

St. Louis Office for Developmental Disability Resources

REQUEST FOR PROPOSAL: Strategic Planning Consultant

REQUEST FOR PROPOSAL (RFP) SYNOPSIS

The St. Louis Office for Developmental Disability Resources (DD Resources) is accepting proposals from consultants to assist with the creation and implementation of a three to five year strategic plan.

Proposals along with resumes including references and/or letters of support must be received no later than January 20, 2012

Proposals must be submitted to:

Chrystal Griffin
St. Louis Office for Developmental Disability Resources
2334 Olive Street
St. Louis, MO 63103

Please call Chrystal Griffin at 421-0090 to request a hard copy of the RFP and/or with questions regarding the RFP.

I. Statement of Purpose

DD Resources is the not-for-profit Senate Bill 40 Board for the City of St. Louis. The agency employs approximately 60 individuals with a board approved operating budget of \$12,696,053 for the 2011/2012 fiscal year.

DD Resources currently funds 34 agencies that provide a variety of services to St. Louis city residents with developmental disabilities. The services include, but are not limited to job training, life skills development, habilitation, and transportation. In addition, DD Resources' also has four in-house programs: Targeted Case Management, Project CaseFind, Educational Coach and Horizon Club.

II. Scope of Project

The consultant will be expected to provide support with the creation of the Strategic Plan as well as quarterly follow up support for the first year of the plans implementation.

Interested consultants should have Strategic Planning experience with medium to large size not-for-profit organizations.

III. Review of Proposal

A review committee consisting of DD Resources Staff and members of the DD Resources Board of Directors will evaluate all proposals.

The DD Resources Committee(s) will request a meeting with those consultants and/or firms best representing the requirements as described.