



Town of Los Gatos  
Town Manager's Office

**ADDENDUM NO. 1**

Justice, Equity, Diversity, and Inclusion Consultant Services  
Request for Proposals

Issued April 15, 2021

Addendum No. 1 to the Request for Proposal (RFP) for Justice, Equity, Diversity, and Inclusion Services is hereby incorporated as part of the RFP document, and Proposers shall acknowledge receipt thereof on their proposal.

This addendum addresses several questions from consultants:

1. **Is it the intent that the consultant hired for this work will be implementing all the goals outlined in the Town's JEDI 2021 plan?**

No.

2. **Is it the intent that the consultant will guide an established, or yet to be identified working group, in creating the implementation plan?**

Yes, the consultant will advise the Town on implementation.

3. **Is it the intent that the consultant will mainly focus on the development and tracking of community conversations and partnerships that help inform the larger plan?**

No, the selected consultant will be asked to work on the internal (staff) engagement and community engagement.

4. **It says that the final scope of services will be determined by the Town. Is that intended to be in partnership with the community as well as the selected consultant or simply as a part of the contracting process?**


Typically, we work with the selected consultant to determine the final scope. Sometimes, there are ideas in proposals that we want to include that were not identified in the original RFP.

5. **What is the budget range for this work?**

We are on a tight budget and for that reason we are asking for proposers to provide an estimated cost for each service you are interested in providing. Community engagement is our top priority with at least one community workshop, likely remote given the ongoing pandemic.

Proposals are still due at 5:00 PM on Wednesday, April 28, 2021.

Issued By:

  
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Laurel Prevetti, Town Manager

Date: April 15, 2021

This addendum consists of 2 pages.