

March 9, 2023

TO: PROSPECTIVE PROPOSERS

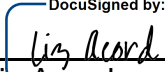
**2023 Zero Waste Implementation Plan Update  
ADDENDUM NO. 1**

**Addendum No. 1** is hereby issued to make the following updates to the Request for Proposal issued on February 23, 2023 and to answer questions submitted by prospective proposers:

1. Request for Proposals Updates:
  - a. Cover page, Request for Proposal page 3, and Exhibit C page 9 contact information for Marc Green is updated as follows:

Marc Green, Zero Waste Specialist  
City of Alameda  
Public Works  
950 West Mall Square, Room 110  
Alameda, California 94501  
Phone: 510-747-7958  
Email: [mgreen@alamedaca.gov](mailto:mgreen@alamedaca.gov)
  - b. Proposal due date is hereby extended to March 28, 2023 at 5:00 pm
2. Question: Has Public Works used any outreach/community engagement firms before? If so, which firms?
  - a. City Response: Public Works has contracted with R3 Consulting Group, Inc., Fairbank, Maslin, Maullin, Metz and Associates, Earth Island Institute, Stearns, Conrad and Schmidt Consulting and Engineers, Inc.
3. Question: Due to the large scope of work in City's request for proposals, would the City consider extending the proposal deadline to March 28, 2023 at 5:00 pm to allow proposers adequate time to fully address the City's request?
  - a. City Response: The City will extend the deadline to March 28, 2023 at 5:00 pm, see Item 1 above.
4. Question: Draft Agreement, Section 13 Approval of Sub-Providers states, "Only those persons and/or businesses whose names and résumés are attached to this Agreement shall be used in the performance of this Agreement." Does this apply only to subconsultants or are Consultants not allowed to modify any staff during the course of the project? We may want to assign hours to one of our subject matter experts for issues that may arise during the project. We may also have new hires that may be a great addition to the project team.
  - a. City Response: The City does not object to allowing modifications to consultant or subconsultant staff.

- 5. Question: Were there any scope or budget adjustments made with the City's consultant during the last Zero Waste Plan Update in 2018? If so, were adjustments made on the consultant's recommendation or upon City request?
  - a. City Response: During the preparation of the 2018 Zero Waste Implementation Plan Update, additional support tasks were requested by the City to further inform policymakers in considering the Update recommendations, and invite greater community participation in the planning process. This adjustment increased the project budget by \$14,995.

APPROVED:  \_\_\_\_\_ 3/8/2023  
Liz Accord DDC0342D... \_\_\_\_\_  
Public Works Coordinator Date

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Receipt is hereby acknowledged of Addendum No. 1, 2023 Zero Waste Implementation Plan Update

\_\_\_\_\_  
Company Name / Proposer Date: \_\_\_\_\_

By: \_\_\_\_\_

**NOTE: THIS COMPLETE ADDENDUM, SIGNED AND DATED MUST BE RETURNED WITH YOUR PROPOSAL.**