



711 W. Cinnamon Drive • Lemoore, California 93245 • (559) 924-6744 • Fax (559) 924-6708
Public Works Department

ADDENDUM NO. 1
REQUEST FOR PROPOSALS
ON-CALL GEOTECHNICAL ENGINEERING, SOILS AND MATERIALS TESTING SERVICES

Issue Date: July 10, 2026

This Addendum No. 1 forms a part of the Request for Proposals (RFP) and Contract Documents and shall take precedence over any inconsistent provisions. All proposers shall acknowledge receipt of this Addendum.

This Addendum clarifies the City's intent to evaluate qualifications independently of pricing to ensure the selection of the most qualified firm(s) while maintaining efficient contract administration for on-call services.

This Addendum is issued to:

1. memorialize clarifications discussed during the pre-bid meeting;
2. revise proposal and evaluation procedures to confirm qualifications-based selection;
3. establish separate submittal requirements for qualifications and rate schedules; and
4. Clarify administration of task orders, geotechnical reporting, drilling, and field services.

1. Pre-Bid Meeting Clarifications

A pre-bid meeting was conducted for this solicitation. The meeting was intended to provide general information and allow proposers to ask questions.

No oral statements, discussions, or interpretations made during the pre-bid meeting shall modify the RFP. Only written addenda issued by the City shall be binding.

2. Requests for Information (RFI)

All questions, discrepancies, or requests for clarification shall be submitted in writing via email to the City contact identified in the RFP.

The City will respond, if necessary, only through written addenda. Oral responses shall not be binding.

3. Revised Proposal Submittal Requirements

The section titled "Required Proposal Content" is revised to require two separate packages.

Package A – Qualifications Proposal

Package A shall contain only qualifications-based information, including:

- firm experience and qualifications;
- key personnel qualifications;
- relevant project experience;



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- technical approach;
- availability and responsiveness; and
- required certifications and forms.

Package A shall not contain any pricing information. Inclusion of pricing may result in the proposal being deemed non-responsive.

Package B – Sealed Rate Schedule

Package B shall be submitted separately and clearly labeled:

SEALED RATE SCHEDULE – NOT TO BE OPENED OR REVIEWED PRIOR TO COMPLETION OF QUALIFICATIONS RANKING

Package B shall include:

- unit rates;
- hourly rates;
- fee schedules;
- drilling and testing rates; and
- all pricing forms required by the RFP.

Package B shall remain sealed until completion of qualifications ranking.

4. Revised Evaluation Process

Qualifications Evaluation

Proposals will be evaluated and ranked based on demonstrated competence, professional qualifications, experience, responsiveness, and overall value to the City. Pricing information will not be considered in determining or ranking the most qualified firm(s).

Cost information shall not be opened, reviewed, evaluated, or otherwise considered during the qualifications evaluation and ranking process.

The City intends to select the most qualified firm(s) to perform professional services and to subsequently establish fair and reasonable compensation following completion of the qualifications ranking.

Qualifications Ranking

Following evaluation, the City may:

- rank firms based on qualifications;
- conduct interviews; and
- select one or more firms for on-call services.



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5. Opening of Rate Schedules and Negotiation

After completion of the qualifications ranking, the City may open and review the sealed rate schedules of the highest-ranked firm(s) to establish fair and reasonable compensation and to support contract and task-order administration.

Pricing shall not alter or revise the qualifications ranking.

The City may negotiate scope, rates, task orders, and contract terms with the highest-ranked firm. If negotiations are unsuccessful, the City may proceed with the next-ranked firm.

6. Clarification of Prior Rate Evaluation Language

Any reference to evaluating the “reasonableness, competitiveness, or structure of rates” shall apply only after qualifications ranking and solely for purposes of contract formation, compensation review, and subsequent task-order negotiation.

7. Geotechnical Report Clarification

The Geotechnical Report item is an authorized task-order deliverable and not a guaranteed quantity.

Scope and compensation shall be determined by written task order. No services will be compensable without written authorization from the City.

8. Drilling and Exploration Services

Drilling and exploration services shall be performed only when authorized in writing.

Such services shall not be assumed or embedded within other bid items. The prime consultant remains responsible for all drilling-related work.

9. Mobilization and Site Visits

Mobilization shall be defined as one site visit per site per day unless otherwise authorized in writing.

No additional callout charges or bundled mobilization costs shall be permitted outside authorized bid items.

10. Response Time and Availability

Consultants shall:

- respond to task orders within 48 hours unless otherwise specified; and
- provide timely field response and reporting.

Consultants shall maintain sufficient staffing to meet short-notice and priority service demands.



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11. Task Order Control

All work shall be:

- authorized in writing;
- performed under approved task orders; and
- non-compensable without authorization.

Approved contract rates will apply unless modified in writing by the City.

12. Award and Use of Multiple Firms

The City reserves the right to:

- select one or more firms; and
- assign task orders based on qualifications, availability, expertise, and the specific needs of the project.

Project-specific pricing may be negotiated on a per-task-order basis.

13. Acknowledgment

Proposers shall acknowledge receipt of this Addendum in their proposal.

Except as modified herein, all other terms and conditions of the RFP remain unchanged.

CITY OF LEMOORE

By:  _____

Date: 7/10/2024