



Sonoma County Agricultural Preservation and Open Space District (Ag + Open Space)

ADDENDUM NO. **1**
SUBJECT: **Addendum Number 1 to RFP No. 2117**
 RFP for Ag + Open Space Public Outings + Youth Education Program FY26-29
DATE: **January 27, 2026**

This addendum is issued to furnish information that is supplemental to, will clarify, or modify the above-referenced solicitation.

SUPPLEMENTAL INFORMATION:

Include questions and answers here.

Question 1: Is the following summary of the Living Wage requirement still accurate?

- Living Wage is **\$23.15/hr. as of July 1, 2025.**
- Types of employees exempt from LWO include interns, California Conservation Corps, Sonoma County Youth Ecology Corps, Probation SAC, seasonal employees (less than 6 months).
- If an employer contributes towards either health care benefits or retirement plan, they are credited \$1.50/hr towards compliance with living wage. If an employer offers both, they are credited \$3.00/hr towards compliance with living wage.
- The living wage will be updated annually and take effect on July 1.

Answer 1: You are correct the current living wage rate is \$23.15 per hour as of July 1, 2025. Additional information is attached from the County of Sonoma Purchasing that will help answer your following questions. Here is the link to the Living Wage Website for the County: <https://sonomacounty.gov/development-services/sonoma-public-infrastructure/living-wage>

Question 2: If the living wage is being updated annually, what is the living wage increase anticipated/scheduled to be for 2026, 2027, and 2028?

Answer 2: There is no way to determine the living wage increase anticipated/scheduled to be for 2026, 2027, and 2028 as the increase in living wage is a Board Approved item. Please refer to Living Wage Website for the County: <https://sonomacounty.gov/development-services/sonoma-public-infrastructure/living-wage> for accurate living wage.

Question 3. Is there an anticipated minimum or maximum annual award per consultant?

Answer 3: No. The annual budget of the program is expected to be up to \$650,000. This is the total program budget, covering all contracts that will be awarded. Per consultant contracts vary, and often historically fall within the range of \$50,000-\$150,000.

Question 4. Can a municipality participate as a consultant under this RFP?

Answer 4: Yes, a municipality may submit a proposal as a possible consultant under this RFP.

Question 5. Can a for-profit corporation (Corp, S-Corp, LLC, etc.) apply as a prime consultant, a co-prime consultant or as a subconsultant under this RFP? Does Ag + Open Space have a preference for the role for-profit corporations should hold under this rfp: prime consultant, co-prime consultant or subconsultant?

Answer 5: Yes, a for-profit corporation may apply as a consultant or in conjunction with another organization as a subconsultant under this RFP. There is no preference for entity type under this RFP.

Question 6. In a joint venture involving a municipality and an S-Corp, will Ag + Open Space require both entities to sign the professional services agreement as co-primes? If so, will both entities be required to separately and individually be responsible for meeting the insurance and administrative requirements of this RFP?

Answer 6: Ag + Open Space will require the primary consultant to sign the professional services agreement. From section 9.12 in the professional services agreement included in the RFP:

9.12 Subcontracts. Consultant shall require all subcontractors to enter into an agreement which shall provide to District all the same rights and protections as set forth in this Agreement at Section 9 (Representations of Consultant), Section 6 (Insurance), and Section 5 (Indemnity), so as to require all such subcontractors to indemnify and defend District to the full extent of Consultant's indemnity and defense obligations.

Question 7. Does Ag + Open Space have target or minimum expectations for the number of public outings, youth education experiences, or participants per fiscal year?

Answer 7: No. The maximum and minimum number of youth education experiences or participants per fiscal year should be projected in your proposal, but Ag + Open Space does not set minimum or maximums to allow space for organizations of diverse capacities to participate in this program.

Question 8. Will evaluation emphasize participation numbers, demographic reach, learning outcomes, or qualitative feedback? How will Ag + Open Space consider programs in which fewer participants are positively impacted but on a more meaningful level on equal footing as programs with broader reach but less depth?

Answer 8: Yes, Ag + Open Space will consider demographic reach, learning outcomes, and qualitative data with an emphasis on qualitative data. We encourage all interested applicants to submit a proposal, regardless of the number of participants they have the capacity to serve.

Question 9. How will proposals of different program scales be evaluated relative to their proposed budgets?

Answer 9: All proposals will be evaluated using the same scale, but Ag + Open Space will be looking for a balance between budget, and program scale and impact. We recognize certain programs can be more or less expensive to run based on capacity, resources, community needs, etc., and are most interested in seeing budgets efficiently used to best serve priority audiences. While the proposal should include program budget(s), budgets and scope of work will be further negotiated after notice of award is given, and during the contracting process.

CLARIFICATIONS:

1. Section M Living Wage on page 18 has a broken link. The correct link is <https://sonomacounty.gov/development-services/sonoma-public-infrastructure/living-wage>
2. Attachment 2, Exhibit D on page 36 has an incomplete sentence. The section on Property-Specific Staff time should read:
Property-Specific Staff time – Any staff time associated with the planning, implementation, or evaluation of property-specific programs.

All other terms and conditions of Solicitation No. SC001- 2117 remain unchanged.

Please sign and date below as acknowledgment of receipt of Addendum No. 1 and include with your submittal.

Signature and Date: _____

Printed Name: _____

Firm: _____

County of Sonoma

Living Wage Ordinance Notice to Employees

Living Wage Ordinance Wages

Your employer is a covered employer and must comply with the County's Living Wage Ordinance. Unless an exemption applies, if you work minimum time* on the contract with the County or at a County property, you must be paid no less than the following hourly rates:

Effective July 1, 2025 – June 30, 2026

- \$23.15 (if no benefits)
- \$21.65 (if with either health or retirement benefits)
- \$20.15 (if both health and retirement benefits provided)

This rate is subject to annual increase, effective each July 1.

