

## REQUEST FOR PROPOSAL

### Public Questions and Responses Posted 02/22/21

### Workplace Health Consultant

### RFP #OPS-2020-002

The questions included in this document were submitted by members of the public by email.

If you have not done so already, help us improve the RFP application and process by completing an optional survey about the RFP, even if you do not plan to submit a proposal. **All responses to the survey will remain anonymous and will not impact a submitted proposal.** The survey will take no more than 5 minutes to complete. To access the survey, [click here](#).

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- 1. Is it possible for CAC to share an organizational chart showing reporting lines? It would be helpful to know how institutional power is distributed among the staff members.**

If awarded, an organizational chart can be provided to the contractor. Our agency's organizational chart is a public document and be requested via a Public Records Request.

- 2. Page 22 of the RFP says, "This contract is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal year 2018/19" – is this a typo?**

Yes, as noted in Addendum #1, this sentence now reads as "This contract is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal year 2020/21".

- 3. Can you share how set in stone the timeline is, and what flexibility might exist if the change work happens to occur at a different pace than anticipated?**

The timeline and deadlines for deliverables is subject to negotiation with the awarded contractor so long as it does not require the contract to go beyond October 31, 2021.

- 4. We noticed that you request the teams have 3 years minimum of experience working in change management, transformational leadership, mediating white supremacy, and liberation/healing management, We are planning to submit an RFP as a team, so are wondering if you are looking for our team to have a combined minimum of 3 years or each individual.**

This language is open for interpretation on behalf of the bidder.

- 5. We are wondering how flexibly you define the terms "change management, transformational leadership, white supremacy, liberation/healing management", given that many of those fields (liberation/healing management, etc) are emergent and responsive?**

While we do not directly define these terms in the RFP's Appendix 1: Glossary of Terms, these terms are flexible and approaches to each of the practices should be articulated in the RFP.

- 6. On page 31 of the RFP it asks to "list the address of the proposer's place of business (required to have a California office)", in an email, a staff member mentioned the consultant does not need to be based in California. Can you please advise?**

Addendum #1 has corrected this language in the RFP – a bidder does not have to be based in California to bid.