

**REQUEST FOR PROPOSAL
LEADERSHIP ACADEMY CONSULTANT SERVICES
FOR THE CITY OF STOCKTON, CALIFORNIA
(PUR23-037)**

ADDENDUM No. 2

DATE: 06/22/2023

To All Potential Proponents:

A. This Addendum shall be considered part of the proposal documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original proposal documents, this Addendum shall govern and take precedence. PROPONENTS MUST SIGN THE ADDENDUM AND SUBMIT IT WITH THEIR PROPOSALS.

B. Proponents are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each Proponent's Proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

PLEASE NOTE THE FOLLOWING QUESTIONS/ANSWERS/CHANGES TO (PUR 23-037). THE CITY'S RESPONSES ARE IN BLUE

Questions & Answers

1. Is this for a faculty position or job opening?

This solicitation is for consulting services.

2. Is there a page limit for the proposal, either in its entirety and/or for certain sections?

There is no page limit for the initial proposal response.

3. The selection criteria include "Proponent's approach and schedule to provide all services...", but the mandated proposal outline does not seem to include a section in which the approach should be described. Can the City please indicate where in the proposal outline (i.e. in which section) proponents should explain their approach and schedule?

Scope of Work and related documents, see section 5.0 Selection Criteria & Evaluation, page 5 of the RFP.

4. Would the City be willing to share an indicative or target budget for this work? This would be helpful in ensure we (and other proponents) submit proposals which best respond to the City's requirements.

The City does not have a target budget at this time. The City is requesting that proponents provide a Fee Schedule – completed and signed under separate, sealed cover.

5. Does the City envision that all sessions of the Leadership Academy would be held on-site and in-person, or would some session be delivered (and attended) remotely?

The City desires in-person training only, unless otherwise stated.

PROPONENT MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW AND ATTACHING THE SIGNED ADDENDUM TO THE PROPOSAL:

Company Name _____

Contact Person _____

Signature _____

Date _____

Proposals Due – Promptly by 2:00 P.M., Thursday, June 29, 2023 at the City Clerk’s Office.

-----City of Stockton Use Only below this line-----

Addendum acknowledged and signed? _____ (Procurement Specialist’s initials)