

BOARD MEETING DATE: December 5, 2014

AGENDA NO. 24

PROPOSAL: Report of RFPs Scheduled for Release in December

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

COMMITTEE: Administrative, November 14, 2014; Recommended for Approval

RECOMMENDED ACTION:

Approve the release of RFPs for the month of December.

Barry R. Wallerstein, D.Env.
Executive Officer

MBO:lg

Background

At its January 8, 2010 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFPs 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 RFPs 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 RFP, 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 December 5, 2014.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFPs 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 RFPs will be e-mailed 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 or academic community expertise.

Attachment

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**December 5, 2014 Board Meeting
Report on RFPs Scheduled for Release on December 5, 2014**

(For detailed information visit SCAQMD's website at
<http://www.aqmd.gov/grants-bids> following Board approval on December 5, 2014)

STANDARDIZED SERVICES

RFP #P2015-16	Issue Request for Proposal for Travel Agency Services	O'KELLY/2828
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The SCAQMD utilizes a travel agent for business travel. This RFP is to solicit proposals from qualified travel service providers for SCAQMD's business travel. Funds for this service are included in the FY 2014-15 Budget.