

**CITY OF MEXICO BEACH
ADVERTISEMENT
REQUEST FOR QUALIFICATIONS 2026-04
Strategic Planning Consultant Services**

The City of Mexico Beach, FL ("the City") is accepting Proposals for Strategic Planning Consultant services from qualified, experienced and licensed individual or firm to lead its community visioning and strategic planning processes. The intent of the RFQ is to provide a consensus on priorities and vision for the City's future over the next 25 years and a five-year strategic plan. The Strategic Plan shall include a five-year implementation plan covering Fiscal Years 2027-2032 (October 1, 2027 through September 30, 2032) and shall inform and guide the City's budgetary and operational planning processes. The Strategic Plan will direct the City in allocating its efforts and resources towards achieving its vision. They will create specific benchmarks that measure the City's progress along with an educational component for meaningful performance measures.

All proposals must be in writing and will be received by Tammy Brunson, City Clerk, by mail, FedEx or hand delivery to Tammy Brunson, City Clerk at 201 Paradise Path, Mexico Beach, Florida 32456 until **2:00 PM (central time). May 6th. 2026.** Proposals will be publicly opened at this time. Only submittals received by the stated time and date will be considered. Submittals received after the time set for the opening will be rejected and returned unopened to the submitter. All submittals shall be submitted in a sealed envelope and clearly labeled, "RFQ 2026-04 **Strategic Planning Consultant Services.**" Please provide five (5) original paper copy of the proposal. Full specifications may be obtained at <https://mexicobeachfl.gov/bids/>. Any Addendums issued during the advertisement period shall be posted to the above website no later than 5:00 PM (central time) April 27, 2026. **IT IS THE BIDDER/PROPOSERS RESPONSIBILITY TO CHECK THE CITY'S WEBSITE FOR ANY ADDENDUMS PRIOR TO SUBMITTING A BID/PROPOSAL.**

Questions concerning this request should be submitted in writing to, Tammy Brunson, City Clerk at t.brunson@mexicobeachfl.gov no later than **5:00 PM (central time) April 22nd. 2026.**

The City observes a code of silence and policies for ethical and professional behavior on all advertised solicitations. Potential Proposers and their agents must not communicate in any way with the City Council, City Administrator or the City Staff other than the City Clerk in reference to or relation to this solicitation. This restriction is effective from the time of Proposal advertisement until an award is made by the City Council. Such communication may result in disqualification.

The City of Mexico Beach encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The City does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

The City reserves the right to waive informalities in proposals and/or to reject all proposals. The City will award the Contract to the most qualified and responsible proposer; determined through the evaluation process set forth in this RFQ. However, if the City is unable to come to a contract agreement, the city reserves the right to award the Contract to the next most qualified proposer.