

Request for Qualifications (RFQ)
Department of General Services
Real Estate Services Division
Project Management and Development Branch

The Department of General Services (DGS), Real Estate Services Division (RESA), Project Management and Development Branch (PMDB) is requesting Statements of Qualifications (SOQ) from Environmental Planning firms, pursuant to Government Code §4525 et. seq.

I. PROJECT DESCRIPTION

**RESA-PMDB 2026-03 VEGETATION MANAGEMENT PROGRAM (VMP) PLANNING,
PROCEDURES, AND IMPLEMENTATION GUIDELINES
OFFICE OF NATURAL RESOURCES MANAGEMENT (ONRM)
CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)
STATEWIDE, CALIFORNIA**

The California Department of Transportation (Caltrans) Division of Maintenance, Office of Natural Resource Management (ONRM) is the Program Manager of the **Vegetation Management Program (VMP)**. The VMP includes a workforce of 150 professional support staff and over 250 field crews for 168,000 acres of naturally occurring vegetation within the 350,000 acres of state highway lands across all fifty-eight (58) counties in California.

Background:

The Division of Maintenance Vegetation Management Program leads Caltrans in approach and implementation of Climate Action for Wildfire Adaptation. For 75 years, vegetation along state highways has been managed to ensure visibility and safety of the traveling public, with many areas kept in an unmanaged state. Today, Caltrans has expanded its strategic management objectives to include vegetation management for wildfire ignition reduction and landscape health. This contract will support the ONRM with this expansion.

To direct limited vegetation management resources to the locations of greatest benefit, the VMP relies on a quantitative, scientifically validated analytical foundation. This includes the identification of vegetation association types, hazardous fuels, and biophysical conditions within the highway corridor; the mapping of at-risk natural resources and anthropogenic assets; and an understanding of how these resources and assets respond to different wildfire intensities and management strategies. The program incorporates wildfire behavior modeling, burn probability and intensity modeling, the evaluation of alternative vegetation management strategies, and the ability to quantitatively compare existing corridor conditions to modeled post-disturbance scenarios. These analyses also enable the program to measure and articulate the ecological and risk reduction benefits achieved through vegetation management.

Together, this analytical framework ensures that vegetation management strategies are prioritized for the greatest return on investment, grounded in empirical risk reduction, and aligned with the 2026-2031 California Wildfire and Landscape Resilience Action Plan.

In preparation of the requested Deliverables consideration should be made for the Six (6) Caltrans VMP Strategic Management Objectives:

1. **Manage** vegetation to improve safety, landscape resilience, and ecosystem function.
2. **Protect** life, property, infrastructure, and natural and cultural resources through active corridor-level VMP planning with internal/external partners in five-year cycles and publish District Vegetation Management Program (VMP) Plans, including identified priority locations for fuel breaks, fuel reduction and restoration by Maintenance Field Crews, Contractors or Others to be implemented by Maintenance-funded activities, contracts, agreements or funded by Others through agreement or encroachment permit.
3. **Maintain** vegetation to protect the effectiveness of the traveled way during normal operations and ingress/egress evacuation and emergency response during a wildfire event.
4. **Use** all available California Environmental Quality Act (CEQA) / National Environmental Policy Act (NEPA) tools including programmatic environmental documents, emergency orders, and regulations applicable to road infrastructure in combination with modern scientific geospatial data, field studies for verification, and best management practices, for efficient and effective environmental decision-making.
5. **Reduce** the potential for fire spread from human-caused sources on roads, including vehicle-induced ignitions and use of equipment to maintain vegetation, by supporting public education campaigns, and an annual wildfire awareness training for field crews.
6. **Maintain** our Caltrans safety goal when inspecting and maintaining trees; support tree pruning and removal to reduce tree hazards or disease and improve visibility and scenic highway quality.

The estimated duration of this contract will be five years.

II. **SCOPE OF SERVICES**

The successful firm shall provide professional services as an environmental consultant for the referenced project, including the creation and updating of program and district strategic plans; data acquisition and analysis; prepare effective communication strategy; and prepare environmental documents and studies as required to comply with the California Environmental Quality Act (CEQA), Public Resources Code (PRC) §5024 and 5024.5, and all other relevant environmental laws and regulations.

The selected team will need to consider the applicability of Caltrans VMP Guidelines across a wide range of vegetation types within all fifty-eight (58) counties of California on a county-by-county basis and provide quantitative wildfire hazard and risk-analysis capability.

