



County of Ventura  
Public Works Agency  
Roads & Transportation  
**MEMORANDUM**

Issue DATE: 5-13-2024

**SUBJECT: REQUEST FOR QUALIFICATIONS TO PROVIDE ENVIRONMENTAL CONSULTING SERVICES**

The Ventura County Public Works Agency, Roads & Transportation department is seeking Statement of Qualifications (SOQ) from qualified firms to Environmental Consulting services for **LOCKWOOD VALLEY ROAD EMERGENCY REPAIRS - MP 1.75 & MP 12.69** project.

The work is expected to be as follows:

Roadway reconstruction and repairs to allow for the reopening of Lockwood Valley Road at MP 1.75 which includes water diversion, construction of new Rock-Rip-Rap Revetment, reconstruction of shoulder, roadway asphalt pavement, base, subgrade, restriping and slope reconstruction, erosion control, hydroseed and culvert repair at MP 12.69.

**SERVICE REQUESTED**

The County of Ventura Roads & Transportation Department (AGENCY) is seeking a qualified Consulting Firm to provide Environmental Consulting Services during the design and construction of the project located in the Lockwood Valley area.

The site located at Mile Post 1.75 runs parallel to the Cuyama River, a red-line channel and the site at Mile Post 12.69 discharges into Wagon Road Canyon, a blue-line channel. The successful proposer shall provide an experienced and qualified team that specializes in, emergency projects with Federal, State and Local funds, specifically familiar and have experience with FHWA's Emergency Relief (ER) programs and associated NEPA and FHWA Regulations. Experience in taking a project from Emergency Openings and/or Permanent Restoration is highly desired as well as experience with roadway capital improvements and working with public agencies to provide the services included in this Request for Qualifications.

The ideal candidate shall know what types of Environmental Determination/Document is needed for Emergency Repairs.

- Can provide services as soon as possible and concurrent with the repair,
  - Prepare and/or obtain the environmental document and any needed permits for Emergency Repairs under CEQA and NEPA.
  - Can determine and guide the Agency with any requirements that may be triggered if the project site contains Cultural Resources, or Sensitive Species or Habitat.
  - Aide the Agency in informal consultation & permitting with applicable resource agencies, such as the U.S. Fish and Wildlife Service, NOAA fisheries/National Marine Fisheries Service, U.S. Army Corps of Engineers, State and Regional Water Quality Control Boards, U.S. Coast Guard, California Coastal Commission, U.S. Department of Interior/National Park Service, Advisory Council on Historic Preservation, and State Historic Preservation Officer to obtain agreement on expedited environmental processes to address the requirements of other state and federal environmental laws.

## **SUBMISSION**

The SOQ must not be more than 25 single sided pages and shall be in PDF 8.5"x11" format, minimum, Arial 12 pt Font & spacing. The SOQ shall include the following:

1. A cover letter signed by an authorized representative of the prospective consulting firm. Cover letter shall include contact information: Name, address, telephone number, and email address. A brief description of the firm including the type of services offered.
2. Statement of Understanding – Consulting firm shall include a statement describing their understanding of the work to be performed under this contract and a brief description of the firm including the types of services offered.
3. List of specific personnel to be made available for this specific contract and resume for each describing their education, experience, and qualifications.

## EVALUATION CRITERIA

Evaluation Criteria	Rating (1-10)	Rating Factor	Total Weighted # of Points	Max. Possible
Project Understanding and Approach		x 2.0		20
Quality, Clarity, Responsiveness, & Overall Impression		x 2.5		25
Project Team		x 1.5		15
Familiarity with Emergency Projects		X 3.0		30
Past Experiences (list a rating value of 5 if none)		x 1.0		10

Upon completion of the SOQ evaluations, the final ranking of the of the firms will be established. The highest-scoring firm will be invited to submit a written fee proposal and if accepted, invited to enter into a contract with VCPWA.

If a responding firm fails to sign and return the contract drawn pursuant to this RFQ, VCPWA may determine, at its sole discretion, that the Respondent is nonresponsive to the terms of this RFQ and rejects the SOQ and withdraw the offered contract. VCPWA reserves the right to negotiate with the next highest ranked Responding Firm.

## SUBMISSION DEADLINE

Statements of Qualifications (SOQ's) should be submitted no later than 2:00 P.M. on Thursday June 13, 2024 to the following address:

via Email: [Christopher.solis@ventura.org](mailto:Christopher.solis@ventura.org)

All Submittals should be sent by email. Incomplete submittals and/or submittals received after the deadline will not be accepted.

Consultants may submit questions via email to [Christopher.Solis@ventura.org](mailto:Christopher.Solis@ventura.org) no later than noon on Thursday June 6, 2024. All inquiries shall be made only through this email address; telephone calls will not be accepted.

## ATTACHMENTS:

- a) Sample Standalone Contract
- b) Draft Plans