March 9, 2016

TO: ALL RESPONDENTS
RE: EMP CONSULTANT SERVICES RFQu # DO160314

Addendum “1” is hereby expressly incorporated and made part of the Educational Master Plan Services for Kern Community College District RFQu # DO160314, proposal submission deadline March 14, 2016.

ADDENDUM 1

Clarifications and Modifications to the RFQU

1. This RFQu has been developed to obtain potential consultants to present their work in terms of external and internal scans. The successful consultant would have access to college/district data. We envision a general interview process with district/college participants. Then once the field of consultants has been narrowed down, the project belongs to each college. Each college has a budget set for this project and would determine what elements are mission critical for them. All colleges have a governance process. Our role at the district level is to coordinate these interviews.

2. A copy of the RFQu and related documents have been uploaded to the Kern Community College District website at https://www.kccd.edu/current-RFQu-listing.

3. Send all questions to Cammie Ehret-Stevens, Purchasing Coordinator, via email to cammie.ehret@kccd.edu or fax to 661-336-5178.

Answers to bidder questions:

Q1. The RFQu has a completion timeline of June 2017 for the development of the external and internal scans. Is this date correct or would the District wish the scans to be completed earlier to be used in a larger project?

   Answer: Yes, the June 2017 date is correct. At this time, we do not believe that the college campuses will need the scans to be completed earlier to be used for other projects.
Q2. Will there be an opportunity for the vendors to provide a “live” presentation?

Answer: Yes. If your consultant firm is selected to continue on in the RFQu process, we will schedule presentations. If chosen, you will receive your scheduled date and time in a separate document.

Q3. The last time EMP work was done the effort was a collaboration between the consultant firm and the Colleges. Is that same approach to be repeated this time around? If so, will the colleges take the consultant firm work product and do both the editing and final production work?

Answer: The EMP work would be between the colleges and the consultant. It will depend on the colleges on how much editing they will do as compared to the consultants.

Q4. Does the District want a separate price for the consultant firm to do the whole EMP for each college vs. doing some form of collaboration?

Answer: The District does not want a whole EMP for each college.

Q5. Would the District consider standardization in what the three EMP will contain and how they will be formatted and stylistically prepared?

Answer: There would be a preference for some standardization, but that decision will be made once the colleges have an opportunity to review the work of the vendors. It is a bit premature to answer this question with certainty.

All other specifications remain unchanged.

BY: Cammie Ehret-Stevens  
Purchasing Coordinator  
Kern Community College District  
Phone: 661-336-5155  
Email: cammie.ehret@kccd.edu
ACCEPTANCE OF ADDENDUM # 1 TO RFQu #DO160314

I __________________________, officer for ____________________________

Name & Title Company

hereby accept and agree to Addendum #1 to the Educational Master Plan Consultant Services for Kern Community College District RFQu #DO160314 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 RFQU and service providers response to RFQU.

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

Kern Community College District
Cammie Ehret-Stevens, Purchasing Coordinator
2100 Chester Avenue
Bakersfield, CA 93301

Fax: 661-336-5178

Email: cammie.ehret@kccd.edu

Mark subject line/envelope: RFQU 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 cammie.ehret@kccd.edu