

# Request for Proposal

## Strategic Planning Services

### Question & Answer Submissions

1. Can companies from Outside USA can apply for this (India or Canada)?  
A: Yes, firms from outside the US can submit a proposal.
2. Will there be a need to come over there for meetings?  
A: Yes, work does involve being on-site for meetings, presentations, etc.
3. Can we perform the tasks (related to RFP) outside USA (India or Canada)?  
A: Yes, but there will instances where you would have to be on-site to perform tasks related to the RFP
4. Can we submit the proposals via e-mail?  
A: Yes, please make the subject line with RFP Response Strategic Planning Services. Please make sure the hard copies are received by the specified deadline.
5. Has ECC been working with a consulting firm that is planning to respond to this RFP. If so, are they a preferred vendor?  
A: ECC is not currently working with a consulting firm for this RFP. There are no preferred vendors.
6. Can we provide an electronic copy of our proposal via e-mail in addition to the requested hard copies?  
A: Yes, please make the subject line with RFP Response Strategic Planning Services. Please make sure the hard copies are received by the specified deadline.
7. Does the College have a time frame in mind for completing this engagement?  
A: Timeline is outlined on page 3 of the RFP document.
8. Has ECC established a budget for this project?  
A: The college does not provide an anticipated budget in advance of the submission of proposals.
9. When do you think you will be responding to vendor questions?  
A: Typical response time is within 7 working days.
10. Under "Scope of Services", items "D" Reference Strategic Goals and item "F" reference strategies to meet established goals. We want to make sure you are referring to "Strategies" in item "F" and not Operations or Tactical plans.  
A: Item "F" is asking for "Strategies" and item "D" would be the "Goals"
11. Does the college anticipate that the review of the Mission, Vision and Values will entail minor revisions/update, or a complete rewrite and replacement?  
A: Likely rewrite/replacement. Definitely in depth review.
12. Do changes to the Mission, Vision and Values require Board approval?  
A: Yes
13. What counties make up the ECC service or market area for the main campus? For the Rolla off-campus satellite?  
A: Portions of Franklin, Warren, Gasconade, Crawford, Washington, St. Charles for main campus. Primarily Phelps for Rolla.

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14. Will the Strategic Planning Committee be able to participate in periodic video/online meetings with the consultant?

A: Yes

15. What is ECC's expectation for the number of campus visits by the consultant team over course of the project?

A: No specific number, but at least monthly

16. Will the consultant be expected to attend and make a Strategic Planning presentation to the Board of Trustees in November?

A: Yes

17. Will the consultant be expected to develop production ready Strategic Plan documents?

A: Preferable, but can be priced as option.