

The MS Department of Information Technology Services is seeking proposals from qualified vendors to provide strategic planning services. The purpose of this solicitation is to identify a vendor who can assist the agency in developing a comprehensive strategic plan that aligns with the agency's mission, values, and statutory requirements.

**Scope of Work:**

The selected vendor will be responsible for the following tasks:

1. Conduct a comprehensive analysis of the agency's current operations, including an assessment of the agency's strengths, weaknesses, opportunities, and threats.
2. Conduct key stakeholder interviews to inform the planning process. Key stakeholders include the ITS Board, State Agency CIOs, and ITS Directors. Each group should be engaged separately before a combined engagement to finalize the goals, objectives, and strategies.
3. Develop a strategic plan that outlines the agency's goals, objectives, and strategies for achieving those goals.
4. Identify key performance indicators (KPIs) that will be used to measure the agency's progress towards achieving its goals.
5. Assist the agency with identifying priorities for focus based on key stakeholder input and industry trends.
6. Develop an implementation plan that outlines the steps required to achieve the agency's goals, including timelines, resource requirements, and budget estimates.
7. Develop a communication plan to include internal and external awareness and engagement campaigns consisting of targeted written and verbal communication as well as social media strategies.
8. Provide ongoing support to the agency throughout the implementation process, including regular progress reports and updates to the strategic plan as needed.

**Proposal Requirements:**

Proposals should include the following information:

1. A detailed description of the vendor's experience providing strategic planning services to large organizations, including three (3) references from previous clients. [preference to those that have worked with other state CIO organizations.
2. A proposed methodology for conducting the analysis and developing the strategic plan, including a timeline and budget estimate.
3. A description of the vendor's approach to working with the agency to ensure that the strategic plan is aligned with the agency's mission, vision, and goals.
4. A proposed approach to measuring progress towards achieving the agency's goals, including a list of KPIs that will be used.
5. A description of the vendor's approach to providing ongoing support to the agency throughout the implementation process.