

Spokane Regional Health District
1101 W. College Ave
Spokane, WA 99201

Addendum No. 1 to All Offerors

Reference – Request for Proposal: RFP2024-150-161-1
Commodity: Strategic Planning Consultant
Date: April 4, 2024
Proposal Due: April 22, 2024

This Addendum 1 to the RFP addresses changes and questions received. The Proposer shall indicate receipt of this Addendum and any previously issued Addenda by signing the form(s) for inclusion with the proposal responses.

1. Does SRHD have any preferred time targets for stages 2, 3 and 4 of its strategic planning process? I see that stage 1 is to be completed by June 30, 2024.

Stages 2 and 3 will need to be completed by December 31, 2024. Stage 4 should be completed by December 31, 2025

2. Stage 4 refers to "Follow-up session(s) with SRHD leadership to gauge the progress of the implementation at three (3) month intervals after plan delivery". Does SRHD anticipate follow-up sessions to occur before December 30th 2024, or should this bid include follow-up session(s) beyond that time frame?

Based on the completion date of Stage 4, December 31, 2025, it would be anticipated that four (4) follow-up sessions would occur in 2025.

3. The RFP references how the strategic planning process should take into account any existing CHIP, per the PHAB domain 10.1 requirements. Does SRHD have a current CHIP? If so, can it be shared? If not, does the organization currently have plans for completing one? If so, is it anticipated to be completed before December 30th 2024?

The last CHIP was completed in collaboration with Priority Spokane in 2018. We currently in process of completely an undated CHIP with an anticipated finalization date of December 31, 2024.

4. The RFP states that the last strategic plan covered a two-year term. Does SRHD have a desired term length for this strategic plan?

The Strategic Plan will cover a five-year term.

5. Can SRHD share the budget for this project?

No, as the RFP responses include scoring on the budget.

6. What is the composition of the governing body membership?

SRHD, as a local health district, Board of Health is governed and structured according to RCW 70.46.031. See attached SRHD Organizational Chart

7. Does SRHD have a preference for in-person, remote, or hybrid approach? If a hybrid approach, are there specific components that SRHD prefer to be facilitated in-person?

SRHD does not have a preference and is open to recommendations from the consultant.

8. Stage 3 of the scope reads, "At this stage the consultant will assist SRHD to identify strategic goals and create an actionable strategic plan." Does SRHD also intend for the consultant to assist in the development of new mission, vision, and values? Or will the consultant focus on assisting in developing strategic goals/priorities that are based on the mission, vision, and values stated on page 1 of the RFP?

SRHD would like a review of the organization's current mission, vision, and values to determine if they continue to reflect SRHD's current state.

9. What are the divisions and programs that operate as part of SRHD?

See attached SRHD Organizational Chart

10. When is the last time SRHD conducted a Community Health Needs Assessment or developed a Community Health Improvement Plan?

The last Community Health Needs Assessment was completed in 2021-2022. SRHD is currently working on a 2024-2025 with an anticipated December 31, 2024.

11. What are SRHD's preferences regarding in-person and/or remote processes for strategic planning facilitation?

SRHD does not have a preference and is open to recommendations from the consultant.



Board of Health Organizational Chart

BOARD OF HEALTH

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SPOKANE COUNTY COMMISSIONERS

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CITIES & TOWNS: CITY OF SPOKANE
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PUBLIC HEALTH, HEALTH CARE FACILITIES OR PROVIDERS

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TRIBAL COMMUNITIES *Coming soon...*

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DISEASE PREVENTION & RESPONSE

48

Communicable Disease Investigation & Prevention
Data Center
Emergency Preparedness & Response
HIV/STD Prevention
Homeless Outreach
Immunization Assessment & Promotion
Tuberculosis

COMMUNITY HEALTH

65

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Health Equity
Healthy Families
ABCD, CYSHCN, ESIT
Healthy Living
*(tobacco/vaping/
cannabis, illicit substance,
children's safety, healthy
aging, perinatal health,
built environment,
access-to-care)*
HIV Case Management
Nurse-Family Partnership
Women, Infants & Children (WIC)
Nutrition

ENVIRONMENTAL PUBLIC HEALTH

35

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Liquid/Solid Waste
School Safety
Water Recreation
Zoonotic Disease

FINANCE

16

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Financial Services
Immunization Records
Medical Insurance & Billing
Purchasing & Grant Billing
Vital Records

TREATMENT SERVICES

55

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ADMINISTRATION

26

Human Resources

9

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6

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