

**REQUEST FOR PROPOSAL (RFP)
CONSULTANT FOR THE DEVELOPMENT OF A NEW COMPREHENSIVE CLIMATE
ACTION & ADAPTATION PLAN
FOR THE CITY OF STOCKTON, CALIFORNIA
PUR 24-030**

ADDENDUM No. 1

DATE: April 8, 2024

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.

1. REVISED DUE DATE

The due date has **changed to Thursday, May 2, 2024**, at 2:00 p.m.

2. QUESTIONS AND ANSWERS: Please note the City has received the following questions and the City's responses to questions submitted are in [blue](#).

1. The RFP mentions a PCAP and CCAP, terms specifically related to the [EPA Climate Pollution Reduction Grants program](#). Was the City awarded an EPA grant for this process and is it required to meet the deadlines (9 months for PCAP and 2 years for CCAP) and requirements of that program? Or is this terminology used as a means to standardize language / methodology with other climate action plans? The EPA's deadline for PCAP submittal was March 2024.

[Yes, the City of Stockton has been awarded \\$1,000,000 for the CPRGP Planning grant. Legally, we are required to meet all applicable grant deadlines, however the deadlines are relative to the date of the grant agreement. Because we were awarded the grant later than other grantees our requirement to meet the March 2024 deadline for the PCAP was waived. We are still required to submit a PCAP within 9 months of the grant agreement, which will be treated more as a draft to the CCAP which will be due 2 years from the grant agreement.](#)

2. The City's Adaptation Planning Grant agreement with OPR mentions that the City will be issuing a separate RFP to contract directly with local nonprofit partners to help the City with community engagement during development of the CCAAP. Can the City share more details about the expected scope of work for these separately contracted nonprofit partners? When will the City issue this separate RFP? How does the City envision these separate contracts and scopes of work will be coordinated with the CCAAP consultant team's scope of work?

The nonprofit partner was included with the grant application and does not require the RFP process. We have an executed partnership agreement with Little Manila Rising. They will assist with the community engagement to bolster awareness and attendance, help with the development of materials and literature, and help with developing a social media campaign to reach as many residents as possible. The consultant team will participate/ administer social media workshops and stakeholder meetings.

3. Relatedly, the RFP mentions that the strategies and solutions should positively impact other communities in the MSA. Who is the audience for the CCAAP - the City of Stockton or all of the communities within the MSA?

The audience of the CCAAP is the MSA with emphasis on Stockton.

4. The RFP states on page 1 that the CCAAP will include the greater Stockton Metropolitan Statistical Area (MSA). On page 2, jurisdictions listed include Lodi, Lathrop, Manteca, and Tracy. However, Ripon, Escalon, and unincorporated San Joaquin County are also included in the MSA boundaries. Is the City's intent for the CCAAP to apply to all jurisdictions in the MSA? Yes

5. The RFP includes several tasks and deliverables that appear to be related to the U.S. EPA's Climate Pollution Reduction Grant (CPRG) program (e.g., Priority Climate Action Plan). However, the CPRG program and the City's CPRG funding or intentions with regard to the CPRG program are not mentioned in the RFP. Is the City serving as the lead agency for the greater Stockton MSA for the purposes of the CPRG program? Yes

6. Does the City currently have CPRG planning funds available to support the CCAAP project, in addition to the City's OPR Adaptation Planning grant?

Yes, the City has received both APGP and CPRG planning funds to support the CCAAP.

7. Why does the City want a PCAP and CCAAP as part of this process? Would the City be open to removing the interim PCAP deliverable?

The PCAP deliverable is a requirement for the CPRG planning grant and will be treated more as a draft CCAAP. However, it must include the PCAP elements.

