



Finance Department
Purchasing Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 23-11543-C
FOR

On Call Americans with Disabilities Act (ADA) Consulting Services
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "B"
01/17/2023

Dear Proposer:

This addendum changes the due date and makes revisions to the Introduction and Scope of Services.

New Due Date: Proposals/bids must be received no later than 2:00 pm, on January 26, 2023

All responses should be sent via email to purchasing@cityofberkeley.info and have "*On Call Americans with Disabilities Act (ADA) Consulting Services*" and **Spec. No. 23-11543-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,

Darryl Sweet
General Services Manager

Addendum “B”

Questions and Answers for Specification No. **23-11543-C**
PROJECT NAME *On Call Americans with Disabilities Act (ADA) Consulting Services*

New Due date: Thursday, January 26, 2023

The Introduction and Scope of Services are amended as follows:

Section 1. Introduction – see the following revisions

Main duties will include but are not limited to:

- Responding, investigating, and doing intake and making a final determination for all ADA complaints and grievances from residents.
- Responding to, evaluating, and making a final determination for all ADA complaints from residents.
- *New language:* Assist the City with the creation of a new Citywide ADA Transition Plan and Curb Cut Remediation Plan as needed.
- *Intentionally removed*
- Responding to daily inquiries from residents regarding City services.
- Consulting on building projects, ADA and CBC compliance, and commercial and residential parking.
- Serving as Access and Functional Needs Manager for City's Emergency Operations Services.
- *New language:* Serving as Secretary and Staff Liaison for the Commission on Disability during absence of City staff.
- Providing technical assistance to all City Departments on requirements and best practices related to programs, policies, physical access, and digital accessibility.
- Providing data to Caltrans and other entities as requested.
- Providing ADA-related training as needed.
- Addressing issues of community concern as they arise.
- *Other duties as needed*

Section II Scope of Services – see the revised tasks

Task 3: Assist the City with the creation of a new Citywide ADA Transition Plan and Curb Cut Remediation Plan. Tentative date for completion is **10/31/23**

Task 4: Assist the City with giving presentations to Department Heads, commissions, and City Council on accessibility matters as requested.

Task 5: Provide updates to CALTRANS and other entities on the ADA Transition Plan as requested.

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