

ADDENDUM #1
RFP #1819-07, Educational & Facilities Master Planning Services

This Addendum forms a part of the RFP Documents and modifies the original RFP Documents. Acknowledge receipt of this Addendum by submitting a copy of the addendum with Bidder proposal. Failure to submit may subject Bidder to disqualification.

- I. **PROPOSAL DUE DATE:** The proposal submission due date has been extended to Thursday, February 19, 2019 @ 2:00 p.m. All late submittals will be automatically disqualified.
- II. **REQUEST FOR INFORMATION:**
1. **Question for RFP #1819-07 (Educational & Facilities Master Planning Services)**
Is it possible to increase the page number for Tab 2 beyond the 2 page limit, (Qualifications, Related Experience & References) given that we still meet the overall 10 page requirement?
 - A. **Yes, you can increase the page number for certain tab as long as the overall RFP stays within 10 page requirement.**
 2. **3.03 Educational Master Plan Goal (Activities & Expected Outcomes)**
Does the District/Colleges have a current analysis and/or report of the Student Center Funding Formula for years 1 through year 3? Could District provide if available?
 - A. **We are currently working on an updated analysis and will make it available upon completion.**
 3. **3.03 Educational Master Plan Goal (Activities & Expected Outcomes)**
The RFP makes no request for providing trends/analysis/projections for WSCH/FTES. Is that correct?
 - A. **Yes, that is correct.**
 4. **3.05 Facilities Master Plan Goal (Activities & Expected Outcomes)**
Could the District provide more direction and clarity to the term “validate” for facilities planning through 2025 and Phase II of Measure J and beyond.
 - A. **Given our current schedule to build new facilities and determine our future plans, we are interested in knowing the following:**
 - **Is this the right direction for our current facilities plan?**
 - **What are we doing right? Are there areas of concern with our current plan?**
 - **Do we need to change the order of our priorities with regards to the current plan? If so, in what way and how?**

- **At this point with the current campus projects and facilities that have recently been built, are we accomplishing our goals in terms of successfully serving students (and staff)?**
 - **For example: Do we need more student success and support spaces? Do these spaces meet existing needs and if needed, can they easily adapt to future requirements?**
5. Is there a set budget (or range) for this project?
- A. The District does not have a pre-conceived notion about the cost. It's up to the respondents to determine their proposed budget.**
6. Who will be the lead for the educational master plan from NOCCCD?
- A. Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology will be the lead for the Educational Master Plan.**
7. Who will be the lead for the facilities master plan from NOCCCD?
- A. Mr. Fred Williams, Vice Chancellor, Finance and Facilities will be the lead for the Facilities Master Plan.**
8. Will there be an internal resources available to the consultant to provide assistance with scheduling, logistics, coordination, and data gathering?
- A. Yes, there will be an internal resources available to the consultant. The NOCCCD has assigned a Special Project Director to work with the consultants. The Special Project Director will assist in coordinating this effort and work with the consultants, leadership team and steering committee at the NOCCCD/colleges to obtain additional resources and data.**
9. Is the identified steering committee with whom the selected firm will work with the same for both the Development of the Educational Master Plan and the Facilities Plan?
- A. Yes, that is correct.**
10. Please clarify the proposal due date and time.
- A. The proposal due date is Tuesday, February 19, 2019 at 2:00 p.m.**
11. Can you describe the extent that NOCCCD envisions engagement with external stakeholders to be?
- A. The NOCCCD will be fully engaged with our external stakeholders, particularly in the area of workforce development, working adults, collaborating with local chambers of commerce, corporate partnerships and community engagement.**

12. Does NOCCCD envision the consultant to review, update, and/or revise the District's and Colleges' mission and vision statements?

A. Yes, the leadership of the NOCCCD is interested and invested in the most accurate, up-to-date and progressive vision for our established priorities and future planning.

13. Does the 10 page maximum for the SOQ describe ten single-sided pages or ten sheets, double-sided (the equivalent of 20 single-sided pages)?

A. Single-sided pages

END OF ADDENDUM #1