8. The RFP does not mention the California Environmental Quality Act (CEQA). What is the City's current expectation for environmental review requirements under CEQA for the proposed adoption of the CCAAP?
[The City intends to perform and adhere to all CEQA environmental review requirements.](#)
9. Is the City interested in setting up the CCAAP as a "plan for the reduction of greenhouse gas emissions" pursuant to CEQA Guidelines Section 15183.5, to provide potential tiering and streamlining options for projects consistent with the plan? [Yes](#)
10. How often will staff present the CCAAP to City Council?
[Two times in total; once for the draft and once for the final.](#)
11. Please confirm whether or not the technical analysis, including the greenhouse gas inventory, greenhouse gas reduction analysis, vulnerability assessment, and LIDAC analysis; community engagement; and strategy development extends beyond the City of Stockton's jurisdictional boundary to all communities in the MSA. If so, are separate deliverables required for each community in the MSA for each of the technical tasks?
[Yes, the boundary extends to all communities in the MSA. Separate deliverables are not required for each community.](#)
12. The RFP says it will cover the MSA region. Is the expectation that each community covered in the MSA region will adopt the plan, or that the City of Stockton will adopt the plan and the planning process should identify actions that provide regional benefits?
[The City of Stockton will adopt the plan and the planning process should identify actions that provide regional benefits.](#)
13. Does the City anticipate all in-person outreach events will be in the City of Stockton or should the consultant team assume some meetings will occur outside of the city but within the greater Stockton MSA?
[Some outreach events will occur outside of the City of Stockton but within the greater Stockton MSA.](#)
14. The RFP indicates that strategies should provide benefits to the entirety of the Stockton MSA. Is the City interested in having the Climate Vulnerability Assessment & Risk Assessment, GHG Inventory, and Emissions Projections tasks cover the entire MSA, or should the scope the quantitative analyses be limited to the city limits?
[The emphasis is on the City of Stockton with regional benefits.](#)
15. Is the PCAP an internal draft meant only for review with City staff?
[We will share the PCAP with the community and City Council.](#)

16. Please elaborate on the type of analysis the City wants completed associated with: Garbage Truck Operations; Organic Waste Processing; Wastewater Treatment; Upgraded Regional Wastewater Control Facility; Installation of Solar Lights; Economic Development. Can you please define Economic Development more specifically in this context?
The intention is to review current programs and practices in evaluation of GHG emissions and how to reduce them.
17. Please confirm this is the [settlement agreement](#) referenced in the RFP.
Confirmed. The settlement agreement is also Appendix A of the [City of Stockton Climate Action Plan 2014](#)
18. Rise Stockton was listed as a partner on the adaptation grant application. What role does the City envision Rise Stockton having in the process? Does the City intend for the consultant team to subcontract with Rise Stockton directly (and/or its community partners) as part of the response to the RFP?
The City's nonprofit partner is Little Manila Rising. They have a partnership agreement with the City of Stockton. They will help with community engagement activities, bolster community awareness and participation and help with materials and literature.
19. May the consultant response reorganize project tasks / phases to streamline our response?
Yes, we welcome recommendations based on your experience.
20. Has the City been issued an extension by the EPA for the Priority Climate Action Plan?
Yes and no. Our PCAP is due within 9 months of the grant agreement. Our date of award is 4/1/24.
21. The RFP mentions a Climate Action Plan Advisory Committee as well as a Climate Pollution Reduction Committee. Are these the same committee? Will the advisory committee be formally appointed by the City Council? What role will City staff play in the formation and staffing of the advisory committee?
Yes, they are the same committee. The committee will not be appointed by the City Council. We plan to form the committee based on the initial guidelines in the 'settlement agreement'. City staff will play a significant role in the formation of the committee as the committee will include key city staff.
22. Scope of Services items 2.1.3 and 2.1.4 refer to grant requirements and deliverables. To which grant program are these tasks referring?
The APGP R1 and CPRGP Planning grants.

