



CHABOT- LAS POSITAS COMMUNITY COLLEGE DISTRICT

REQUEST FOR PROPOSALS NO.: F-14 Colleges' Educational Master Plans and the District-wide Strategic Plan Addendum No. 1

All Prospective Proposers:

This addendum is issued to clarify, add, delete, correct and/or change the RFP document to the extent indicated and is hereby made a part of the above noted RFP document on which the contract will be based. Any modifications/changes made by this addendum affect only the portions or paragraphs specifically identified herein; all remaining portions of the proposal to remain in force. It is the responsibility of all proposers to conform to this addendum. Acknowledge receipt of this addendum in the space provided on the Proposal Form (Page 17). Failure to do so may subject Proposer to Disqualification.

The following RFI's were submitted for clarification:

RFI #1. Will the District consider alternate formats for the plans (e.g., web-based documents, etc.)?

Response: The District will consider alternate formats for the plans as long as it does not require specialized software to access and view. A pdf format is acceptable.

RFI #2. Does the District have a budget in mind for this project?

Response: The total budget for this project is not to exceed \$200,000.

RFI #3. In what way(s) does the District want the strategic plan to address the "Strategic Plan Scope" listing on pages 6 and 7 of the RFP? How should that listing be used for strategic plan development?

Response: The District-wide Strategic Plan should incorporate the elements in the Strategic Plan Scope to develop strategic plan objectives and policies. The elements should also be part of the conversation with the different constituency groups in the District.

RFI #4. Is there a district and/or colleges' planning officer (someone who has designated responsibility for educational master and strategic planning now)?

Response: The designated representatives for the Colleges' Educational Master Plans and the District-wide Strategic Plans are the College Presidents and the District Chancellor.

RFI #5. To what extent will the institutional research offices work with the consultants to provide, develop, and report data for this project?

Response: The Institutional Research Offices at both Colleges will provide the support necessary to facilitate the completion of the report prior to the accreditation visit in Fall 2015.

RFI #6. Does Chabot-Las Positas CCD currently have a district-wide integrated planning model, or are we supposed to develop that to include the linkages and practices that the district has identified?

Response: The District has a new Integrated Planning and Budget Model. The model description is in the Board of Trustees website on the District's website.

RFI #7. Has the district established a budget for this project in terms of consultant fees and travel expenses and, if so, what is that dollar amount?

Response: The total budget for this project is not to exceed \$200,000.

RFI #8. Regarding the facilities and space-related analysis and requirements of this project, does the district believe the participation of an architectural firm is critical to the success of the project? (Our consulting firm has consultants experienced in space analysis and linking academic and facilities master plans.)

Response: The use of an architectural firm is at the Proposer's discretion.

All other terms and conditions of RFP No. F-14 to remain the same.

Regards,



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