



August 6, 2018

**Grand Rapids Public Library
Request for Proposal:
Strategic Planning Facilitator**

In a world of rapidly changing information and technology libraries are staying strong as an important resource in their communities and it is important to look at services that would be most valuable to their citizens. In November 2017 Grand Rapids voters approved a millage authorizing a tax levy for 20 years. Grand Rapids Public Library (GRPL) values literacy, innovation, excellent service, responsiveness to community needs, diversity, and flexibility. This mix of progress and promises to the increasingly engaged community along with GRPL's new leadership makes it a perfect opportunity to look at strategic planning.

www.grpl.org

Main Library

111 Library Street NE
Grand Rapids MI 49503
p. 616.988.5400
f. 616.988.5419

Madison Square Branch

1201 Madison SE
Grand Rapids MI 49507
p. 616.988.5411
f. 616.245.1403

Ottawa Hills Branch

1150 Giddings SE
Grand Rapids MI 49506
p. 616.988.5412
f. 616.241.1460

Seymour Branch

2350 Eastern SE
Grand Rapids MI 49507
p. 616.988.5413
f. 616.241.1445

Van Belkum Branch

1563 Plainfield NE
Grand Rapids MI 49505
p. 616.988.5410
f. 616.365.2615

West Leonard Branch

1017 Leonard NW
Grand Rapids MI 49504
p. 616.988.5416
f. 616.301.9438

West Side Branch

713 Bridge NW
Grand Rapids MI 49504
p. 616.988.5414
f. 616.458.0103

Yankee Clipper Branch

2025 Leonard NE
Grand Rapids MI 49505
p. 616.988.5415
f. 616.235.8349

In order to proactively approach these opportunities, the Board of Library Commissioners and GRPL staff are interested in a process for strategic planning. This process would encompass a facilitated series of meetings with the staff leadership and library board to create a strategic framework for the organization as well as a first-year action plan. It would also include community meetings to review the plan held jointly with the library and the facilitator. Written work, provided by the facilitator, will include the preliminary framework, priorities, a one-year action plan, a survey for community input, and a final report that includes recommendations or feedback from the public.

Also included in the process but provided by library staff would be a series of stakeholder meetings that include the education, foundation, and programming partners in the community.

The current vision, mission, and values of the organization are considered by most stakeholders to be meaningful and relevant. Recognizing that the library as an organization and its community are constantly evolving it is important to review them for modification.

Scope of work:

- review vision, mission, values
- establish framework for a set amount of time to be determined
- develop one year action plan
- solicit feedback
- written report that will be finalized by staff

This work will take place in the fall of 2018.

Please provide a sealed bid for this work by Friday, August 24, 2018 at 4:00 pm to:

John McNaughton
Grand Rapids Public Library
111 Library St NE
Grand Rapids, MI 49503

For more discussion, questions, or concerns contact John McNaughton at jmcnaughton@grpl.org or call 616.988.5431.