23. Can the City provide more information on the role of the non-profit partner(s) and on how they see the roles and responsibility being shared between the Proponent and the non-profit partners for Tasks 2.4 and 2.5?
[The non-profit partners will aid with bolstering community attendance to workshops and overall marketing for events, workshops, etc.](#)
24. How many stakeholder meetings does the City envision as referenced in Task 2.4.2?
[Likely somewhere between 5-10 meetings. But not limited to this amount.](#)
25. Task 2.4.3 says the Proponent will develop a project website upon request from the City. Is this an optional task that should be identified separately from the core project budget?
[We will need an online presence to share information with the public and create a comment portal that is different than the City website.](#)
26. Section 2.4.5 states "Proponent shall schedule informal interview early in the planning process to listen to their thoughts on the areas, opportunities, and challenges. Consultant shall:", can you clarify if interviews are expected to be in person or virtual?
[These can be either.](#)
27. Will the City provide more information about the expectations for Task 2.4.6? Does the City have a sample 'Review of Authority to Implement' from similar projects?
[This will be a collaborative effort to identify the personnel required to review and approve. This will need to be developed specifically for this project. However, we have an idea as to the flow of approval.](#)
28. Please confirm that subtasks 2.6.2 and 2.6.3 do not fall under the climate vulnerability assessment and should be grouped with another task, e.g., 2.7.
[That seems appropriate.](#)
29. Task 2.6.3 refers to a "Transit Plan". Can the City clarify which plan this is referring to, and will the City make a link or copy of this plan available?
[The transit plan that was developed as part of the 2014 CAP. The City can make this plan available when SOW begins.](#)
30. Can you please expand on the statement in Task 2.7.4 that states "Particular attention will be paid to the actions and measures that are a priority for entities not otherwise involved in any other PCAP."
[This is intended to mean that we want to prioritize measures that have not been previously identified or addressed.](#)
31. Does the City have specific models in mind for "several health and economic models" referenced in Task 2.8.1 or should the Proponent provide recommendations for those?
[Yes, please provide recommendations.](#)

32. Can the City clarify what is meant by “Climate Impact Study” that is listed as a consultant deliverable under Task 2.9.1?

Projected economic impacts of climate change on human welfare across eight sectors (building, energy use, transportation and land use, waste generation, water consumption, wastewater treatment, urban forestry, high global warming potential GHGs and off-road vehicles).

33. Does the City have examples or more information of the expected outcomes of the Low Income/ Disadvantage Communities Benefits Analysis and Climate Impact Study requested as part of Task 2.9? Should these analyses be conducted for the City of Stockton or the greater Stockton MSA?

No, the City does not have any examples. The emphasis is on the City of Stockton with regional benefits.

34. Please confirm if subtask 2.13 (implementation plan) should include a mix of greenhouse gas reduction and climate adaptation actions. Yes

35. Task 2.16 Add Alternative #1 - Building Energy Assessments. Is this task intended to be part of the base scope of work? Yes

36. Budget?

a. Has a budget been established for this project? If so, what is the budget?

Yes, we have a budget. We are estimating about a little over 60% of the grant amount for the consultant.

b. The City received a \$650,000 adaptation planning grant. What is the total budget available for the consultant team/proponent? This information will help teams prepare accurate and realistic responses to the identified scope of work.

69% of the grant

c. Can you share the project budget?

d. Is this project all or partially grant funded?

1. If so, what is the name of the grant, grant award amount, and performance period?

Fully grant funded. APGP R1 grant, \$650,000, 2-year performance period; CPRGP Planning grant, \$1,000,000 up to 4 year performance period.

37. Has a schedule been established for this project?

a. If so, what is the established schedule?

Not really. But the schedule will be determined based on the deliverable requirements of the grants.

38. Are you open to the use of GHG inventory protocols designed for city / community use that would organize results in a slightly different way than CARB’s statewide GHG inventories present the AB 32 categories?

That is something to review and consider. However, we are required to adhere to AB 32.

39. The RFP mentions both a Climate Action Plan Advisory Committee and a Climate Pollution Reduction Committee.

- a. Are these two separate committees or different names for the same committee? **Same committee. Climate Action Plan Advisory Committee**
- b. How will the Climate Action Plan Advisory Committee be formed? Will it be appointed by the City Council? How many members are expected? Will members be residents or stakeholders of the City or be expanded to represent the greater Stockton MSA? **This committee is not appointed by City Council and will be comprised of Stockton and San Joaquin County leaders and community members.**
- c. If different from the CAP Advisory Committee, what is the composition of the City’s Climate Pollution Reduction Committee? Does this Committee have an established meeting schedule? **No current established meeting schedule. Meeting schedule will be established once committee is formed for the purpose of the development of the CCAAP.**

40. Request for due date exception.

- a. Would the City be willing to extend the submission deadline until early May?
- b. Would the City be willing to extend the proposal deadline by 2 weeks?
- c. Would the City consider providing a 2-week extension on the proposal due date?

Yes, the due date has been extended to May 2nd.

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, May 2, 2024** at the City Clerk’s Office.

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

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