

Imperial County
Workforce & Economic Development
Division of Community & Economic Development

Request for Proposal
Environmental Consulting Services



Addendum No. 1
Issued Wednesday, February 10, 2021

Point of Contact:
Tyler Mayo
Economic Development Coordinator
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This ADDENDUM is hereby made part of the Request for Proposals and Scope of Services to the same extent as if originally included therein, and shall be signed and included with the proposal.

Question No. 1: Would you be looking to use this contract for any support regarding grant writing, or grant applications?

Response No. 1: No, all grant writing is managed by Imperial County Workforce & Economic Development. There have been previous request for proposals for grant related services. If you are interested, please provide our office with your information, and we will place you on our contact list for the next RFP. Please feel free to provide our office with a full list of services your agency provides as we have different distribution lists for different services.

Question No. 2: On page 5, section 12.4, there is mention of Labor Compliance, is that part of the scope of work?

Response No. 2: The mention of Labor Compliance is a mistake within the RFP. Section 12.4 should read as follows:

“The cost of the Environmental Consulting Services shall be based on the fee schedule proposed and work authorized. Describe your proposed fee schedule for determining the cost of the requested services for the term of the contract. Billing for the services shall be submitted to the Director of Imperial County Workforce & Economic Development.”

Question No. 3: Who was the previous incumbents for this contract?

Response No. 3: Imperial County Workforce & Economic Development previously issued contracts to both Ericsson-Grant, Inc. and Michael Baker International.

Question No. 4: What kind of projects do you run through your agency, and what do you envision being scoped for this project?

Response No. 4: Imperial County Workforce & Economic applies for and manages a variety of projects that include, but are not limited to, housing rehabilitation, water and sewer improvements (drilling new wells/improving lift stations), and public facilities (fire/sheriff stations, community centers, etc.).

Based upon language in the RFP written for multiple grant sources, there is also the possibility that other departments, such as Public Works, will request to use contracted consultants for their projects.

- Question No. 5:** Will the work be primarily comprised of NEPA?
- Question No. 5:** The majority of the environmental work will be comprised of NEPA and CEQA.
- Question No. 6:** From a technical study, are you looking for teams to do the full scope of technical review, ranging from planning through all of the technical services (Biology, Section 106, etc)?
- Response No. 6:** Imperial County Workforce & Economic Development expects all consultants to be capable of providing an in-depth look at any environmental work that corresponds with the project.
- Question No. 7:** Section 12.7 mentions Form CD-511, this form is missing from Exhibit 4.
- Response No. 7:** CD-511 is a required Federal EDA Form. Please refer to Attachment 1.
- Question No. 8:** Will the goals on page 10, regarding Disadvantaged Minority/Women Business Enterprise (DM/WBE), be applied to this contract?
- Response No. 8:** Imperial County Workforce & Economic Development is actively trying to meet these goals and reach out to these groups, as required by funding/grant agencies.
- Question No. 9:** With regards to cost, are you looking for a fee schedule as part of the schedule that will be scored, or are you looking for another cost breakdown for this effort?
- Response No. 9:** Imperial County Workforce & Economic Development recommends consultants submit cost proposals based upon hourly rates. It is recommended that agencies do so to provide a method that can be done easily across the board with everyone.
- Question No. 10:** Is your agency the Housing Authority, or interface with HUD for Federal monies, HOME funds, etc?
- Response No. 10:** The Housing Authority is a separate agency. Imperial County Workforce & Economic Development is a department of the Imperial County government agency. Imperial County is a non-entitlement area. All grants that are applied for within the department are on a competitive basis.

ADDENDUM NO. 1
ACCEPTANCE OF NOTICE

Please acknowledge receipt of this Addendum No. 1 consisting of 3 pages, by signing and returning a copy of this Acceptance of Notice. Each proposing agency must acknowledge receipt of this addendum in the noted space below. Include a copy of this addendum with your Proposal Package.

By: _____ Date: February 10, 2021
Priscilla Lopez
Director of Imperial County Workforce & Economic Development

ACCEPTANCE OF NOTICE

Receipt of the ADDENDUM No. 1 is hereby acknowledged by

_____	_____
Company Name	Date
_____	_____
Print Name & Title	Signature

ATTACHMENT 1

FORM CD-511 (REV 1-05)	CERTIFICATION REGARDING LOBBYING	U.S. DEPARTMENT OF COMMERCE
Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.		
LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that: (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.	Statement for Loan Guarantees and Loan Insurance The undersigned states, to the best of his or her knowledge and belief, that: In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.	
As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.		
* NAME OF APPLICANT <input style="width: 100%;" type="text"/>		
* AWARD NUMBER <input style="width: 100%; background-color: yellow;" type="text"/>	* PROJECT NAME <input style="width: 100%; background-color: yellow;" type="text"/>	
Prefix: <input style="width: 50px;" type="text"/>	* First Name: <input style="width: 400px;" type="text"/>	Middle Name: <input style="width: 300px;" type="text"/>
* Last Name: <input style="width: 700px;" type="text"/>		Suffix: <input style="width: 100px;" type="text"/>
* Title: <input style="width: 500px;" type="text"/>		
* SIGNATURE: <input style="width: 400px; height: 20px;" type="text"/>		* DATE: <input style="width: 200px; height: 20px;" type="text"/>
Completed by Grants.gov upon submission.		Completed by Grants.gov upon submission.