

RFP 01-22 Risk and Resiliency Assessment, Emergency Response Plan and Business Continuity Plan

ADDENDUM NO. 2

APPROVED by the Trustees and signed by the Chairman of the Oklahoma City Water Utilities Trust this 13th day of September, 2022.

OKLAHOMA CITY WATER UTILITIES TRUST

Amy K. Simpson
Secretary

[Signature]
CHAIRMAN

The seal is circular with a double-lined border. The outer ring contains the text "OKLAHOMA CITY WATER UTILITIES TRUST" at the top and "OKLAHOMA CITY" at the bottom. The inner circle contains the word "OFFICIAL" at the top and "SEAL" in the center.

CONCURRED by the Council and signed by the Mayor of The City of Oklahoma City this 27th day of September, 2022.

THE CITY OF OKLAHOMA CITY

Amy K. Simpson
City Clerk

David Holt
Mayor

The seal is circular with a double-lined border. The outer ring contains the text "SEAL OF THE CITY OF" at the top and "OKLAHOMA CITY" at the bottom. The inner circle features the state seal of Oklahoma, which depicts a shield with a cross, a star, and a plow, surrounded by a wreath.

**RFP OCWUT 01-22: RISK AND RESILIENCE ASSESSMENTS,
EMERGENCY RESPONSE PLAN, BUSINESS CONTINUITY PLAN**

ADDENDUM NO. 2

Issued: February 11, 2022

To: PROSPECTIVE PROPOSERS

From: Jennifer Swann, Administrative Specialist *JS*

Through: Chris Browning, General Manager

Department: Utilities Department

The above reference specification was advertised in the Journal Record and released online through Periscope on November 24, 2021.

The Oklahoma City Water Utilities Trust (OCWUT) has determined a need to issue an addendum to RFP OCWUT 01-22 to complete the following: 1) Remove Training Milestone from 6.1 Risk and Resilience Assessment section of the RFP; and 2) Add Training Milestone to 6.2 Emergency Response Plan section of the RFP; and 3) Correct quantity of operational Water Treatment plants in the Oklahoma City metro area.

The following modifications are included in Addendum No. 2:

- 1) Remove Training Milestone from 6.1 Risk and Resilience Assessment section of the RFP.

L. Milestone:	TRAINING
Deliverables:	a. Review and provide comments on draft training materials
	b. Develop new training designed from latest RRA
	c. Conduct training in coordination with the Utilities RRA Team to divisional staff
	d. Clarifying divisional roles and responsibilities in the event of an emergency
	e. Work in coordination with the Utilities RRA Team, prepare/plan exercise contents, scenarios, materials, participants, location, and other exercise details.
	f. Develop final exercise scenario plan, working in coordination with Utilities ERP team.
	g. Develop and conduct tabletop exercises with RRA Team and divisional staff
	h. Satisfy all municipal, state, and federal regulatory requirements
	i. Develop a multi-year training and exercise matrix for Utilities staff

**RFP OCWUT 01-22: RISK AND RESILIENCE ASSESSMENTS,
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<i>Responsibilities</i>	a. Develop and conduct appropriate training and tabletop exercises for affected divisions
	b. Conduct training in coordination with the Utilities RRA Team to divisional staff
	c. Propose estimate of utilities operating budget to fund the training and exercise plans
	d. Recommendations on how to conduct exercises with neighboring water systems and local and regional Emergency Management Association (EMA)

2) Add Training Milestone to 6.2 Emergency Response Plan section of the RFP.

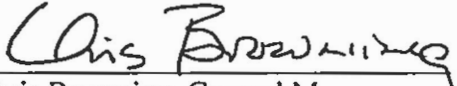
G Milestone:	TRAINING (ERP)
Deliverables:	a. Review and provide comments on draft training materials
	b. Develop new training designed from latest ERP
	c. Conduct training in coordination with the Utilities Project Team to divisional staff
	d. Clarifying divisional roles and responsibilities in the event of an emergency
	e. Work in coordination with the Utilities Project Team, prepare/plan exercise contents, scenarios, materials, participants, location, and other exercise details.
	f. Develop final exercise scenario plan, working in coordination with Utilities Project team.
	g. Develop and conduct tabletop exercises with Utilities Project Team and divisional staff
	h. Satisfy all municipal, state, and federal regulatory requirements
	i. Develop a multi-year training and exercise matrix for Utilities staff for future updates to plan
Responsibilities	a. Develop and conduct appropriate training and tabletop exercises for affected divisions
	b. Conduct training in coordination with the Utilities Project Team to divisional staff
	c. Propose estimate of utilities operating budget to fund the training and exercise plans
	d. Recommendations on how to conduct exercises with neighboring water systems and local and regional Emergency Management Association (EMA)

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- 3) Correct quantity of operational Water Treatment plants in the Oklahoma City metro area to two.

N Milestone:	IT- SITE VISITS
Responsibilities	d. Document and assess the relevant hardware, software, and network appurtenances in operation at the three two water plants, four wastewater plants, a representative sample of outlying facilities such as pump, booster, and lift stations, and the City of OKC data centers supporting the Utilities IT systems

APPROVED


Chris Browning, General Manager