

REQUEST FOR QUALIFICATIONS (RFQs)

Contact: Carol Huchingson
Lake County Administrative Office
255 N Forbes Street
Lakeport, CA. 95453

Request Return to: Lake County Administrative Office
255 N Forbes Street
Lakeport, CA, 95453

Request Return Information:

RFQ responses submitted are subject to the stipulated Terms and Conditions and in accordance with the specification attached hereto and will be accepted no later than April 30th, 2021 at 5:00 p.m. at the Lake County Administrative Office, 255 N Forbes Street, Lakeport, CA. 95453 for our initial list of qualified applicants. The submission of future applicants who meet the requirements will be remain open ended for future additions to our qualified applicant list.

DESCRIPTION OF SERVICES

This Request for Qualifications is a solicitation by the County of Lake for any business/agency/entity that provides a newspaper of general circulation, in the County of Lake, where the County may publish its legal notices and other public notifications.

This solicitation is not competitive and the County of Lake makes no guarantee of business to any recipient of a nonexclusive Agreement.

The period of this agreement is continuous; however, the County of Lake reserves the right to cancel this agreement at any time.

SECTION ONE - OVERVIEW AND GOALS

The County of Lake intends to develop a roster of qualifying local newspapers of general circulation who are eligible to publish legal notices and other public notifications.

SECTION TWO- TERMS AND CONDITIONS

Section 2.1 Response Check List

Each Respondent to this solicitation must complete and sign the Response Check List (attached hereto as Attachment "A"). An unsigned Response Checklist shall be rejected.

Section 2.2 Information Required

Each Respondent is expected to inform the County, in advance of publication, of the cost of submitting legal notices or public notifications as well as the time it will take for the submittals to be published.

From this solicitation, a listing of qualifying respondents will be developed.

Section 2.3 Compliance with all Applicable laws and Agreement Terms

All qualifying respondents shall maintain the status of qualifying as a newspaper of general circulation as according to California Government Code Section 6008.

Section 2.5 Notice of Agreement

Qualifying Respondents will be mailed a Nonexclusive Agreement to be entered into with the County of Lake for the provision of services as described herein.

Section 2.7 Nonexclusive Agreement

The County shall have the right to go outside of an agreement reached with a Qualifying Applicant to obtain similar services from another source or, when necessary, add new qualifying respondents to meet its obligations of public notifications.

Section 2.8 Multiple Awards

In order to ensure adequate service levels and coverage of County requirements, the County may select multiple respondents that qualify for the necessary service. Each department of the County of Lake, when requiring this service, will have the opportunity to choose which respondent will provide the service.

SECTION THREE- SUBMISSION REQUIREMENTS

Section 3.1 Response Requirements

Provide proof of having been adjudicated to be a newspaper of general circulation for the County of Lake under California Government Code Section 6000 or 6008. Or provide evidence of meeting all of the criteria to be adjudicated a newspaper of general circulation under California Government Code Section 6000 or 6008, for the County of Lake.

Section 3.2 Contact Information

Provide contact information for submittals and payments for services rendered.

Section 3.3 Fee Proposal

Submit a fee proposal describing the fees for services rendered as described herein.

Section 3.4 Timeframe Proposal

Submit a timeframe proposal describing the amount of time needed to provide the services as described herein once submittal from the County has been completed.

Lake County Newspaper of General Circulation

Response Checklist

Business Name: _____

Physical Address: _____

Mailing Address: _____

Phone Number: _____

Alt Phone Number: _____

Email: _____

Alt Email: _____

Fee Proposal: _____

Timeframe Proposal: _____

Newspaper of General Circulation Proof: _____