



REQUEST FOR PROPOSAL

Columbia River Gorge Technology Alliance
2022-2025 Strategic Plan

Background

The Columbia River Gorge Technology Alliance (Gorge Tech Alliance, GTA) is a professional organization developed to support the high-tech industry of the bi-state Columbia River Gorge region covering the counties of Hood River, Wasco and Sherman in Oregon and Skamania and Klickitat in Washington.

Since 2005, the GTA has worked to help start, grow, expand and sustain high-tech companies in the Gorge. This work includes regularly bringing the tech business community together for educational and networking events and connecting partners to address issues of importance to the tech sector. As a 501(c)(6) nonprofit membership organization with over 100 members and sponsors, the GTA is the regionally-recognized link to the technology community.

The GTA is seeking professional services to support the development of a Strategic Plan for 2022-2025. The [current strategic plan](#) extends through 2021.

Project Scope

- Work with the GTA Board, sponsors, and members to articulate a clear strategic plan for 2022 through 2025. This plan should identify goals, priority actions, and programming objectives for the GTA to pursue over the next three years. Engagement may include surveys, meetings (virtual or in-person, as health guidance allows), and stakeholder interviews.
- Outcome of this work should be a clear, action-oriented, and readable strategic plan, including timelines for implementation and evaluation criteria the Board can use to track progress of the plan.

Duration

The work must be completed by December 31, 2021.

Project Management and Review

This project will be managed by the GTA staff and overseen by the GTA Board. Work will be done in coordination with GTA staff, who will assist with scheduling, outreach to members and sponsors, and provide input and approval for work products. Frequency of formal review of all projects and tasks will be determined upon agreement.

Requirements

Qualifications and cost will serve as the primary determining factors. Requirements include experience with strategic plan development, ideally with non-profits and/or industry groups. Consideration will be given for the proposal that best meets the needs of GTA, and additional preference will be given to applicants located within the GTA's service area.

Submission Requirements

To be considered for the award, respondents must submit the following items in a timely manner and in proper form. Each submittal must include:

1. An outline of the proposed project scope of work;
2. A proposal describing your qualifications;
3. Proposed fee structure including rates and any other costs;
4. Names, phone numbers and contacts for three organizations to be contacted as references;
5. Copies of or links to work samples;
6. Location of principal office and branch(es); and
7. Any other information you consider to be of value in evaluating your qualifications.

Proposals should be postmarked no later than **Friday, May 21, 2021** or e-mailed to alice@crgta.org.

Alice zaWitt
Columbia River Gorge Technology Alliance
802 Chenowith Loop
The Dalles, Oregon 97058

The GTA reserves the right to reject any or all proposals, to waive any formality in the proposals, and to accept the proposal(s) which is deemed to be in the best interest of GTA. For any questions, contact Alice zaWitt at 541-490-6304.