Sonoma County Water Agency
Supplement to Request for Statements of Qualifications

August 22, 2019

Revised Deadline for Submission
2:00 p.m., Wednesday, September 11, 2019

RE: SUPPLEMENT NO. 1 TO REQUEST FOR STATEMENTS OF QUALIFICATION FOR SERVICES RELATED TO SONOMA-MARIN SAVING WATER PARTNERSHIP WEBSITE

I. Introduction
No changes.

II. Background
No changes.

III. Local Service Provider Preference
No changes.

IV. Living Wage
No changes.
Insert new Article V following existing Article IV. Renumber remaining Articles accordingly:

V. Accessibility Standards

Firms responsible for preparing content intended for use or publication on a Sonoma Water or District/County of Sonoma-managed or Sonoma Water or District/County of Sonoma-funded website must comply with applicable federal accessibility standards established by 36 C.F.R. section 1194, pursuant to section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794(d)), and the County of Sonoma’s Web Site Accessibility Policy located at http://sonomacounty.ca.gov/CAO/Administrative-Policies/9-3-Website-Accessibility-Policy/

In addition, a completed Web Accessibility Questionnaire must be submitted along with the proposal as detailed in Section VI, Submittal of Proposals, below.

VI. Submittal of SOQs

Modified text is indicated as follows: Double-underline designates text to be inserted; strikeout designates text to be deleted.

Submit an electronic copy of the SOQ to Sonoma Water at Submissions@scwa.ca.gov by 2:00 p.m., Wednesday, September 11, 2019. Please reference TW 18/19-142 in the subject line of the email. A confirmation email will be generated in response to each submission to this email address. If a confirmation email is not received, please check spam and junk mail folders.

In addition, submit SOQs and the completed Web Accessibility Questionnaire described in Section X, Accessibility Standards above to the County of Sonoma Purchasing Department via the Supplier Portal by the deadline for submission and in accordance with Attachment 2 (Supplier Portal Registration Guide). The Web Accessibility Questionnaire can be found at: http://sonomacounty.ca.gov/Services/Webstandards/Vendor-Certification/. For questions regarding this form, please contact the County of Sonoma Purchasing Department Supplier Desk at supplier-desk@sonoma-county.org.

Submit one hard copy of the SOQ to Sonoma Water within one week of electronic submittal. Mail to the attention of Central Records, Sonoma County Water Agency, or hand deliver to 404 Aviation Boulevard, Santa Rosa, California 95403-9019. Please reference TW 18/19-142 on the front of the SOQ.

VII. Evaluation

No changes.

VIII. Contacts

No changes.
IX. Question(s)/Answer(s)

Sonoma Water responses to questions are for the purposes of interpretation and clarification of the RFQ and shall not be construed as changing, superseding, or contradicting any express term in the RFQ. Questions received are listed below.

1. **Question:** The RFQ requests the submittal of a rate schedule with hourly rates. Do you also want an estimated project budget?
   **Answer:** No. Please submit per RFQ.

2. **Question:** The RFQ states that program reorganization is required as part of the scope. Will there be additional content development required as part of our scope of work? If so, can you briefly describe how you envision the content will be enhanced from the existing website at [http://www.savingwaterpartnership.org/](http://www.savingwaterpartnership.org/) and who will be involved in this content development work (e.g. will the new vendor be required to work with each partner utility to develop and approve their content)?
   **Answer:** The reorganization reference is intended to articulate the need to refine the existing site content to make it more accessible and easier to navigate. There may be additional content development as part of the scope if the selected firm has the skill set to develop the content. One example is designing and developing a searchable plant database, which at its completion will contain about 400 plants, from which Sonoma Water customers can select their favorite plants based on approximately 25 sets of criteria. Customers can then print or save their list—similar to a shopping cart but with no financial transactions.

3. **Question:** Who will approve deliverables provided to Sonoma Water? Can you please briefly describe the deliverable approval process?
   **Answer:** Deliverables will be approved by Sonoma Water.

4. **Question:** Approximately how many pages does the current website have?
   **Answer:** The site has 226 “published” pages; there are approximately 100 pages that are actively utilized.

Sincerely,

James Jasperse, P.E.
Chief Engineer/Director of Groundwater Management

Encs

c: Carrie Pollard
   Chad Singleton
   Jessica Cyphers

KM: t:\pinks\08-19-2019\supplement rfq 1819-142.docx
Attachment 1

Declaration of Local Business for Services

No changes.
No changes.