

**Addendum No. 1**  
**Hazardous Materials Consulting and Testing Services**

**To:** Request for Proposals Recipients  
**From:** Santa Clara Valley Open Space Authority  
**Date:** February 6, 2026  
**Re:** Addendum 1 to RFP 2026-01

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**Addenda No. 1 consists of:**

Santa Clara Valley Open Space Authority has received the following questions in response to its Request for Proposals (RFP) for Hazardous Materials Consulting and Testing Services.

1. The RFP does not explicitly request staff qualifications, organizational structure, or resumes. However, the “Submission of Responses” section indicates that deviations from the requirements may result in a proposal being considered non-responsive. Would the inclusion of such information—if provided within one of the required sections (e.g., Experience)—be considered a deviation that could affect proposal responsiveness?
2. Can proposers include an organizational chart and key personnel information, if desired?  
  
**Consultants should provide resumes/qualifications of key personnel and organizational structure. Failure to provide qualifications will affect proposal responsiveness.**
3. The RFP limits proposals to 20 pages. Please confirm whether the following elements are included in the 20-page limit: cover page, table of contents, figures, tables, and appendices.
4. The RFP indicates that **“Proposals shall not exceed 20 pages in total”**. Does this include cover pages, cover letter, and/or table of contents?
5. Does that 20 pages include the resumes, or can those be attached in addition to the 20 pages of the proposal?

**The proposal should be limited to 20 pages in total, inclusive of all cover pages, tables of contents, figures, appendices, etc.**

**Resumes for key personnel shall be included and are part of the 20 page limit.**

6. Related to the potential debris/soil piles and 50-gal drums that are referenced in the RFP, it would be helpful if we knew the source of these piles and the contents of the drums (water, soil, waste liquid, etc.). Any additional information could help inform the type of testing and specific analyses we would need to conduct.

**Whichever firm is awarded the master contract will be provided more specific information on the soil piles and drums to generate the first task order under the contract. The proposers need not include information in their proposal about this testing task. It is provided as context to provide proposers with a sense of typical tasks.**

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7. We have reviewed the sample Contract included in the RFP and based on Clause 25 (which appears to negate CA Code 1654), are exceptions to the Contract allowed to be incorporated in our Proposal that include the addition of clarifying language and/or slight modifications so that we may best meet the intent of the Contract?

**Applicants may propose alterations to the contract in their proposal, but deviations from the contract terms could result in lower scores in the evaluation, depending on the proposed edits. The Authority reserves the right to reject a proposal on the basis of proposed deviation from the contract terms.**

8. Can you confirm whether any firms have previously been awarded this MSA or a similar contract by the Authority? If so, could you specify which firms, the type of contract, and the contract duration, and if they will be shown any preference for this contract as an incumbent?

**No firms have been awarded a similar contract in the past. This is the first contract of its kind. The Open Space Authority has worked with a variety of qualified environmental firms over its 30+ year history. Firms with prior experience working with OSA will not be shown any preference.**

9. Can the Santa Clara Open Space Authority please provide a little more detail on the scope of HASP preparation services, potentially provide a project example?

**Health and Safety Plan preparation services are expected to largely concern potential worker exposure to some of the common contaminants found in rural, open space lands. These generally include lead, asbestos, DDE/DDT, oil/diesel, and heavy metals. Typical HASP's might be related to grading in contaminated soils, which may include person air monitoring, developing appropriate PPE, and worker safety training. Grading could be around debris removal, trail construction, or habitat restoration. Workers would be doing hand removals, operating heavy equipment like excavators, and similar.**

10. Can the Santa Clara Open Space Authority please provide additional clarity on how you would like to see the pricing presented?

11. The RFP requires "pricing for all proposed services and include a breakdown of costs (by hourly, by monthly, by task, by deliverable, etc.)." Since this would be an on-call contract and the cost of project tasks would be variable based on each task order, would general rate sheets for professionals and consumables be adequate, or is the Authority seeking cost estimates per task and deliverable?

**Hourly rates for key personnel, common laboratory services, and other materials would inform the basis of cost for an individual task order.**

**Examples of similar projects and total costs of those projects performed by the consultant included in the proposals will also be used to evaluate how cost-effectively the consultant can deliver projects of varying scales and scopes. Cost-estimates per task and deliverable are not required, but project examples would ideally convey rough costs for typical tasks to be**

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performed under the contract.

Many of the Open Space Authority's projects include, limited shallow soil sampling, the development of voluntary cleanup plans, soil management plans, and health and safety plans for working in areas with trace contaminants.

12. Does Santa Clara Open Space Authority typically award task orders on a T&M basis or Lump Sum, are you open to both?

Tasks will generally be awarded on a time and materials basis. The Open Space Authority would consider Lump Sum if it's a cost-efficient way to receive the services.

13. Will only one company be selected for this contract?

Yes.

14. The RFP's scope of work includes "oversight of contaminated waste site and building remediation". Is the intent that the proposer can provide oversight of "building remediation", or that the proposer's team will be capable of performing building remediation itself (i.e. have an environmental abatement contractor as part of the team)?

The proposers only need provide oversight of building remediation projects.

15. The RFP requires "A list of at least three (3) clients (include names of contact persons, telephone numbers, brief description of the work performed) for whom the consultant has performed services similar to those required by this RFP." Would a reference at a regulatory agency who oversaw work applicable to the RFP be acceptable, or do the references need to be strictly clients.

Applicants may include whoever they think can best speak to the qualifications of the firm.