

ADDENDUM #1



CONTRA COSTA COMMUNITY COLLEGE DISTRICT

RFP:

**P-908 CLASSROOM DESIGN STANDARDS PROJECT
DIABLO VALLEY COLLEGE PLEASANT HILL CAMPUS**

March 20, 2017

Addendum Date: April 6, 2017

NOTICE TO ALL CONSULTANTS (A/E):

You are hereby notified of the following clarifications below. This Addendum shall supersede the original RFP Documents and wherein it contradicts the same, and shall take precedence over anything to the contrary therein. All other conditions remain unchanged.

This Addendum forms a part of the RFP Documents and modifies the original RFP Documents dated **March 20, 2017**.

Acknowledgement of receipt of this addendum is required in the proposal's cover letter. Please clearly note the addendum date and number. Failure to acknowledge may subject proposer to disqualification.

RESPONSES TO REQUESTS FOR INFORMATION

QUESTION #1:

When does the District plan on conducting the Classroom Design Standards project? If it were to begin soon after consultant selection in May, it could potentially be difficult to gather stakeholders for input during finals and summer term.

RESPONSE TO QUESTION#1:

The Project schedule has not been finalized, but the intent is to complete work at the earliest possible date.

QUESTION #2:

Are there existing Classroom or Furniture standards for the campus or District? If so, can these be made available along with existing AV standards during the proposal period?

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RESPONSE TO QUESTION #2:

There is no formal classroom furniture or AV standard for either the District or DVC. DVC recently completed a limited test-install (3 classrooms) of a classroom chair and an ADA table. That product information will be provided to the successful proposer. The DVC Technical Committee has worked on developing AV standards. Draft documents will be provided to the successful proposer.

QUESTION #3:

Are stakeholders to be a selected group, or is your intent for these to be public/open forums?

RESPONSE TO QUESTION #3:

Stakeholders will be a select group of staff, faculty, and leadership personnel. One or more open forum presentations may be held at the discretion of DVC leadership.

QUESTION #4:

For the Data Collection Phase workshops (1.a.), is the intent to hold 3 separately timed but similar workshops to gather information from a wide range of stakeholders; or hold a series of sequential workshops with the same group to develop and refine information?

RESPONSE TO QUESTION #4:

The intent of 2.1.A.1.a is to hold a series of sequential workshops with the same group to develop and refine information.

QUESTION #5:

Will the standards created be used for other District campuses?

RESPONSE TO QUESTION #5:

The final standards may be used at other campuses.

END OF ADDENDUM #1