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DEPARTMENT OF RESOURCE MANAGEMENT



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Public Works – Engineering Services Division

February 26, 2020

**SOLANO COUNTY DEPARTMENT OF RESOURCE MANAGEMENT
REQUEST FOR PROPOSAL (RFP) FOR
ON-CALL ENVIRONMENTAL SERVICES**

RFP ADDENDUM NO. 1

TO: ALL PROSPECTIVE PROPOSERS

You are hereby notified of the following additions, changes and/or clarifications to the Request for Proposals:

1. The Request for Proposals states the following:

“Each proposal shall include a narrative describing how the Consultant will perform the required services. This narrative should show a detailed outline of the major tasks involved and the amount of time required for each.”

Since the Request for Proposals is for on-call, as-needed, environmental services, specific project scopes, and tasks required for those projects, have not yet been determined. Also, the amount of time and cost required to complete the various future tasks may differ substantially. Therefore, the narrative should simply focus on the anticipated methods that are typical for completing the requested services.

The amount of time required for each task will be determined through a task order process once the contract is awarded and is not required to be included in the proposal.

2. The Request for Proposals states the following:

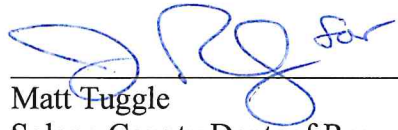
“The Consultant shall submit a cost proposal to provide services identified in Exhibit A—Scope of Work”

Since the Request for Proposals is for on-call, as-needed, environmental services, Exhibit A describes the types of services to be provided and does not define specific tasks or projects. As the complexity of projects vary substantially, the amount of time and labor types required to complete the tasks are unknown. Therefore, the cost proposal shall include a fee schedule of all potential direct and indirect costs that may be necessary to provide the types of services included in Exhibit A, Scope of Work.

The cost proposal shall include a fee schedule (listing) of hourly billable labor rates by title for all potential team members including subcontractors, as applicable, as well as any additional charges that may be billed under the proposed contract.

Please make the indicated changes and deletions to the Request for Proposals.

Sincerely,



Matt Tuggle
Solano County Dept. of Resource Management
Engineering Manager