Your other rights under the Living Wage Ordinance include:

Paid Time Off (PTO)

In addition to any paid or required holidays, PTO for full-time employees is 12 days and is pro-rated for part-time employees. PTO may be used for sick leave, vacation, or other time as allowed by law.

Part Time Hours

Employers generally must seek to maximize the number of full-time positions and must make best efforts to offer additional work hours first to existing, qualified part-time workers before hiring additional part-time workers or subcontractors.

*20% or eight (8) hours per week.

If you think your Living Wage Ordinance rights may have been violated, you may file a complaint by calling 707-565-2550, emailing purchasing@sonoma-county.org, or by sending correspondence to:

County Administrator's Office
Re: Living Wage Ordinance
575 Administration Dr.,
Suite 104-A
Santa Rosa, CA 95403

If you report a violation or perceived violation, employer retaliation is prohibited.



View the Living Wage Ordinance at

<https://sonomacounty.ca.gov/living-wage-self-certification-for-suppliers>

Definitions for purposes of this document:

- **County of Sonoma (“County”)**: the political subdivision of the state governed by the Board of Supervisors
- **county**: the cities and towns located in the geographical location of Sonoma County
- **Living Wage Ordinance (LWO)**: Sonoma County Code Section 2-373 et seq.

Living Wage Ordinance (LWO) Summary

General Applicability: Contracts with County

The LWO generally applies to:

- For-profit service contractors that have service contracts with the County of Sonoma totaling \$25,000 or more in a 12-month period; applies to subcontractors
- Non-profit service contractors that have service contracts with the county of Sonoma totaling \$50,000 or more in a 12-month period; applies to subcontractors
- Entity or person who is an economic development assistance recipient of an amount from the County of Sonoma totaling \$100,000 or more in a 12-month period

In general, the LWO:

- Applies only to those covered employees who reside in the U.S.
- Applies only to those covered employees who spend 20% or more, or 8 hours or more per week, of his/her work time on work arising from or in connection with the subject contract

General Applicability: County Lessees, Concessionaires

- Applies to those County real property agreement holders that employ 25 employees or more (regardless of location) and have \$350,000 or more in annual gross receipts; applies to certain types of sub-agreement holders and subcontractors

General Applicability: Fair

- Fully applies to Fair lessees and service providers
- Fair temporary or seasonal employees: must be paid living wage rate (other LWO benefits do not apply)
- Fair vendors and concessionaires are exempt
- Fair permanent employees, as County of Sonoma employees, are exempt

Rate

Effective July 1, 2025, the County of Sonoma’s living wage rate is \$23.15 per hour.

- If covered employer offers either health or retirement benefits, the rate is \$21.65 per hour (\$1.50 less than the current rate)
- If covered employer offers both health and retirement benefits, the rate is \$20.15 per hour (\$3.00 less than the current rate)
- Rate will change annually based on the October Consumer Price Index for the San Francisco Bay Area published by the Bureau of Labor Statistics, with the effective date of any rate change to be July 1 of the following year
- Every four years, there will be a periodic review and potential of the living wage rate that is separate from the annual cost-of-living increase

Living Wage FAQ

Does the County of Sonoma's Living Wage Ordinance (LWO) apply to all wage earners who work in the county?

No. The LWO generally only applies to certain service contractors that have a contract with the County of Sonoma, certain economic assistance recipients, and certain leaseholders and others who use County of Sonoma property.

I'm an employee at an LWO-covered contractor of the County. My employer offers both health and retirement benefits and so my employer receives \$3.00 off the current living wage rate and pays \$20.15 per hour. If I voluntarily decline both health and retirement benefits, am I entitled to receive the full LWO rate of \$23.15 per hour?

No. The County of Sonoma encourages its contractors to offer health and retirement benefits to their employees, so if an individual employee can subscribe to either of these benefits but voluntarily declines, the employer still receives the relevant "discount."

I'm an employee at an LWO-covered contractor of the County. My employer offers health plan options for me and my dependents. Does my employer have to cover the full cost of the insurance premiums for me and my dependents, to qualify for the reduced LWO hourly rate?

No, payment of the full cost of insurance premiums is not the only way to satisfy the LWO for purposes of the wage credit. The LWO (Sonoma County Code 2-377(c)) states that an employer who "contributes to the provision" of health care benefits for covered employees and their dependents may take the wage rate credit. What it means to "contribute" could mean a wide variety of things. For most small-size (less than 50 full time employees) employers, any health care plan provided is a 'contribution' since such employers are not legally obligated to provide any health insurance in the first place. And while plan coverage and details such as premium costs do vary, employer-sponsored health care plans typically offer favorable coverage, cheaper rates, and other advantages, such as being payable on a pre-tax basis. These benefits and advantages all may serve as ways that an employer can "contribute" to provision of health care for LWO wage credit purposes.

I'm an employee for a private company that leases a building from the County in Santa Rosa. My job requires me to drive around the North Bay to serve our customers and I am rarely at the Santa Rosa building. My company has no other contracts with the County or any of its affiliated entities. Am I entitled to living wage rates under the LWO?

Most likely, no. For purposes of determining applicability of the LWO relating to employers who lease County property, the LWO (Sonoma County Code 2-376.1(b)) defines covered workers as only those who spend 20% or more of work time, or eight hours or more per week, on work at "the subject property," which here would be the leased property. For your company, drivers who do spend the minimum time at the leased building would be entitled¹ to living wage rates, whereas those drivers who don't, would not.

¹ Assuming the company is otherwise a covered employer, in accordance with Sonoma County Code 2-376.1(a).