

REQUEST FOR QUALIFICATIONS (RFQ) FCARC-00183

For

Professional Technical, Planning and Legal Services
for Comprehensive Updates to the
Riverside County Flood Control and Water Conservation District's
(District)
California Environmental Quality Act Guidelines and Processes



Administrator:

Marilyn Weisenberg

Administrative Services Supervisor

Purchasing Finance Division

Riverside County Flood Control and

Water Conservation District

1995 Market Street

Riverside, CA 92501

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1.0 This Addendum is part of the RFQ. All other terms of the RFQ remain unchanged and in effect. This Addendum is intended to provide additional information and/or to change requirements in the above-referenced RFQ. Any information contained herein will be considered part of the RFQ and as such will be used in the evaluation of the bid responses. Attention all potential bidders, if you have already submitted your quote prior to the bid closing date, please review this Addendum and re-submit your bid response, should this Addendum modify your initial bid response.

2.0 Respond to the quote at: **Administrator - Marilyn Weisenberg**
Administrative Services Supervisor-Purchasing
1995 Market Street
Riverside, CA 92501
RFQ FCARC-00183
Professional Technical, Planning, and Legal Services for Comprehensive Updates to the District's California Environmental Quality Act Guidelines

3.0 The bid response shall be submitted by 1:30 p.m. PST on the closing date of **02/26/2024**. Bid responses not received by the District by the closing date and time indicated above will not be accepted. The District will not be responsible for and will not accept late bids due to delivery issues.

4.0 QUESTIONS FOR CLARIFICATION IN REFERENCE TO THE RFQ.

1. Can you clarify the Key Personnel requirement for an environmental law and natural resources attorney (Section VI. (C))? We're seeking clarification on whether the District is looking for a team member with a legal background to inform the CEQA guidelines process, or if the District is looking for legal advice from the selected consultant team.

Response: The District is requiring the inclusion of an environmental law and natural resources attorney as Key Personnel. The expectation is that an attorney will have a key role throughout the project delivery process, specifically, but not limited to providing oversight with the overall approach and scope of services, and QA/QC for providing legally sound comprehensive update of our CEQA guidelines and processes, and related CEQA document, as well as consistency with the Riverside County's two MSHCPs. The attorney would provide legal background and legal advice to the Team and District, as needed.

2. Can you please explain the selection process? Will a formal proposal with a detailed scope and budget be requested after the interviews, or will the scope and budget be determined after the award but before the contract execution?

Response: This RFQ is to review qualifications for the Team and an overall approach and scope. The top ranked firms will be asked to present their approach via a presentation. The top-ranked presenting firm will then be asked to provide a detailed scope and budget. The scope and budget will be determined and negotiated with the top ranked firm, after the presentation, but before the contract execution. If the District and the top ranked firm cannot come to an agreement, the District could enter into negotiations with the next ranked firm.

3. My team would like to review the existing District Rules for CEQA (1982 version mentioned in the RFQ). Please let me know where I can obtain a copy.

Response: The District is providing a copy of the 1982 version as part of the Addendum to the RFQ, for reference. The District currently applies the State's CEQA Guidelines and does not actively use the 1982 guidelines, as they are outdated. The 1982 guidelines should not be used or considered as a baseline or standard for this effort.

4. Does prevailing wage apply to the scope of work under this project?

Response: Prevailing wage does not apply to the scope of work under this project.

5. The RFQ requests information under VI. SOQ Package Requirements, C, Firm and Staff Experience, but is not clear on which of the two acceptable pdf forms this information should be included within. Please confirm where this information should be supplied.

Response: The Firm and Staff Experience should be included in the SOQQ.pdf. Please provide a cover page at the beginning of the Firm and Staff Experience.

6. Section VI of the RFQ requires Section C, Firm and Staff Experience. Can the District please confirm if Section C should be submitted as its own document, which would mean consultants would submit 3 PDFs instead of 2? Alternatively, should consultants include Section C within the SOQQ PDF or within the Signature Authorization PDF?

Response: Please see the response to Question 5.

7. Will the District permit a cover letter to precede Section C?

Response: Yes, please see the response to Question 5.

8. Section VI, Section C, Firm and Staff Experience, requests licenses or certifications in the key personnel table. Will the District permit additional qualifications in the table, such as education or project experience?

Response: Table 3 in Section VI-C serves as an example with minimum requirements. Respondents can enhance the table and provide additional information that they deem to be relevant and responsive to the District.

9. Section VIII, SOQ Evaluation Process Criteria includes some requirements not listed under Section VI, C, Firm and Staff Experience. For example, the evaluation criteria lists "proximity" under the criteria description, but it is not included as information to address under Section C. Within Section C, shall consultants include a description of how we meet the evaluation criteria?

Response: Section VI-C provides a summary of minimum requirements that the District is expecting. Respondents may enhance their submittal with additional information that they chose to highlight in response to the requested statements in Section VI-C.

Riverside County Flood Control and Water Conservation District
1995 Market Street, Riverside, CA 92510

RFQ #FCARC-00183
Closing Date: 02/26/2024 at 1:30 p.m. PST

Attachment A
District Rules for Implementing the California Environmental Quality Act.

*Please See Separate PDF File.