

NOTICE

September 28, 2017

REQUEST FOR PROPOSALS FOR UPDATE TO WESTSIDE SACRAMENTO INTEGRATED REGIONAL WATER MANAGEMENT PLAN

Total Project Estimate: \$25,000
Responses due October 31, 2017

I. Introduction and General Information

The Coordinating Committee (CC) of the Westside Sacramento Integrated Regional Water Management Plan (Westside IRWM) is seeking Requests for Proposals from highly qualified consultants for the purposes of updating the Westside IRWM in order to comply with the California Department of Water Resources current standards and guidelines for IRWMs, including, but not limited to, Climate Change and AB 1249 standards (refer to Prop 1 IRWM 2016 Guidelines and Plan Standards). The CC is comprised of the Regional Public Agencies (Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Solano County Water Agency, and Water Resources Association of Yolo County) devoting staff to implement the Westside IRWMP.

The Westside IRWMP represents primarily the Cache and Putah Creek watersheds. The watersheds of these two creeks encompass portions of Lake, Napa, Solano, Colusa, and Yolo Counties.

II. Selection Process

The CC will review RFPs submitted and develop a short list of consultants who will be invited to participate in an interview process. The CC will select the firm with the highest combined score from the RFP and interview process. The CC is looking for a multi-disciplinary firm; **a strong planning team is a must**. Utilizing sub-consultants for distinct phases of the Westside IRWMP update is acceptable. **The CC has not pre-selected a firm** to update the Westside IRWMP; the CC wants a competitive process to have a well-qualified list of proposals to choose from.

III. Evaluation Criteria

The following criteria listed below will be used to evaluate the qualifications of consultants:

A. The consultant shall demonstrate a strong working knowledge of Integrated Regional Water Management Plans or similar large-scale planning efforts.

B. The consultant shall demonstrate a proven track record of working with multiple local public agencies and diverse stakeholders that includes facilitation and resolution of conflicting interests and priorities.

C. The consultant shall demonstrate the ability to complete work products in a timely manner and within quoted budget.

IV. Additional Information Required

The following information must be submitted in the RFP:

A. State the location of the office from which the work will be done.

B. Identify the staff who will work on the project. Resumes including relevant experience should be included (the resumes may be included as an appendix).

C. Describe recent experiences similar to this request.

V. Time Considerations and Requirements

A. RFP submittal: October 31, 2017, 5:00 PM.

B. An electronic copy (Microsoft Word or Adobe PDF formats acceptable) can be mailed or sent to the email address below.

If RFP is larger than 5MB, please send an email request to wrysinski@yolorcd.org for FTP log in information.

Send RFPs to

Jeanette Wrysinski
Senior Program Manager
Yolo County Resource Conservation District
221 West Court Street, Suite 1
Woodland, CA 95695

If you have any questions, please contact Jeanette Wrysinski at (530) 661-1688 ext. 18 or by email at wrysinski@yolorcd.org.