



156 S. BROADWAY, SUITE 270 | TURLOCK, CALIFORNIA 95380 | PHONE 209-668-5402 | FAX 209-668-5695

REQUEST FOR INFORMATION

BID NO. 24-011

FOR

WATER RATE STUDY

INFORMATIONAL ADDENDUM NO. 1

DATED ISSUED: SEPTEMBER 24, 2024

- 1. On page four: "Prepare and present rate study to City Council at a Public Hearing in collaboration with staff." Should the proposal include scope for just one City Council meeting?**

The proposal should include scope for one City Council meeting with the option to add additional meetings if necessary.

Would the City like to see any additional City Council meetings/presentations included in the scope?

Yes, as an option to the city if deemed necessary.

Shall these meetings be scoped as in-person or virtual meetings?

The preference for the meetings is in-person.

- 2. RFP page 5 states that the proposal must adhere to the order and sections outlined while page 7 says the consultant may submit a proposal "organized according to their preference". Can the City please clarify which instructions are preferred?**

Proposals should adhere to the order and sections outlined on page 5, Proposal Formal Guidelines.

- 3. Detail on the Scope of Services is requested on both RFP pages 5 and 7: Page 7 – bullets #3 and #5 cover project team-related content. Instead of in the Scope section, is the City agreeable to this content being included in the Project Team Experience section detailed on page 6?**

Yes, it can be included in the Project Team Experience.

Page 7 – bullet #7 requests providing a "detailed cost by position for consultant's staff assigned to the projects". Instead of in the Scope section, can this information be provided in the Proposed Compensation section outlined on page 6?

Yes, it can be provided in the Proposed Compensation section outlined on page 6.

4. **Project references are requested in both page 5's Firm Experience section (minimum of five) and in page 6's References section (three or more). Did the City intend to request this information in both places? If so, can the projects overlap? If they can overlap, can the information be provided in one section only and reference readers to that section so not repeating information?**

Yes, if the projects overlap, they can be provided in one section.