Based on DCPL’s experience with the process developing the FY 2014-2016 Strategic Plan, what would you like to be different for this strategic planning process?

**Answer:**
The main difference between the 2014-2016 process and what we are seeking in this next round is the use of an outside vendor. The 2014-2016 plan was developed internally by a team of library staff with some assistance from the Georgia Public Library Service (GPLS). GPLS helped us design and implement the patron focus groups. We are looking for an “outside set of eyes” to help ensure we are seeing everything and focusing on the right things.

Given that this process is meant to build upon the FY2014-2016 Strategic Plan, what elements of that Plan do you find most valuable? What parts of the structure are you most interested in changing?

**Answer:**
Rather than any particular element being most valuable, it is more an idea of reviewing what we didn’t accomplish and assessing why those elements were not accomplished. Determining if those things are still important and figuring out why we couldn’t take care of it during the initial timeframe. Is it funding? Do we not have the in-house expertise? Were our goals too ambitious? Etc.

Are you open to having Strategic Planning Committee members play an active role in community and stakeholder engagement activities?

**Answer:**
Yes, to the extent that it is practical to ensure that we get uninhibited feedback.

Are you open to a mix of in-person and remote facilitation of Committee meetings?

**Answer:**
Yes.

What is the budget for this project?

**Answer:**
While we do not have a specific amount budgeted, we will not spend more than $25,000. We are looking for good value and solid product and are willing to utilize remote facilitation where practical to reduce expenses.
We are wondering if you have a budget for the project? The budget is the most important information that guides our development of a proposal. It helps us determine the scope of the work we should plan. It helps us determine, for example, the number of focus groups, whether we can do a survey, how many trips we can make to DeKalb County, or how many of consultants we should involve.

Answer:
While we do not have a specific amount budgeted, we will not spend more than $25,000. We are looking for good value and solid product and are willing to utilize remote facilitation where practical to reduce expenses.

Are you required to accept the lowest bidder or, if you like a consultant's approach to planning, can you negotiate a lower budget, even if their original estimate is higher than you prefer?

Answer:
We are not required to accept the lowest bid. Our selection will be based on a combination of approach, experience with public libraries, staff qualifications, references, ability to meet proposed deadline and cost.

The proposal asks for the consultant to provide a sample contract. Does DeKalb County have a contract it also asks the winning company to sign? Is it possible to see this contract?

Answer:
DeKalb County has a standard Agreement for Professional Services that can be found here. As a non-component unit of DeKalb County Government, DCPL is not required to use this contract under all circumstances.

We are a very small company who subcontracts with other consultants as necessary. We don't use E-Verify because all of the consultants we currently work with were born in the US and are thus American Citizens. If we sign the E-Verify document, does that mean we need to check the citizenship of consultants with whom we have worked for many years? Or does this only apply if we hire new contract employees with whom we are not familiar?

Answer:
DCPL interprets the form to say that you, as contractor, are using the E-Verify process on your own employees as well as all sub-contractors. We are required by law to have this document signed and included with our records. These records are subject to audit by the State of Georgia.