

## Dinwiddie County Administration

14010 Boydton Plank Road

Dinwiddie, Virginia 23841

Phone: 804-469-4500

---

### **MEMORANDUM**

TO: Board of Supervisors

FROM: W. Kevin Massengill, County Administrator

DATE: March 17, 2026

SUBJECT: Contract Award, Strategic Plan

---

### **Background**

Dinwiddie County has expressed interest in obtaining an Economic Outlook Report and developing a new Strategic Plan to assist the Board of Supervisors in planning for the County's future. To support this effort, Virginia Polytechnic Institute and State University (Virginia Tech), through its Continuing and Professional Education program and the Institute for Policy and Governance, has proposed to partner with the County to conduct an economic outlook analysis and facilitate the development of an integrated strategic plan.

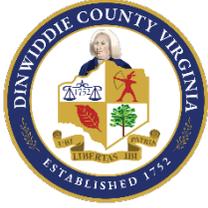
The Economic Outlook Analysis will evaluate national, state, regional, and local economic indicators relevant to the County, including labor market conditions, consumer activity, business and housing trends, price trends, and other community indicators. This analysis is intended to support the County's long-term financial planning, economic development strategies, budget planning, and communication with residents.

In addition, Virginia Tech will guide the County through a structured strategic planning process that will include stakeholder engagement, interviews with members of the Board of Supervisors, a Board retreat, and a workshop with department directors. The outcome will be a comprehensive Strategic Plan including mission, vision, values, goals, and implementation strategies.

### **Actions**

Under the proposed agreement, Virginia Tech will work collaboratively with County staff to complete the following activities:

- Conduct a discovery phase to identify stakeholders, review existing County plans, and collect relevant data.



## Dinwiddie County Administration

14010 Boydton Plank Road

Dinwiddie, Virginia 23841

Phone: 804-469-4500

- 
- Prepare a comprehensive Economic Outlook Report tailored to Dinwiddie County's economic conditions and trends.
  - Facilitate interviews with members of the Board of Supervisors and provide a pre-retreat activity packet.
  - Conduct a full-day strategic planning retreat with the Board of Supervisors.
  - Facilitate a workshop with Department Directors to develop implementation strategies.
  - Prepare draft and final versions of the County's Strategic Plan.
  - Provide an Excel-based tool to assist with tracking implementation progress.

The agreement period is February 20, 2026 through December 1, 2026. The Economic Outlook Report is anticipated to be completed by July 2026, and the Strategic Plan is expected to be finalized by November 2026.

The total cost for the services is \$125,000, which includes all personnel, travel, and administrative costs.

### **Recommendation**

We recommend approval of the following resolution.

**BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct the County Administrator to execute a contract with Virginia Polytechnic Institute and State University for the proposed scope of work totaling \$125,000 with any changes, substantive or otherwise, as may be approved by the County Administrator.