



March 21, 2024

TO: ALL BIDDERS

RE: STRATEGY DEVELOPMENT AND PROJECT MANAGEMENT FOR KERN COMMUNITY COLLEGE DISTRICT RFP #DO240402

Addendum is hereby expressly incorporated and made part of the Strategy Development and Project Management for the Kern Community College District RFP #DO240402, proposal submission deadline no later than 2:00 p.m. PT, Tuesday, April 2, 2024.

ADDENDUM 1

Clarifications and Modifications to the RFP

1. A copy of the RFP and related documents have been uploaded to the Public Purchase website at www.publicpurchase.com and the Kern Community College District website at <https://www.kccd.edu/business-services/rfps-bids.html>.
2. Submit questions and responses electronically through the Public Purchase website at www.publicpurchase.com.

Answers to bidder questions:

- Q1.** Can you clarify the existing work that has been created in Phase 1 and is it publicly available?

Answer: The information is publicly available and can be found on the website <https://www.kccd.edu/kern-coalition/index.html>

- Q2.** In the Proposal Detail section, it states the proposal responses should be emailed to purchasing@kccd.edu. However, in the Proposal Submittal Process it states responses should be submitted electronically through the Public Purchase website. Do you vendors need to submit in both places?

Answer: Vendors will not need to submit in both places. It is preferred that Vendors register with Public Purchase and submit proposals through the Public Purchase website.



Q3. We noticed a requirement in the scope of work documentation specifying the completion of an addendum to the Regional Plan: Part I. Could you confirm if, in the event of a successful bid, this task must be accomplished by April 30, 2024 – i.e. roughly two weeks after the project start date?

Q4. Answer: Yes, the Regional Plan Part 1 Addendum is due April 30, 2024. The Regional Plan Part 1 and related documents can be found: Regional Plan Part 1 Document: [Kern County Regional Plan, Part 1](#)
Additional Resources for Phase I Research: [Regional Plan 1 Resources \(kccd.edu\)](#)

Q5. Regarding the RFP, we noticed a requirement for a 'Vendor Information Sheet' (Component G). Could you please provide further details or clarification on what information should be included in this sheet or if there is a template to fill out?

Answer: The bidder information sheet is provided here ([Click here](#)).

Q6. The scoring matrix (factor 1) requests a “workplan, including milestones and deliverables” but the Proposal Requirements section of the RFP (sections A through J) does not indicate where a workplan should be included in the proposal. In which section should we include the workplan?

Answer: The workplan should be included as the last item in the Statement of Qualifications, which is section B of the Proposal Requirements.

Q7. I would like to confirm the timeline for the completion of the strategic plan.

Answer: The Regional Strategy is due to the Kern Coalition August 15, 2024 as an internal deadline. The State deadline for the Regional Strategy is August 30, 2024. There is an April 30 deadline for a revised Regional Plan 1 document that incorporates additional stakeholder feedback, data from additional reports located on the website, and the State feedback form.

Q8. Is the \$750,000 budget allocated to Phase II Strategic Development

Answer: \$750,000 is allocated to Phase II Strategic Development and Project Management

Q9. Can you share the information from Phase I Research?

Answer: Regional Plan Part 1 Document: [Kern County Regional Plan, Part 1](#)

Additional Resources for Phase I Research: [Regional Plan 1 Resources \(kccd.edu\)](#)



Q10. Will the Kern Coalition provide interpreters, or should we engage our own?

Answer: The Kern Coalition will provide interpreters.

Q11. Can the project manager attend the weekly Kern Coalition Meetings virtually?

Answer: While this option is negotiable, we would prefer to have in person attendance as required by business needs.

Q12. When will the responses to our questions be posted?

Answer: Answers to all questions will be posted in Addendum #1 on Public Purchase

All other specifications remain unchanged.

BY: Cammie Ehret-Stevens
Assistant Director, Purchasing & Contracts
Kern Community College District
Phone: 661-336-5155
Email: purchasing@kccd.edu



ACCEPTANCE OF ADDENDUM #1 TO RFP #DO240402

I _____, officer for _____
Name & Title *Company*

hereby accept and agree to Addendum #1 to the Strategy Development and Project Management for the Kern Community College District RFP #DO240402 and agree to provide the additional requested information in the Addendum.

Signature of Bidder _____ Date _____

Signature of KCCD _____ Date _____

Upon signing, the aforementioned addendum is immediately incorporated into the RFP and service providers response to RFP.

Submit one (1) signed copy of this Addendum acceptance to:

Kern Community College District
Purchasing & Contracts Department
2100 Chester Avenue
Bakersfield, CA 93301

Email: purchasing@kccd.edu

Mark subject line/envelope: RFP Addendum #1 Acceptance

If the addendum as presented is unacceptable, please advise KCCD of your rejection of the addendum in writing with reasons, to the address above or by email to purchasing@kccd.edu