October 2020 Update:

For the Monterey Police Department training, the City will include all part-time employees. This brings the count up from the originally listed 45 employees to a total of 65 employees for the Police Department Training. The employee count for the non-police focused training remains at approximately 350 employees.

Response to Questions received by October 16, 2020 deadline:

1. Is the City willing to accept proposals that are only offering engaging and interactive live, online training that are facilitated over zoom?

   Yes, the City will accept online training only proposals.

2. What is the latest point that the training can begin (roll-out), given the timeframe listed in the RFP?

   The City hopes to complete training by the end of June 2021, but this is not a hard deadline. The importance is ensuring that employees receive meaningful training.

3. We would like to propose a pre-training assessment be done prior to the start of the official training.

   The City is open to pre-training assessments, if that will facilitate more effective training.

4. Does the City of Monterey have a community assessment report and/or feedback data that we can reference, for the sake of preparation?

   The City has not done a community assessment report. The City may do so in the future. On October 6, 2020 Council adopted a resolution that directs the City Manager to develop and present to Council a comprehensive plan that incorporates policies, procedures, and priorities that address racial equity, inclusivity, equity, and diversity. See resolution here:

   http://www.isearchmonterey.org/OnBaseAgendaOnline/Documents/ViewDocument/DR AFT-RESO.DOC?meetingId=4524&documentType=Agenda&itemId=17968&publishId=13242&isSection=false.
5. Does the City of Monterey have a report of employee sentiment and/or feedback data that we can reference?

The City does not have recent feedback data from employees to provide. As we review all policies and programs to ensure that we have a diverse, fair and inclusive workforce, we do plan to solicit employee feedback and engagement.

6. Will staff and their leaders be in the same training or is it expected that the training sessions for these two groups be conducted separately?

The City is open to guidance and best-practices on logistics for training.

7. Please provide clarification on the requirement of in-person training versus when remote training can be allowed.

At this point, the City anticipates holding online trainings. If the City is able to safely open the conference center to hold small group trainings, then we will consider that option. The City is still providing remote work options for non-essential staff and following CDC, Department of Public Health, and County Health guidelines for returning employees to the worksite.

8. What, if any, impact will the Executive Order issued on September 22 advising agencies that receive federal funding to discontinue diversity and inclusion training, have on this project?

The City is a government contractor and a recipient of federal grants. The proposed agreement for training will not be federally funded and, therefore, it does not fall under Executive Order 13950.

9. If training is conducted on site, what health and safety precautions will be made to safeguard both participants and presenters? Please describe the room or site where training would be conducted, e.g., size of the room, seating arrangements, distance from presenters, etc.

Again, at this time, we anticipate that training will need to be conducted online. The City owns and operates a conference center that is currently closed. If the conference center is able to safely hold small group training in 2021, the City will likely hold training at this location, and take various measures and safety precautions. These measures will include, but are not limited to requiring masks, distancing participants and presenters by more than 6-feet, ensuring proper air
ventilation, screening participants and presenters for symptoms and temperature readings. We want to ensure that both participants and presenters feel safe. Please see the various options for room space:

https://www.montereyconferencecenter.com/facility/floor-plan/