

***The solicitation for Strategic Planning Retreat Facilitator has been extended to August 30th to answer questions we have received and any other questions during this time. All questions and answers will be posted to our website.**

Questions Received

- 1. Has an agenda been set for the retreat?**

Answer No. We have some thoughts regarding the agenda, but we wanted to work with the selected contractor to work through the agenda.
- 2. How many people will be in attendance?**

Answer Our staff has 56 authorized FTE positions. The first session will be with the management team which consists of 14 individuals.
- 3. What's your daily budget (or other form of budget) for retreat facilitation?**

Answer The budget has not been set at this time.
- 4. Would you entertain any pre-meetings or research collection to ensure smooth delivery during the retreat?**

Answer Yes, absolutely. We will connect you with former OPC employee's as well as current staff to ask questions. We can also provide you with budget documents, annual reports, or any other information you believe would be helpful. Once a selection has been made on the contractor, we will arrange a pre-meeting with the Leadership team.
- 5. Is there a process for submitting questions for clarification?**

Answer The solicitation will be extended until August 30th to respond to questions. All questions and answers will be posted to our website.
- 6. Will all submitted questions be published to interested participants?**

Answer Yes.
- 7. Is there a vendor that has previously performed this work?**

Answer Yes, we've had previous retreats, but it's been a few years.
- 8. Is there a budget range that OPC has in mind?**

Answer The budget has not been set at this time.

9. We would like to better understand the vision and mission of OPCs Vision for FY 2024. Are there specific areas and/or expectations of measurement they are wanting to see with staff and management?

Answer **Once a contractor is selected, there will be ample enough time to meet with the leadership team to get a better understanding of our vision.**

10. Is there a format requirement for proposal?

Answer **No format is required other than what is stated in the Request for Proposal.**