



**Sutter Butte Flood Control Agency**

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sutterbutteflood.org

**COUNTIES**

Butte County  
Sutter County

**CITIES**

City of Biggs  
City of Gridley  
City of Live Oak  
City of Yuba City

**LEVEE DISTRICTS**

Levee District 1  
Levee District 9

## REQUEST FOR QUALIFICATIONS ENVIRONMENTAL SERVICES

**Issued:** June 8, 2017

**Due Date:** June 20, 2017

**Submit to:** Sutter-Butte Flood Control Agency, via email to Michael Bessette, Director of Engineering, [m.bessette@sutterbutteflood.org](mailto:m.bessette@sutterbutteflood.org)

### GENERAL INFORMATION

#### Purpose

The Sutter-Butte Flood Control Agency (SBFCA) is requesting Statements of Qualification (SOQ) from consultants who wish to be considered for selection to provide **Environmental Services**.

Consultants may submit a SOQ to address the following areas of expertise:

- CEQA/NEPA documents
- ESA/CESA compliance
- Cultural Resources
- Mitigation monitoring
- Mitigation implementation

All SOQs shall be submitted in accordance with the format and information listed in section E of this RFQ.

SBFCA reserves the right to reject any and all SOQs, to amend this Request for Qualifications, or to discontinue the process at any time.

#### Selection Process

The SOQs will be reviewed and evaluated by SBFCA staff and designees from its board of directors. **Interviews will be held with the top ranked firms on June 22 and/or June 23, 2017.**

### BACKGROUND INFORMATION

SBFCA is nearing completion of construction of the Feather River West Levee Project, Phase 1 (FRWLP1), which was funded by local assessment funds and State Prop 1E bond funds under the Early Implementation and Urban Flood Risk Reduction Programs. Construction began in 2013. The FRWLP1 represents the majority of the Recommended Plan (RP) from the USACE Sutter Basin Feasibility Study, which was authorized by Congress in 2014.

Other elements of the RP to be constructed include:

- Laurel Ave. project, funded under the State’s Flood System Repair Project. Construction on this approx.. 0.9 mi. segment began this spring.
- Reaches 14-16 in Yuba City. This approximately 2.9 mi. segment was rehabilitated by the USACE under the PL84-99 program after the 1997 flood by constructing a slurry wall. Both the FRWLP and USACE RP considered this to be a no work reach. However, recent performance indicates that the slurry wall is not performing as designed, and must be replaced before the next flood season. Design has been initiated, and discussions regarding funding are ongoing. SBFCA considers this an emergency situation.
- Laurel to Star Bend Federal project. This approximately 4.8 mi reach is the final segment of the RP. SBFCA is in discussions with multiple parties to try to get this segment constructed as a Federal project. SBFCA is advancing design.
- Other activities. SBFCA’s mission is to improve flood protection within the Sutter – Yuba City Basin and is engaged in multiple planning efforts to achieve that goal. Some of these efforts will have an environmental planning and/or permitting elements.

Parallel and concurrent CEQA/NEPA documents were prepared for the FRWLP1 and RP by SBFCA and USACE, respectively, and the FRWLP1 was constructed with Section 408 permission by the USACE. Laurel Ave. is being constructed under the 408. However, neither plan explicitly contemplated work in reaches 14-16, so requirements for permitting this reach are not fully understood.

SBFCA’s current environmental consultant (ICF International) will finish out environmental compliance and mitigation activities associated with the FRWLP1 project. The consultant selected under this current solicitation will assume responsibility for Laurel Ave. and the other new segments and planning activities.

## SCHEDULE

Request for Qualifications issued:	June 8, 2017
Statement of Qualifications due:	June 20, 2017
Interviews:	June 22-23, 2017
Notification of Selection	June 26, 2017
Board Consideration of Selection and Agreement:	July 12, 2017

## SCOPE OF WORK

Work will be completed under a Master Agreement and Task Orders. Scopes of Work will be negotiated upon request of SBFCA with the selected consultant.

# SUBMITTAL REQUIREMENTS

## General

Statements of Qualifications (SOQs) are to be submitted no later than 3:00 P.M. on June 20 via email to Michael Bessette, Director of Engineering, [m.bessette@sutterbutteflood.org](mailto:m.bessette@sutterbutteflood.org).

The SOQ submittal shall not exceed a total of 10, single-sided pages, not including attachments. Text shall not be smaller than 10 point font.

## Contents of Statement of Qualification

1. SOQ contact person, address, and phone number.
2. A brief summary of the firm's background, history, and organization, and a brief synopsis for each subconsultant/subcontractor.
3. Identify the office location(s) where the work will be accomplished.
4. Project team description including qualifications, experience, home office, and availability of each key member. Identify each key member's responsibilities for this project. Any changes in identified key personnel after the award of the project must be approved by SBFCA in writing before the change is made.
5. Provide a summary of the firm's experience with at least three projects related to the scope of work (preferably levee projects, but other environmentally sensitive linear projects will also be considered). Each project summary is to include the client, a client reference with address, phone, and email address, a summary of consultant's work, relevant team members, and year(s) of project execution.

## Attachments

### Resumes

Provide the resumes with applicable experience of the key members on the team (2 page maximum for each resume).

### Rate Schedule(s)

Provide 2017 billing rates for staff and anticipated direct costs. Include rate schedules for any subconsultants/subcontractors. Include a cross reference of proposed team members with the rate schedules.

### Insurance Requirements

Provide a summary of your firm's present insurance coverages (professional liability, commercial liability, property damage, worker's compensation, vehicle liability, etc.). The following minimum limits of insurance will be required from the selected consultant:

General Liability shall be on an Occurrence basis (as opposed to Claims Made basis). Minimum limits and structure shall be:

General Aggregate: \$2,000,000

Products Comp/Op Aggregate:	\$2,000,000
Automobile:	\$1,000,000
Personal & Adv. Injury:	\$1,000,000
Each Occurrence:	\$1,000,000
Fire Damage:	\$100,000
Automobile Liability:	1,000,000 Combined Single Limit per accident for bodily injury and property damage.
Workers' Compensation:	Statutory
Employer's Liability:	\$1,000,000 per accident for bodily injury or disease.
Professional Liability or Errors and Omissions Liability:	\$1,000,000 per occurrence.

### Conflicts of Interest

Provide a statement disclosing all known conflicts of interest. These may include any actual, apparent, direct, or potential conflicts of interest that may exist with respect to the firm, employees, or other persons relative to the provided service.

## CONSULTANT SERVICES AGREEMENT

A copy of SBFCA's Master Professional Services Agreement that the selected consultant will be required to sign will be provided to firms submitting an SOQ.

## OTHER INFORMATION

### Addenda and Supplements

If it becomes necessary to revise any part of this RFQ, an addendum to the RFQ will be posted on SBFCA's website.

### SOQs Submitted

Submitted SOQs become the property of SBFCA and may be reviewed and evaluated by any persons at the discretion of SBFCA. Materials marked proprietary shall be returned (without copies made). This material must be clearly marked "PROPRIETARY INFORMATION."