

SAN RAFAEL CITY SCHOOLS  
310 Nova Albion Way San Rafael, CA 94903

ADDENDUM NO. 1  
TO  
REQUEST FOR QUALIFICATIONS

INDUSTRIAL HYGIENIST SERVICES  
RFP # 23-09  
Addendum Date: 08.16.2023

THIS ADDENDUM PROVIDES FOR:

CLARIFICATIONS AND RESPONSES TO QUESTIONS RECEIVED AS WELL AS  
ADDITIONAL PROJECT INFORMATION.

- 1) Are covers, section dividers, and resumes excluded from the page count?
  - a) **Response:** Yes.
- 2) Does the San Rafael City Schools consider the utilization of an analytical laboratory as a subconsultant or a subcontractor?
  - a) **Response:** subcontractor.
- 3) What was the duration of the previous on-call qualified consultant pool selection and who were the selected consultants?
  - a) **Response:** The previous qualified consultant pool ran for approximately 6-7 years and included Norbay, Terracon, Millennium & Sensible.
- 4) **Submission Deadline:** The submission deadline has been extended to Monday, August 21st by 5:00:00 p.m.
- 5) Pls advise the email address for submission of the responses to the above-referenced RFQ.
  - a) **Response:** [tryan@srcs.org](mailto:tryan@srcs.org)
- 6) The title of the RFQ lists 23-09 but the submittal information lists 23-19. Please advise which is correct.
  - a) **Response:** 23-09 is correct.
- 7) Section X.B.7 requests a staffing plan. Staffing assignments and allocation of hours for the activities described in the RFP are dependent on the

specific services requested. Please clarify the specific scope of work for which the District is requesting a staffing plan, or clarify whether the District is simply requesting a list of key individuals of the prime consultant for the activities described in the RFP with associated hourly rates.

**a) Response:** No staffing plan is necessary; we are requesting a list of key individuals of the prime consultant.

8) Section X.B.7 requests hourly billing rates. Cost estimating for sub-contractors for the activities described in the RFP will be dependent on the specific services requested (for example, Phase I Environmental Site Assessment versus pre-construction soil characterization). Please confirm that hourly rates are required for the prime consultant only.

**a) Response:** Hourly rates are only required for the key consultant and any staff which are likely to be used on a project.

9) Please clarify if the “Soils Characterization Reports” identified in the scope of services refers to a Phase II Investigation Report, a Pre-Excavation Soil Characterization Report, or a geotechnical report.

**a) Response:** It could refer to either a phase II investigation report or a pre-excavation soil characterization report. It does not refer to a geotechnical report.

10) What is the term period for the current on-call selection (based on this RFQ)?

**a) Response:** On-call period will be between 6 & 8 years.

11) Would the district prefer a statement of qualifications letter or an RFP packet?

**a) Response:** District would like a digital RFP packet.

12) Section B.3 mentions Phase 1/Phase 2 site assessments, but the scope of work in Exhibit A does not mention these, are ESAs intended to be included in the work scope?

**a) Response:** ESAs may be required by the District.

13) Please confirm whether the District requires a Certified Industrial Hygienist on the selected team for this contract. It is our understanding that the services described in the scope of work are typically overseen by California Professional Engineers, California Professional Geologists, Cal/OSHA Certified Asbestos Consultants, and CDPH Lead-Related Inspectors/Assessors.

- a) Response: Firms should have a Certified Industrial Hygienist on staff or one they can subcontract with, but do not need one for every potential contract with the District.

[END OF ADDENDUM]