



THOMAS L. BOLICH
DIRECTOR OF PUBLIC WORKS

County of Santa Cruz ⁰²⁸¹

DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 95060
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AGENDA: OCTOBER 24, 2000

October 12, 2000

SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street
Santa Cruz, California 95060

SUBJECT: REQUEST FOR PROPOSAL FOR REVEGETATION, LANDSCAPE
INSTALLATION AND MAINTENANCE SERVICES FOR THE
DEPARTMENT OF PUBLIC WORKS

Members of the Board:

The Department of Public Works, in the development of many of our road, bridge, drainage and sanitation improvement projects, is required under CEQA (California Environmental Quality Act) or NEPA (National Environmental Protection Act) to mitigate for any loss of a riparian corridor or sensitive habitat. Currently there are numerous projects related to these environmental issues that require attention this winter for revegetation work. In order to accommodate this need, Public Works would like to contract for **biomitigation/revegetation** services for these current and future projects. Attached for your consideration is a proposed Request for Proposals to be distributed to consultants qualified in habitat restoration projects. Funding for these services is included in the various project allocations.

After review of the proposals, the selected specialists will be contacted for interviews with Public Works staff, and we will begin negotiations with the finalists on scope of work and compensation. Proposed agreements will then be presented to the Board of Supervisors upon **successful** completion of negotiations.

It is therefore recommended that the Board of Supervisors authorize Public Works to begin distribution of the Request for Proposals for Revegetation, Landscape and Maintenance Services and return on or before December 12, 2000, with contracts for consideration by your Board.

Yours truly,

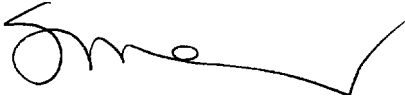


-THOMAS L. BOLICH
Director of Public Works

CS:mg

Attachments

RECOMMENDED FOR APPROVAL:



County Administrative Officer

copy to: Public Works
 Ken Hart, Planning Department

**COUNTY OF SANTA CRUZ DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSALS FOR
REVEGETATION, LANDSCAPE AND MAINTENANCE SERVICES FOR
DEPARTMENT OF PUBLIC WORKS PROJECTS**

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The County of Santa Cruz Department of Public Works is seeking several landscape restoration consultants for erosion control, bioengineering revegetation techniques, landscape installations, and maintenance services for various Public Works projects.

Proposals for revegetation, landscape installation and maintenance services should be submitted to the Director of Public Works, County of Santa Cruz Department of Public Works, 701 Ocean Street, Room 410, Santa Cruz, California, 95060, no later than noon on November 6, 2000. The project scope of work and instructions for submitting proposals are attached.

The Department of Public Works hereby notifies all consultants that it will **affirmatively** insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals and will not be discriminated against on grounds of race, color, or national origin in consideration for selection.

Yours truly,



THOMAS L. BOLICH
Director of Public Works

Date: _____

REVEGETATION, LANDSCAPE AND MAINTENANCE SERVICES FOR DEPARTMENT OF PUBLIC WORKS PROJECTS

General Proposal Requirements

1. Description of Project

The project includes the revegetation, landscape installation and maintenance of Public Works projects at various locations throughout the County of Santa Cruz as needed.

2. Scope of Work

Revegetation shall consist of erosion control, bioengineering revegetation techniques, landscape installations and maintenance services for various Public Works projects during construction or subsequent to the completion of the project. The primary purpose of the revegetation, landscape and maintenance services is to incorporate appropriate plant habitats into the structural components of the project design.

3. Submittal

Three (3) copies of the proposal should be submitted no later than noon on November 6, 2000. Proposals shall be submitted to:

Director of Public Works
County of Santa Cruz
Public Works Department
701 Ocean Street, Room 410
Santa Cruz, CA 95060

Provide the following note on the mailing label: "Revegetation, Landscape and Maintenance Services for Department of Public Works Projects."

4. Consultant selection shall be based on evaluation of the consultant's formal proposal. The formal proposal will be evaluated by a panel of revegetation specialists. Evaluation criteria used to select the consultant will include, but not be limited to the following:

- a. Qualifications of the proposed consultant (consultant must be a qualified restoration specialist with experience in similar projects).
- b. Demonstrated understanding of the scope of work.
- c. Demonstrated capability to explore and develop innovative or advanced revegetation techniques, and alert County to potential problems and alternative solutions.
- d. Past performance in similar projects related to cost control, quality of work and communication.
- e. Present workload of the consultant.
- f. Familiarity with Best Management Practices (BMPs), and County requirements and procedures for the type of work requested.
- g. County's prior experience with consultant.

- h. Familiarity with the biology and vegetation in the project areas.
- i. Familiarity with Department of Fish and Game and other regulatory agencies' requirements and procedures for the types of work requested.

5. Proposal Format

The proposal shall include the following:

- a. Project Description - A narrative statement describing the consultant's understanding of the work and the County's needs, based upon the request for proposal and available information. In addition, include expertise and background in habitat restoration services.
- b. Work Plan and Schedule - A complete description of the services proposed and the firm's standard hourly fee schedule.
- c. List of references and project site locations.

6. Contract Agreement

The County intends to award a contract to the best qualified firm with compensation based on a force account payment (time and materials). Attention is directed to Section 9-1.03, "Force Account Payment," of the Standard Specifications, State of California, Department of Transportation. The consultant should review the Contract Agreement and be aware of the various requirements.

7. Compensation

The fee proposals will be opened after the proposals are ranked for comparative purposes. Contract negotiations will be conducted with the firms deemed most qualified. Contract negotiations will begin with the top ranked consultants after notification of the final selections. Negotiations will include compensation on a time and material basis and staff assignments. In the event that an agreement cannot be reached with one of the top ranked consultants, negotiations will be terminated with that consultant and negotiations will begin with the next ranked consultant.

All cost proposals shall be subject to a pre-award audit, and therefore all accounting procedures shall be in a format that conforms to Code of Federal Regulations (CRF) 48 Chapter 1, Part 3 1 and CFR 49, Part 18. These regulations shall be used to determine the allowability of the individual items of costs and the administrative requirements for grants to local governments.