

Questions and Responses for Master Plan Request for Proposal 8-16-23

Q1. The RFP Section 6 (References) asks for three recent similar public agency projects. Would the District consider the private cemeteries as also qualifying?

Answer: The District will accept three (3) references of Master Plans performed for private cemeteries or any combination of three private cemeteries and public agency projects. The District does reserve the right to favor government agency experience in their scoring due to the nature of public funding, tax revenue, and other conditions unique to Special Districts.

Q2. Is a topographic survey available for the site?

Answer: Yes, the mapping was performed in December, 2022.

Q3. Does the District use a specific online survey tool for outreach or is the consultant expected to host and manage the online survey?

Answer: The District currently utilizes Survey Monkey.

Q4. Has a prior master plan been developed and if so, can it be shared to review content?

Answer: Elements of a development plan were previously completed in the form of a map that shows (potential) future cemetery section development. But a Master Plan on the scope we are looking for has not previously been completed. The District can supply an image of the section map referenced upon request, email josh.bonner@cvpcd.org.

Q5. What documents will be available to the consultant such as site plans, etc.?

Answer: Relevant documents include a topographic survey, architectural plans for existing buildings, map of potential new section development, an irrigation map, and road engineering maps.

Q6. Is there an anticipated budget for this work?

Answer: A budget has not been established specific to this RFP solicitation.

Q7. With the closing date the day after Labor Day, would the CVPCD consider an extension to the submission deadline?

Answer: The District has accounted for the Labor Day Holiday in the RFP closing date, closing it on Tuesday instead of Monday. Staff wishes to get a proposal into the Board by the September 8, 2023, Board meeting, which is directing the current schedule and requiring submissions by September 5th.