

ADDENDUM NO. 1

(Issued July 16, 2026)

**Request for Qualifications
Civil Engineering Consulting Services for
Various School Sites
OUSD Project #26061**

The following changes, additions, modifications and corrections hereinafter set forth shall apply to the proposal documents for the project and shall be made a part thereof and subject to all the requirements thereof, as if originally specified and/or shown;

Question #1

We have offices In the Eastbay, but not in Oakland. Would we be able to still submit an RFQ.

District Response #1

A firm's lack of an office in Oakland does not automatically preclude it from consideration, provided the firm demonstrates compliance with the District's Local Business Utilization Policy. For example, a proposed team that includes certified firms meeting the District's LBU requirements would be considered responsive to the RFQ.

Question #2

We are assuming that we would include Exhibit C in the appendix, please confirm.

District Response #2

Yes, Exhibit C could be placed in the Appendix.

Question #3

We are assuming that we do not include Exhibit B in this response. Please confirm. If we are to include these forms, we assume they will be placed in the appendix (not be included in the page count).

District Response #3

Exhibit B is provided for reference and does not need to be included in the SOQ submittal.

Question #4

We are assuming that we should provide the insurance-related information in the appendix, please confirm.

District Response #4

Insurance documentation could be placed in the Appendix.

Question #5

We are assuming the Cover, TOC and tabs are excluded from the 15 page count max, please confirm.

District Response #5

Covers, TOCs, and tabs will not count against the 15 page count maximum.

Question #6

Relevant Project Experience. Will OUSD consider comparable higher education, municipal, or other public-agency projects completed within the past three years in addition to K–12 projects?

District Response #6

Yes, the District would consider other public agency experience.

Question #7

Services Offered

Are firms required to demonstrate qualifications for every service listed in the RFQ, or may a firm submit an SOQ for a subset of services for which it wishes to be considered?

District Response #7

Firms are not required to demonstrate qualifications for every service listed in the RFQ and will accept a subset of services that aligns with the firm's areas of expertise.

Question #8

Fee Schedule and Escalation

May firms submit a fee schedule for the first contract year, with an identified maximum annual rate increase percentage, rather than separate rates for each contract year?

Section D. 2.4.1 requests that in addition to providing hourly billing rates, the consultant provide "a breakdown of associated costs for all tasks proposed (including contingency costs per task)." Given the wide variety of services included in this RFQ, a breakdown of costs by task is not feasible. Please confirm that hourly rates for the prime consultant and key sub-consultants are sufficient.

District Response #8

A submission of a fee schedule for the first contract year and providing an increase percentage for the subsequent contract duration would be acceptable.

Submitting only hourly rates for the prime consultant and key sub-consultants would be acceptable.

Question #9

Markups and Reimbursable Costs

May firms apply a pass-through charge to subconsultant costs, so long as they are identified in the project-specific proposal?

Are reimbursable expenses allowable, so long as they are identified in the project-specific proposal?

District Response #9

Yes, Section 5.1 of the District's standard Agreement for General Services provides for that provision.

Question #10

Partners and Subconsultants

Must all partners and subconsultants be identified in the SOQ, or may additional firms be added after award based on task-order needs? Please also confirm whether commitment letters or executed teaming agreements are required at the SOQ stage, including for firms proposed to meet Local Business Utilization requirements.

District Response #10

Firms shall identify key personnel (i.e., principal-in-charge, project engineer, etc.) with a detailed resume that would be assigned to the agreement. Commitment letters and/or executed teaming agreements are not required. Firms shall provide detailed narratives as outlined in the Local Business Utilization Affirmation Worksheet (Exhibit “C”).

Question #11

Anticipated Awards and Workload

How many firms does OUSD anticipate selecting, and can the District provide an estimate of the anticipated number, size, or annual value of task orders?

District Response #11

The District anticipates executing master agreements with three firms. Potential projects are still in the planning stages. Therefore, detailed scopes of work are not available at this time.

RECEIPT OF THIS ADDENDUM (AS WELL AS PREVIOUSLY ISSUED ADDENDA) MUST BE ACKNOWLEDGED IN THE PROPOSAL.