



CHABOT- LAS POSITAS COMMUNITY COLLEGE DISTRICT

Facilities Planning & Management Department

July 21, 2010

RFI RESPONSE No. 1 **RFP NO.: B-11** **District-Wide Educational Master Plan**

All Prospective Participants:

This RFI response is issued to clarify, add, delete, correct and/or change the documents to the extent indicated and is hereby made a part of the above noted documents on which the contract will be based. Any modifications/changes made by this response 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 participants to conform to these responses.

RFI #1: Could you please give me a **more specific link to the Colleges' Educational Master Plans**? The information on the page I was sent to does not seem to indicate a link to either Plan and includes 2005-2006 documents.

Response: <http://www.laspositascollege.edu/about/master-plan.php>
http://www.chabotcollege.edu/about/MasterPlan_2005-2015.pdf

RFI #2: The Calendar of Events indicates a period of slightly over two months for completion of the District Educational Master Plan. Our experience indicates that, generally, the minimum amount of time required for an Educational Plan that will serve as a functional link to a Facilities Plan is at least six months. (Our results are both data driven and rely on the expert opinions of faculty and staff.)
Question: Will it be possible to review this calendar with the District before or after the selection is made?

Response: *Please feel free to submit your recommended timeline.*

RFI #3: In the "Schedule of Events - the Educational Master Planner Selection," it states that the Final Completion of Education Master Plan is December 7, 2010. We were wondering, considering the RFPs emphasis on a collaborative, district-wide process, including "interactive meetings, planning charts, open forums, workshops and presentations with stakeholders," whether the completion date was actually in 2011.

Response: *Please feel free to submit your recommended timeline.*

RFI #4: The RFP references "transit-educational hubs" in several sections. Our staff has reviewed several of your district documents, including the existing educational master plans, and we cannot find any reference or description of transit-educational hubs. Can you shed some light on what a transit-educational hub is exactly and where we can find additional information?

Response: *There are two potential new educational centers to be considered and located near BART stations.*

RFI #5: Under "Background and Introduction" on page three, the RFP states, "The DEMP will provide the foundation for the new facilities master plan, to be written in tandem with the plan, but in a distinct process." And then the RFP asks us to identify a timeline for the Education Master Plan. We can certainly propose a timeline but we want to be sure it relates to the facilities master plan timeline. Any suggestions?

Response: *The schedules of both will be coordinated with the Consultant & Architect by the District.*

RFI #6: Regarding Exhibit B, Non-Collusion Affidavit, should we submit it with the proposal or is it, like the Drug-Free Workplace Certification and Certificate of Workers' Compensation Insurance, only required of the winning firm?

Response: *Upon submittal of the proposal, the Proposer is accepting all terms and conditions of the Professional Services Agreement (PSA) which includes all Exhibits A through D.*

If you have any questions regarding RFI No. B-11 or this RFI Response No.1, please contact the Office of the Facilities Planning & Management in **writing, via facsimile or email by Monday, July 26, 2010.** All other terms and conditions of RFP No. B-11 shall remain the same.

Regards,

Victoria L. Lamica
Contracts Manager
vlamica@clpccd.org

C: Bid File