

RFQ/RFP SOLICITATION EMAIL

RFQ/RFP 2022-27 PROFESSIONAL ENVIRONMENTAL SERVICES - CEQA

Dear Sir or Madam:

Anaheim Union High School District (“District”) is seeking your firm’s response to this RFQ/RFP for qualified and duly licensed consultant(s) to provide services (“Services”), pursuant to the California Environmental Quality Act (“CEQA”), including preparing and processing necessary CEQA review and documentation, for a period of five (5) years for District projects, as needed.

The first Services to be provided by your firm shall consist of, pursuant to CEQA requirements, preparing and processing a Negative Declaration, Mitigated Negative Declaration, or other environmental document deemed necessary, and associated documents for the Anaheim HS Field Project located at 811 W. Lincoln Ave., Anaheim, CA 92805 and the Western HS Field Project located at 501 S. Western Ave., Anaheim, CA 92804 (“Proposed Projects”).

Proposed Projects. The Anaheim HS Field Project consists of the replacement of the existing playfield with new natural turf, new irrigation system, and goalposts; all-weather track, stadium lighting, stormwater drainage improvements in the field by the introduction of rainwater collection chambers/retention basins, 5-tier bleachers, solar/arrays/shade canopies over the bleachers with low voltage systems and cameras, new wall-mounted scoreboard, path of travel improvements, concrete paving, and fencing. Plans are attached as **Attachment “1”**.

The Western HS Field Project consists of the construction of a new enclosed artificial turf field within existing school’s athletic fields. It also includes a band/observation tower, metal shade structures with low voltage systems and cameras, netting, a scoreboard, concession building with restroom facilities, 5-tier bleachers under new shade structures with lighting, stadium lighting, entry canopy, marquee, fencing, landscaping and access improvements. Plans are attached as **Attachment “2”**.

Statement of Qualifications. Please provide the District with a statement of qualifications that includes the following:

1. **Firm.** A brief description and history of the firm, including number of years the firm has been in business and date firm was established under its given name.
2. **Office.** Location of the office where the majority of services solicited will be performed.
3. **Employees.** Number of employees (licensed professionals, technical support).

4. **Key Personnel.** Resumes of key personnel who would be assigned to District project(s). Specifically, define the role of each person and outline his or her individual experience and responsibilities.
5. **Education Experience.** Provide information about ALL public K-12 and Community College District projects performed by your firm in the past five (5) years. Limit your response to the ten (10) most recent projects. Please include the name of project and the district, a description of services provided, and the name of a contact person and telephone number at the district.
6. **Litigation.** Provide a comprehensive five (5) year summary of your firm’s litigation, arbitration, and negotiated/settled history with previous clients. State the issues in the litigation, the status of the litigation, names of parties, and outcome.
7. **CEQA Project Legal Challenges.** The outcome of ALL administrative and legal challenges to projects on which your firm prepared the CEQA documentation in the past ten (10) years.
8. **Proposed Project / Performance Information.**
 - 8.1. Provide a statement demonstrating your firm’s ability to accomplish the Services in a comprehensive and thorough manner.
 - 8.2. Describe your firm’s approach to quality control / assurance procedures.
 - 8.3. Identify established methods and approaches utilized by your firm to successfully meet completion deadlines and provide examples demonstrating effective use of stated methods and approaches.

Consultant Cost Proposal. Please provide the District with your cost proposal to complete the Services to include the following:

1. **Cost Proposal and Fee Schedule.** A detailed cost proposal for the Services, as defined in the Form of Consultant Agreement; include a description of each task to be performed, labor rates, and anticipated hours required for the performance of each task. Provide an applicable fee schedule of labor rates, other direct costs, and any mark-up on subconsultant and subcontractor prices, general conditions, and all other categories of costs, expenses, fees, or charges that you anticipate will be a part of the detailed cost proposal to complete the Services.
2. **Form of Consultant Agreement.** Any comments or objections to the form of the Independent Consultant Agreement for Professional Environmental Services—CEQA,

attached hereto as **Attachment 3** ("Form of Consultant Agreement"). The Form of Consultant Agreement specifies the Services in **Exhibits 3 and 4** that your firm will need to detail and provide to the District. **PLEASE NOTE: The District will not consider any substantive changes to the Form of the Consultant Agreement if they are not submitted with your firm's statement of qualifications.**

3. **Process and Deadline.** This request is not a formal request for bids or an offer by the District to contract with any party responding to this request. The District will provide its final form of agreement to firm(s) that the District chooses to perform the Services. Any award of a contract requires the District Board's approval to be valid.

Please email your Statement of Qualifications and Consultant Cost Proposal to Ms. Jennifer Keys, Procurement Contract Specialist, (714) 999-2380, at keys_j@auhsd.us by May 23, 2022, at 3 p.m.