

System Governance RFP

Questions and Answers

Question: Is the consultant expected to be involved in the strategic planning process over multiple years or only in year 1?

Answer: No, with regard to the strategic planning component of the process, OCERS is only seeking initial input and advice during the first year.

Question: What is meant by providing “guidance” with implementation of a multi-year strategic planning process? That is, how involved is the consultant expected to be in the planning process? Is the consultant expected to be involved in such things as facilitate planning sessions, conducting interviews, preparing the strategic plan document, etc., or is the consultant simply expected to provide advice at the outset of the process and perhaps intermittently thereafter?

Answer: The consultant’s role, with respect to strategic planning, will be limited to providing initial advice and guidance to the CEO and staff. We do not foresee an active role in the process itself.

Question: For a project of this nature, we would generally conduct an interview with each board member as well as certain staff members. Can we assume, for purposes of the proposal, that board members wish to participate in at least one interview?

Answer: Yes.

Question: We have found that the effort involved in a strategic planning process is often difficult to estimate in advance. Does OCERS expect a fixed fee proposal for the strategic planning component of the project, or would it entertain a more flexible fee structure that would contain fixed and variable components?

Answer: OCERS’ preference is a fixed fee structure. A more flexible approach will be considered.