

DESCRIPTION OF SERVICES

Category 1: STRATEGIC PLANNING

Provide support to develop and establish strategic goals, priorities, and plans. Conduct an analysis of the current state of the organization and provide a report that expresses strengths, weaknesses, opportunities, and threats (SWOT) facing the organization. Assist in the development of the organization's mission statement and vision, to include a future-state of the organization based upon established mission and vision. Assist with the establishment of specific, measurable, short- and long-term goals that will result in the attainment of the desired future-state of the organization. Develop a strategy to meet the goals established, as well as action plans specific to each goal. Develop methods to monitor and update each goal. Methods should be specific in terms of standards, surveillance methods, and strategy for adjusting goals and/or action plans over time. Assist with the development of a budget to accomplish the goals established. Translation of the strategic plan into an investment plan. Develop a risk mitigation plan utilizing the SWOT analysis and the expressed future state.

PLEASE NOTE: The consulting category description above provides an overview of this consulting category. The description is not intended to identify all the consulting services that may be provided under this consulting category. In addition, an agency's scope of work for a specific consulting project may not include all the services identified in this consulting category. Services covered by this contract do not include information technology and telecommunications related services, which are provided through the Virginia Information Technologies Agency (VITA). The development and delivery of training is not included as part of this contract.