RFP #04-WS-01
CBDA Watershed Program Partnerships Seminar Series

Responses to Questions Received Regarding the RFP
As of January 10, 2005

Responses to all written questions will be provided to all registered applicants:

1. What is the current review and quality control process for the curricula for the watershed seminar modules? Are the modules peer reviewed? What is the anticipated review and approval process for project deliverables?

    The existing curriculum was developed by the US Office of Personnel Management (USOPM) and the US Environmental Protection Agency (USEPA). A group of national experts reviewed the curriculum on a periodic basis. Review for this project's deliverables will be by CALFED staff and selected non-agency experts.

2. Has the feedback of seminar attendees been compiled and, if so, could we review feedback received to-date? If not, would CalFED provide a list of seminar attendees so that we could solicit feedback directly from them?

    There is extensive feedback from students. Each Seminar has a summary of comments and ratings that can be made available. Student rosters will not be available.

3. Can you elaborate on the anticipated audiences and uses of the web based training modules as well as the searchable database and archives?

    The make-up of each class is highly variable, with emphasis on diversity. They range from technical and science experts to retail store operators. There is no core of student type, except that each is interested in watershed management at a local level. The modules and database are to be used largely for post-seminar study and peer network interaction.

4. What are the existing "information management systems" currently used by the CalFED watershed program?

    The past system consisted of an unconsolidated set of Excel spreadsheets established by CALFED staff, and the online database/registration system of the Western Management Development Center campus of the USOPM.

5. What is the anticipated breadth and depth of the learning management system both in terms of users and content? Is it intended to strictly support seminar uses (including reference materials on seminar subject matter for post-seminar reference), or is the intent to develop and manage a single source for information (such as watershed-specific technical reports) on CalFED's entire watershed management program?

    The learning management system will be for Seminar alumni, and will cover only those topics delivered at the Seminar.

6. Will there be an oral interview following the submission of proposals?

    We do not anticipate an oral interview to follow the submission of proposals..

7. Will a list of those who requested or downloaded the RFP be provided?

    Yes, applicant information may be requested and will be available at the notice of intent to award.

8. Could CalFED provide a listing of the seminar instructors?

    Faculty rosters will not be presented as part of this RFP. Refer to Attachment 6 for a general view of content of the last Seminar.

9. As part of our budget, do we need to account for printing and production costs, or would these costs be covered by CalFED?

    In general, the only printing and production costs will be those associated with the prototypes and final products of the different product deliverables. The project budget will not need to include the production of actual classroom materials

10. Will the optional pre-bid meeting attendance list be made available to other prospective applicants?

    Yes. The list will be made available following the Question/Answer Forum on January 12, and posted to the CBDA Web site at http://calwater.ca.gov