



THE CITY OF SAN DIEGO

January 5, 2009

VIA EMAIL: catherine@collaborativeservices.biz

Ms. Catherine Smith, JD, President
Collaborative Services
427 C Street, Suite 200
San Diego, CA 92101

Dear Ms. Smith:

Subject: 9439-09-Z-RFP, Professional Public Outreach, Involvement, and Facilitation Services for the City of San Diego Uptown, Greater North Park, and Greater Golden Hill Community Plan Update Process

This letter is to provide you with clarification to the specified hours listed in my letter dated December 23, 2008 in which the City invites you to revise your price proposal (for your primary proposal, only) and submit a Best and Final Offer in accordance with the specified changes in the scope of work.

Please note that the hours specified in my letter dated December 23, 2008 pertaining to onsite preparation (i.e. set-up) and wrap-up of the stakeholder advisory committee meetings, cluster update advisory committee meetings, workshops, and charrettes, relate to time spent onsite and not to any time spent on preparing for these events (i.e. coming up with charrette/workshop approach, how meetings are to be run, what to discuss, determining workshop stations, etc.).

The BAFO due date and time has not changed. If you have any questions, please feel free to call me at (619) 533-6441 or e-mail me at mwinterberg@sandiego.gov.

Sincerely,

Michael Winterberg, CPPB
Procurement Specialist

Enclosure

cc: File



Purchasing Division

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