



SOLANO COUNTY
WATER AGENCY



November 1, 2010

NOTICE

REQUEST FOR STATEMENT OF QUALIFICATIONS FOR
DEVELOPMENT OF AN INTEGRATED REGIONAL WATER MANAGEMENT PLAN
FOR THE WESTSIDE SUBREGION OF THE PROPOSITION 84 SACRAMENTO RIVER FUNDING AREA
(Responses due November 19, 2010)

I. Introduction and General Information

The Coordinating Committee (CC) of the Westside Subregion of the Proposition 84 Sacramento River Funding Region (Westside) is seeking Statements of Qualification from highly qualified consultants for the purposes of establishing a list of consultants to develop an Integrated Regional Water Management Plan (IRWMP). The CC is comprised of the Regional Public Agencies (Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Colusa County Resource Conservation District, Solano County Water Agency and Water Resources Association of Yolo County) devoting staff to develop 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

A qualification based selection will be used and will consist of a two-phased process. In the first phase, the CC will review SOQs submitted and develop a short list of consultants deemed "most qualified" for subsequent consideration by the CC. All consultants submitting SOQs will be informed of the results.

Assuming the Westside is successful in securing an IRWMP Planning Grant (tentative awards will be announced in November), the second phase will consist of the CC sending out a detailed Request for Proposals (RFP) to develop the Westside IRWMP from the short list of consultants selected from the RFQ process. A copy of the grant application can be obtained via email if requested (clee@scwa2.com).

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.
- 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 SOQ:

- 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 the type of project.

V. Time Considerations and Requirements

- A. SOQ submittal: November 17, 2010, 4:00 PM.
- B. An electronic copy (Microsoft Word or Adobe PDF formats acceptable) can be mailed or sent to the email address below.

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If you have any questions, please contact Chris Lee at (707) 455-1105 or by E-mail at clee@scwa2.com