

UNIVERSITY ENTERPRISES, INC.

REQUEST FOR PROPOSAL
AMENDMENT NO. 1

ISSUED DATE: December 28, 2020
CLOSING DATE AND TIME: January 22, 2020 5:00 PM
SUBMIT PROPOSAL TO: via electronic mail to
nadine.cross@owp.csus.edu
c: randy.marx@owp.csus.edu

GENERAL DESCRIPTION: REQUEST FOR PROPOSAL, AMENDMENT NO. 1

This Request for Proposal (RFP), Amendment No. 1, amends the original RFP, dated December 11, 2020, for the Community of Paradise Option Study. Section VIII(b), paragraphs 3 and 4, of the original RFP stated the following:

“Any requests for clarification of the RFP shall be made in writing (via email) to the contract administrator (whose email address listed below) and received no later than December 18, 2020 at 5:00 p.m.:

randy.marx@owp.csus.edu C: nadine.cross@owp.csus.edu

Any UEI response to a request for clarification by an applicant will be made in writing in the form of an addendum to the RFP and will be posted to www.pidwater.com. The addendum will become a part of the RFP. All applicants should check www.pidwater.com for an addendum to any inquiries prior to submitting a proposal.”

One email was received from a consultant providing 4 requests for clarification. This email was received by Mr. Randy Marx, Office of Water Programs, on December 18, 2020 from Mr. Ben Baker of West Yost. Mr. Baker’s comments, and Mr. Marx’s responses, are presented below:

1. **Comment:** What roles will the project stakeholders and the project team play to facilitate collaboration and the development of alternatives?

Response: The project Communication Plan specifies the roles of the project stakeholders and project team during the project. The Work Plan, under Task 1, specifies 5 categories of options. The project stakeholders and project team reviewed and provided input to these options during development of the Work Plan. Based on this guidance in the Work Plan, the consultant will identify and describe alternatives in the draft Options Identification Report. The consultant will be able to obtain any clarification needed on this process at the project kickoff call with the project stakeholders and project team. The project stakeholders and project team will then provide written comments to this Options Identification Report. Based on these comments, the project team and Office of Water Programs Project Manager will then provide the consultant with the final list of alternatives to analyze in the Options Study Report.

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1 2. **Comment:** Is the project budget limited to the amount shown in the Prop 1 Technical
2 Assistance Work Plan estimated budget table (i.e., \$79,999 for SFY 2020/21)?

3 **Response:** The \$79,999 for SFY 2020/21 indicated in the Work Plan, Professional and
4 Consultant Services line item, refers to the budget for the Consensus & Collaboration
5 Program, Sacramento State - College of Continuing Education (CCP). This organization
6 is providing services to the Office of Water Programs as a community outreach
7 consultant. Following selection of a consultant for the Options Study, the cost of this
8 consultant will be added to the Work Plan through a Work Plan Amendment.

9 3. **Comment:** For budgeting purposes, please provide the expected number and frequency
10 of meetings for the technical team to participate in? (project team meetings, public
11 outreach, etc.)

12 **Response:** For budgeting purposes, please assume consultant attendance at the following
13 project meetings:

- 14 • **Project Team Meetings** – 10 monthly calls with project stakeholders, averaging 1
15 hour each. No formal presentation by the consultant or note taking required.
- 16 • **Public Outreach Meetings** – 4 public meetings (assume Zoom calls), averaging 3
17 hours each. At each meeting, the consultant will make a 20-minute PowerPoint
18 presentation describing work performed. No note taking required.

19
20 4. **Comment:** What expertise is provided by the UEI team and how is it anticipated that
21 they will be collaborating with the selected team? What expertise is UEI looking for that
22 would be most beneficial to support that team?

23 **Response:** The UEI Team will provide project management, coordination with the
24 project stakeholders and project team, community outreach (through CCP), oversight of
25 the consultant and technical peer review of project deliverables. A consultant is desired
26 with expertise to execute the scope of work as identified in the RFP, i.e., to identify and
27 evaluate the feasibility of options to ensure the long-term sustainability of drinking water
28 for the Paradise community.

29 For any questions on this Request for Proposal (RFP), Amendment No. 1, please email
30 randy.marx@owp.csus.edu.

31 **Contract Administrator**

32 Monica Kauppinen (mkauppi@csus.edu)
33

34 Sincerely,

35 Monica F. Kauppinen