

BOARD MEETING DATE: September 4, 2020

AGENDA NO. 17

PROPOSAL: Report of RFPs/RFQs Scheduled for Release in September

SYNOPSIS: This report summarizes the RFPs/RFQs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September.

COMMITTEE: Administrative, August 14, 2020, Reviewed

**RECOMMENDED ACTION:**

Approve the release of RFPs/RFQs for the month of September.

Wayne Nastri  
Executive Officer

SJ:tm

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**Background**

At its January 10, 2020 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFPs/RFQs for budgeted items over \$100,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFPs/RFQs over \$100,000 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 RFP/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 September 4, 2020.

**Outreach**

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFPs/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 South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFPs/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 South Coast AQMD'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 or academic community expertise.

**Attachment**

Report of RFPs/RFQs Scheduled for Release in September 2020

**September 4, 2020 Board Meeting  
Report on RFP/RFQs Scheduled for Release on September 4, 2020**

**(For detailed information visit SCAQMD's website at  
<http://www.aqmd.gov/nav/grants-bids>  
following Board approval on September 4, 2020)**

**SPECIAL TECHNICAL EXPERTISE**

RFP#P2021-03    Issue Request for Proposal to Hire Outside Counsel, Establish a Prequalified List    GILCHRIST/3459

From time to time the South Coast AQMD requires the assistance of outside litigation counsel having expertise and experience in areas including, but not limited to, the California Environmental Quality Act, air quality laws, administrative law, the Brown Act, representation of government agencies, constitutional issues, Clean Air Act issues, and complex environmental litigation. A prequalified list was approved by the Governing Board in 2017. This RFP has two purposes: to solicit qualified law firms or sole practitioners in order to establish a prequalified list that General Counsel may use to represent the South Coast AQMD in ongoing and possible future litigation where outside counsel is required in environmental matters; and, to solicit qualified law firms or sole practitioners in order to establish a prequalified list that General Counsel may use to represent the South Coast AQMD in ongoing and possible future litigation where outside counsel is required for general governmental matters. The list will be valid for a three-year period. Funding for this contract will be requested in the FY 2020-21 budget and in subsequent fiscal year budgets in the amount of \$250,000 annually for up to three years.

RFQ 2021-01 Request for Quotation (RFQ) for Compressed Gases and Cryogenic Liquids for the South Coast AQMD Laboratory LOW/2269

To identify and prequalify vendors interested in providing compressed pure gases and or cryogenic liquids to South Coast AQMD Laboratory from November 1, 2020 through June 30, 2023.

Total dollar amount - \$180,000

RFQ 2021-02 Issue RFQ to Establish List of Prequalified Vendors for Mailing Services OLVERA/2309

South Coast AQMD periodically utilizes outside mailing services, including folding, inserting, sealing, removing duplicate addresses, labeling, tabbing and metering, as well as pick-up and delivery of mailing materials. Through this RFQ, South Coast AQMD seeks to establish a prequalified vendor list for mailing services. The list generated by this RFQ process will be used for a three-year period and vendors on the list will be given an opportunity to bid competitively on mailing jobs, as the need arises.