



Finance Department
Purchasing Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 22-11530-C
FOR
Berkeley Public Library Strategic Planning
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "B"
6/17/2022

Dear Proposer:

Questions received from proposers along with answers are attached.

Proposals/bids must be received no later than 2:00 pm, on Thursday, June 23, 3033. All responses should be sent via email to purchasing@cityofberkeley.info and have "Berkeley Public Library Strategic Planning" and Specification No. 22-11530-C indicated in the subject line of the email. Please submit one (1) PDF of the technical proposal. Corresponding cost proposal shall be submitted as a separate PDF document.

Proposals will not be accepted after the date and time stated above.

We look forward to receiving and reviewing your proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Sweet'.

Darryl Sweet
General Services Manager

Addendum “B”

Questions and Answers for Specification No. 22-11530-C

Berkeley Public Library Strategic Planning

The City of Berkeley has received questions from some potential respondents regarding **Specification No. #22-11530-C**, Berkeley Public Library Strategic Planning. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. Q. What is the budget allocated for the project?

1. A. The budget allocated is approx. \$250K.

2. Q. What local resources do you have for translation and interpretation? Specifically, do you have staff that can assist with translation of a community survey / survey responses? Is the library able to administer the survey in languages besides English and Spanish? Or should the consultant propose to handle additional languages? Are there staff members available for focus group/interview interpretation?

2. A. We do have staff available for Spanish language interpretation and translation. I think it's possible that we may have need for a few more languages that we would not be able to manage—such as Hindi, Mandarin or Cantonese. With enough lead time, we could investigate this further.

3. Q. Is there a budget for the project?

3. A. Please see answer to question #1.

Except as provided herein all other terms and conditions remain unchanged.