidder to provide a recommended methodology for successful completion of this process.*

Will travel costs be reimbursed – *Expectation is for the bidder to provide a cost associated with the proposal.*

Will the scope of work include graphics and formatting services to deliver a publish-ready strategic plan, or does MHR SB have those resources in-house that will be used to finalize and publish the strategic plan? - *The scope of work is to include graphics and formatting services to deliver a publish-ready strategic plan.*

Are you envisioning a short 5-6 week process, or is that merely the estimated start timeframe? If the latter, when are you hoping for the process to conclude?? *The process will run through December, with the Strategic Plan being presented to the MHR SB Board of Trustees in January.*

Do you have an estimated budget for this project? *Expectation is for the bidder to provide a cost associated with the proposal.*

Has MHR SB established a budget range or ceiling for this engagement? *Expectation is for the bidder to provide a cost associated with the proposal.*

The RFP requests a “breakdown of fees.” Are there specific guidelines or requirements for how you would like that presented? *Expectation is for the bidder to provide a cost associated with the proposal.*

For individuals with lived experience and family members, does MHR SB anticipate providing stipends or support (e.g., transportation, childcare, translation) to encourage participation? *Expectation is for the bidder to provide a cost associated with the proposal.*

Has MHR SB identified a core internal team or steering committee who will work directly with the selected vendor to coordinate the process and provide feedback throughout?
Yes.

Does MHR SB have a preference for stakeholder engagement activities (focus groups, community conversations) to be conducted in-person, virtual, or hybrid? *Expectation is for the bidder to provide a recommended methodology for the project.*

Are there accessibility requirements (e.g., language translation) that the vendor should plan to incorporate? *Expectation is for the bidder to provide a recommended methodology for the project.*

Is the November meeting intended to serve as the kickoff or as the primary Strategic Planning session? *The process will run through December, with the Strategic Plan being presented to the MHR SB Board of Trustees in January.*

Will the Board be available for additional sessions later in the process? *Yes.*

Should the final deliverable be a narrative strategic plan document, or do you also expect additional tools such as an implementation framework, performance dashboard, or public-facing presentation materials? *Yes.*

Are you suggesting that we include a program evaluation for your current programs as part of the strategic planning process? - *No.*

Is it really a one-month strategic planning process? *The process will run through December, with the Strategic Plan being presented to the MHR SB Board of Trustees in January.*

What is your expectation around the stakeholder engagement piece: *Expectation is for the bidder to provide a recommended methodology for the project.*

Do you have a specific set of engagement approaches you are hoping we'll use (e.g., a retreat with staff and Trustees, and focus groups or workshops with other stakeholders, or something else) *No, the expectation is for the bidder to provide a recommended methodology for the project.*

What is the budget for the project? *Expectation is for the bidder to provide a cost associated with the proposal.*

Is the correct page limit 10 pages or 15 pages for the main content? *15 pages or fewer.*

What is the proposed budget limit or range for this work? *Expectation is for the bidder to provide a cost associated with the proposal.*

Does the proposal have a 10- or 15-page limit? *15 pages or fewer.*

Can you share more about what about data is collected that would apply to Priority Area 4 of the current strategic plan? *MHR SB's Annual Report contains this information.*
https://drive.google.com/drive/folders/1u_A4hMvNQEdVV9LSH6rA51gLhMnN2vX

Can you clarify what the County is looking for in a description of work process *For the purposes of this project work process would be defined as a structured and repeatable series of steps and activities designed to achieve a specific goal or produce a desired outcome for the project. It acts as a blueprint that transforms inputs into outputs, ensuring efficiency, quality, and consistency by defining how tasks should be completed as well as a summary of how the work will be performed.*

Is the County looking for a specific level of detail or format for the pricing proposal *Expectation is for the bidder to provide a cost associated with the proposal.*

Do we need to include Appendix A in the proposal? - *Yes.*

Is Appendix B meant to be the cover sheet? *Yes.*

Since the federal administration's priorities have changed, do you anticipate this next strategic plan having an equity focus as well? - *Expectation is for the bidder to facilitate*

a process to develop a strategic plan that encompasses the thoughts and ideas of the participants.

Is it expected that all work will be completed during November 2025, or just the stakeholder interview process? *The process will run through December, with the Strategic Plan being presented to the MHR SB Board of Trustees in January.*

Is there an estimated total number of individuals from whom we will need to gather input? *No, the expectation is for the bidder to provide a recommended methodology for the project.*

Does the MHR SB envision a review of status of achievement of goals from the current strategic plan in order to discern whether hoped for outcomes were met? Potentially, the Strategic Planning process envisioned by MHR SB is expected to include an environmental scan, stakeholder engagements, facilitation of a strategic planning retreat, and writing of the plan.

If the achievement of goals from the current strategic plan were not met with there be a discussion whether the priority area or the strategic planning process or both needs focused attention? Potentially, the Strategic Planning process envisioned by MHR SB is expected to include an environmental scan, stakeholder engagements, facilitation of a strategic planning retreat, and writing of the plan.

Are there any plans for the MHR SB system of care to consider collaborating with the Toledo Lucas County Homelessness Board, given one of the current priority goals being "Strengthening the Service Delivery System?" Potentially, the Strategic Planning process envisioned by MHR SB is expected to include an environmental scan, stakeholder engagements, facilitation of a strategic planning retreat, and writing of the plan.

Is it possible to see a status update of the Success Indicators included in the current Strategic Plan? MHR SB's Annual Report contains some of this information.
https://drive.google.com/drive/folders/1u_A4hMvNQEdVV9LSH6rA51gLhMnN2vX

Is there a total budget envisioned for this work? - *Expectation is for the bidder to provide a cost associated with the proposal.*

Will the consultant's role conclude with delivery of the final plan, or is support for implementation anticipated? *The process will run through December, with the Strategic Plan being presented to the MHRSB Board of Trustees in January.*

Should the final plan include only narrative text, or would MHRSB prefer visuals (e.g., infographics, dashboards, scorecards)? *Expectation is for the bidder to provide a recommended methodology for the project to include recommended deliverables.*

How does MHRSB define "equity-embedded," and are there frameworks you prefer? *Expectation is for the bidder to facilitate a process to develop a strategic plan that encompasses the thoughts and ideas of the participants.*

Approximately how many Trustees, staff, and stakeholders should the consultant plan to engage, and will MHRSB assist with access? *Expectation is for the bidder to provide a recommended methodology for the project with peripheral logistical support from MHRSB Staff.*

Beyond facilitation in November 2025, are there other key milestone deadlines for draft/approval? *The Strategic Planning process envisioned by MHRSB is expected to include an environmental scan, stakeholder engagements, facilitation of a strategic planning retreat, and writing of the plan.*

Should sessions be conducted in person, virtual, or hybrid? *Expectation is for the bidder to provide a recommended methodology.*

Is there an established budget range or not-to-exceed amount? *Expectation is for the bidder to provide a cost associated with the proposal.*

Could you clarify the evaluation criteria weighting — particularly cost, experience, methodology, and cultural competency? *This information is not required for the completion of the vendor's response.*