



Legislation Details (With Text)

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On agenda: 3/12/2024 **Final action:**

Title: Approve the Qualified List from the Request for Qualifications for On-Call Landscape Architecture and Planning Services

Sponsors: Public Services

Indexes:

Code sections:

Attachments: 1. Qualified List - Landscape Architecture and Planning Services

Date	Ver.	Action By	Action	Result
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Memorandum

Date: March 12, 2024

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Lars Ewing, Public Services Director

Subject: Approve the Qualified List from the Request for Qualifications for On-Call Landscape Architecture and Planning Services

Executive Summary:

In December 2023 the Public Services Department solicited a Request for Qualifications (RFQ) for professional landscape architecture and planning services. The general scope of work requested was for landscape architecture and planning services for park, trail, and facilities projects. Examples of services include system planning, site master planning, community outreach, environmental studies, CEQA/NEPA analysis, regulatory permit assistance, conceptual/schematic designs, construction documents, specification writing, construction site inspection, GIS mapping, land management consultation, and other related tasks. There were no specific projects intended for the solicitation; rather, the objective was to establish a list of firms most qualified to complete the type of services requested, with the intent to enter into contracts for specific projects in the future, as the need arises, with a firm (or firms) from that list.

Public Services received thirteen responses to the RFQ. A selection committee reviewed the responses in accordance with the County’s Policy for Review and Selection of Professional Consultants and Other Contract Service Providers, which resulted in a short list of firms to consider for future work. The qualified list is based strictly on the requirements and criteria of the County’s RFQ and does not in any way reflect judgment of any responding firms’ capabilities to perform work

outside of this specific solicitation. Public Services, as well as other departments, may use the resulting list for contracts on an “as-needed” basis depending on project priorities and available funding.

Staff recommends your Board’s approval of the attached “Qualified List of Landscape Architecture and Planning Service Providers”, effective for 24 months from the date of approval.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply): Not applicable

- Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4_2021v2.pdf>-Compliant (describe process undertaken in “Executive Summary”)
- Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in “Executive Summary,” attach documentation, as needed)
- For Technology Purchases: Vetted and Supported by the [Technology Governance Committee](http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf) <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> (“Yes,” if checked)
- Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- Well-being of Residents
- Economic Development
- Community Collaboration
- Not applicable
- Public Safety
- Infrastructure
- Business Process Efficiency
- Disaster Prevention, Preparedness, Recovery
- County Workforce
- Clear Lake

Recommended Action: Approve the Qualified List from the Request for Qualifications for On Call Landscape Architecture and Planning Services