



**ORANGE COUNTY WATER DISTRICT  
18700 Ward Street  
Fountain Valley, California 92708**

**ADDENDUM NO. 1  
REQUEST FOR QUALIFICATIONS (RFQ-24-002)  
ON-CALL ENVIRONMENTAL SERVICES  
May 2, 2025**

This addendum serves as written notice of the following corrections, clarifications, additions and/or deletions to any and all copies of the Request for Qualifications for On-Call Environmental Services for OCWD.

The respondent shall execute the acknowledgment form at the end of this addendum and shall attach it to the Statement of Qualification (SOQ) submitted.

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**1. Q&A Table**

- a. Please refer to Attachment A-1 of this Addendum No.1 for the QA Table.

# **ATTACHMENT A-1**

## **Q & A Table**

## On-Call Environmental Services (RFQ-24-002)

No.	QUESTIONS	ANSWERS
1	Regarding the Section 6.8 Rate Sheet, the first bullet indicates no markup for subconsultants, equipment, etc. and the second bullet states that billing rates need to include travel and transportation costs, meals, lodging, office equipment and supplies, administrative and communications fees, etc. What about costs for records searches for cultural resources, permit application fees, and CEQA review fees (for CDFW)? Can those be billed, and would any markup be allowed on them?	Cultural records search fees should be included in any proposal provided by the consultant that require a records search and they should not include any markup. We do not anticipate the consultant to pay any permit application fees or other CEQA review fees.
2	How many incumbent consultants do you have and how much were they awarded during the duration of their contracts?	There are currently three incumbent consultants. The amount awarded to each are not known as several consultants have been subjected to mergers/acquisitions during the life of the existing on-call environmental consultant period.
3	Are task orders issued on a rotating basis or are they competitively bid?	Typically, smaller work efforts (i.e. a stand-alone technical report) are requested from consultants on an ad-hoc basis. However, larger scopes of work (MNDs, EIRS, etc.) are competitively bid among the consultants that are on the on-call consultants list.
4	For the list of other public agencies we have worked for in California, does that include federal agencies or just state and local agencies?	Please include any state and federal agencies that are relevant to the scope of services that OCWD would require (such as water infrastructure).
5	Regarding Section 6.6 Experience and Record of Past Performance: Providing a complete list of public agencies in California utilizing our services over the past five (5) years would entail multiple pages. Would you prefer a list of relevant experience or a complete account of all public projects? If so, may we place the list in an appendix?	Consultants may place the list in the appendix, if preferred. Please include a list of relevant experience.
6	Regarding Exhibit A – Sample Rate Sheet: The sample rate sheet shows a ‘Current Markup’ and a ‘Proposed Markup.’ Can you clarify what is meant to be included in the ‘Current Markup’ column?	Please provide any markups as proposed markups in your proposal. Exhibit A is a sample rate sheet, which shows the current markup column as background information against the proposed markup column.
7	Does OCWD want us to include Personnel Classifications based on years of experience or education like the example shown in Exhibit A? Or can we include our standard rate sheets?	Please provide your rate sheet.
8	On page 8, the RFP states, "Also provide a complete list of other public agencies in California utilizing your services over the past five (5) years." Since our firm works with a large number of agencies across many service lines each year, the full list would be quite long and might exceed the proposal’s page limits. Would it be okay to provide a more focused list that focuses on our CEQA/NEPA and cultural resource services in Southern California over the past year?	Yes, please provide your experience focused on CEQA/NEPA and cultural resources relevant to the types of projects OCWD anticipates undertaking.

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END OF ADDENDUM

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**MANDATORY FORM**

ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1

**REQUEST FOR QUALIFICATIONS  
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ON-CALL ENVIRONMENTAL SERVICES  
May 2, 2025**

Respondent shall acknowledge receipt of this addendum by detaching, signing and attaching to his/her SOQ, one (1) copy of this sheet.

I, \_\_\_\_\_

Name of Respondent, Company Name

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Address, City, State, Zip

Hereby acknowledge receipt of Addendum No. 1 to the **Request for Qualifications (RFQ-24-002) On-Call Environmental Services** and have considered these revisions in the preparation of my SOQ. This addendum, consisting of this acknowledgement, shall become a part of any contract made pursuant thereto.

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Respondent's Signature

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Printed Respondent's Name

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Date