

REQUEST FOR PROPOSAL - Secondary

Public Questions and Responses Posted 12/22/2017

California Arts Council Strategic Planning Consultant RFP #2017-01

1. Would the in-person, key stakeholder meetings - to include public input - be concentrated only in the Sacramento area?

No, it is expected that several meetings would take place at various locations/regions across the state.

2. Do you have specific regions throughout the state we would book travel to in order to meet stakeholders in-person? If so, where are those areas?

The Consultant and the CAC will mutually agree upon an outreach plan that allows for robust input from all regions of the state via a combination of meetings, surveys, interviews, and other methods as recommended by contractor. The proposer may include a sample in-person meeting schedule as part of the work plan attachment to a proposal.

3. The current Strategic Plan is 9 pages long; are you looking for the new one to be similar length? Or to have more/less detail?

The length of the Strategic Plan shall be recommended by the Consultant and mutually agreed upon by the Consultant and the CAC in order to produce an effective Plan. No predetermined length has been identified.

4. Has the CAC already put together an internal Strategic Planning Committee? Who will be the primary contact(s) for the planning consultant to engage in regular conversation about priorities, direction setting, etc.?

The Consultant will regularly engage with a committee made up of two Council members and approximately two staff members. The Consultant's primary coordinating contact will be a staff member.

5. How much emphasis should be placed on collecting input from the California arts community? e.g. are you expecting a consultant to conduct multiple forums for community members around the state?

A list of stakeholders identified for constituent outreach to inform development of the plan can be found on page 4 of the RFP under section 6.2 "Research." The Consultant and the CAC will mutually agree upon an outreach plan that allows for robust input from all regions of the state

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6. Is it acceptable for one or more project consultants to be based out-of-state as long as the chief proposer is located in California?

The proposing firm or principal proposer (consultant) must be based in California. It is recommended that the majority of additional personnel, if applicable, be based in California. The CAC may consider proposals containing out-of-state additional personnel only if those individuals excel at all other required minimum requirements of the RFP.

7. Can you share what guidance will be provided to the committee in scoring the proposals, particularly the work plan and demonstration of minimum requirements criteria?

The published RFP will be the guiding document for the scoring committee's review.

8. Has the Council ever considered using a theory of change in the context of its strategic planning? Is there an openness to incorporating theory of change as a methodology for this project?

The CAC has not committed to any specific methodology for this project.

9. What did you like/not like about your past strategic planning process and consultant?

This question does not directly reference the CAC's published request for proposals. A response to this question has not been provided.