

BOARD MEETING DATE: March 2, 2018

AGENDA NO. 19

PROPOSAL: Report of RFQs Scheduled for Release in March

SYNOPSIS: This report summarizes the RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of March.

COMMITTEE: Administrative, February 9, 2018, Reviewed

RECOMMENDED ACTION:

Approve the release of RFQs for the month of March.

Wayne Natri
Executive Officer

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Background

At its September 2015 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs for budgeted items over \$75,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFQs over \$75,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The report provides the title and synopsis of the RFQ, the budgeted funds available, and the name of the Deputy Executive Officer/Asst. Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on March 2, 2018.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFQs and inviting bids will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFQs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>) where it can be viewed by making the selection "Grants & Bids."

Proposal Evaluation

Proposals received will be evaluated by applicable diverse panels of technically-qualified individuals familiar with the subject matter of the project or equipment and may include outside public sector, academic or community expertise.

Attachment

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**March 2, 2018 Board Meeting
Report on RFQs Scheduled for Release on March 2, 2018**

(For detailed information visit SCAQMD's website at
<http://www.aqmd.gov/grants-bids> following Board approval on March 2, 2018)

REQUEST FOR QUOTATION

RFQ #Q2018-14

Issue RFQ for Standard Task Chairs

JAIN/2804

SCAQMD will be purchasing bulk orders of the Standard Task Chair over the next two years to replace older and worn out staff chairs. SCAQMD intends to purchase standard task chairs from one vendor for a period of two years. Funds for the first year purchase are available in the FY 2017-18 Budget, and will be requested for the subsequent year's purchase under FY 2018-19.