Twelve (12) Major Deliverables:

1. **One (1) Caltrans Division of Maintenance Natural Resource Management Strategic Plan – A Ten-Year Roadmap (“Roadmap”)** and a Roadmap **Diagram** describing the roles, responsibilities, data inputs, budget inputs, workflows, decision points/milestones and deliverables, including dependencies and interconnection of the two major funded program areas: Vegetation Management Program (VMP), and Field Operations and Outreach Program (Field Crews).

The diagram should distinguish responsibilities and clearly display graphically the through line of Contractor/Consultant, Caltrans HQ, Caltrans Districts, and other participating groups, and should show major handoffs, dependencies, review points, and how deliverables support future Natural Resource Management Program planning, implementation, reporting, and updates. Delivery expected within four (4) months from Notice to Proceed.

2. **One (1) Dashboard** – An interactive Key Performance Indicator (KPI) Dashboard to be completed within three (3) months of delivery of Roadmap Plan and Diagram.

3. **One (1) Website Content** – Design the content for a public-facing website hosted on Caltrans domain to replace the content currently available at [Caltrans Natural Resource Management Program](#). Content should be similar in feel to content and layout linked here [CAL FIRE Natural Resource Management](#).
4. **One (1) Communication Strategy** – Assist ONRM in the development of a Communication Strategy to include, but not be limited to:
 - A. Natural Resource Management Program brand and identity guidelines to promote the purpose, need, and benefit of natural resource management for public safety and environmental stewardship, consistent with the Caltrans Brand Guidelines and appropriate policies of Caltrans Public Affairs
 - B. Marketing Strategy and multi-year Marketing Plan
 - C. Talking Points
 - D. FAQ with Responses
5. **One (1) District Strategic Vegetation Management Plan Annotated Template (Template)** – Preparation of an outline of the content to be included in the Final District Strategic Vegetation Management Plan. The Template shall be a published professional document consistent with Deliverable 4 and meet WCAG 2.1 AA success criteria. The Template shall be interactive, and fillable by the Contractor with standardized format, pop-outs, citations, maps, tables and graphics. An editable format shall be provided to Caltrans for use in future biennial plan updates.

Template shall include existing sections and content from the 12 Draft District VMP Plans, plus additional sections shall include, but are not limited to, the following:

- a. **Statewide Wildfire Hazard and Risk Modeling and a Caltrans Natural Asset Inventory Database**
 - i. **Wildfire Hazard and Risk Modeling, and Decision-Support Data** – Provide or integrate modern, California-specific, and scientifically validated geospatial data and methods, including wildfire hazard, burn-probability, fire behavior, vegetation condition, fuels, and highway corridor risk modeling. Use the analysis to identify priority routes corridor segments, Work Area Boundaries, and potential treatment locations based on wildfire likelihood, exposure consequence to communities, watersheds and infrastructure, risk-reduction benefit, and restoration opportunity. Where feasible, compare existing or no-action conditions with modeled post-treatment conditions and verify modeled conditions and treatment outcomes using validated remote-sensing techniques, field studies, or a combination of both.
 - ii. **Wildfire Hazard and Risk Documentation and Framework** – prepare documentation describing the analytical methods, data sources, assumptions, limitations, spatial resolution, confidence, update frequency, and recommended uses of the modeling and natural resource data. Develop a framework for incorporating these data into VMP planning, treatment selection, environmental review, monitoring, reporting, and future program and District VMP Plan updates. The framework should focus on trees, ground and ladder fuels, vegetation types, environmentally sensitive areas, invasive species, wildlife habitat and connectivity, and other natural resource information needed to support VMP planning and implementation.

- iii. **Natural Asset Inventory Database** - Create a Caltrans Natural Asset Inventory database and populate it with existing priority natural resource datasets through a pilot or phased approach, where feasible. Initial development should identify and document data sources, data gaps, required attributes, QA/QC requirements, update and maintenance responsibilities, opportunities for automation data integration, and key metrics to support ONRM reporting and future program development. The database shall be a Caltrans-owned deliverable and shall be designed, documented, and configured so that Caltrans staff can reasonably update, maintain, and expand it over time. The software platform and final technical configuration shall be determined by mutual agreement between the Contractor and Caltrans.

- 6. **Statewide Treatment Prescription Reference Guide** – Develop a Treatment Prescription Reference Guide using the 15 major vegetation groups and 55 subgroups (US Forest Service Groupings, see reference list below) for active management of vegetation by dominant and subdominant vegetation type within the right of way to promote landscape resilience and reduce the likelihood of loss and decline of habitat and ecosystem function due to wildfire and other climate stressors.

Major Vegetation Groups

1. Oak Woodland & Savannas (5 subgroups)
2. Mixed Evergreen Hardwood (3 subgroups)
3. Coast Redwood & Redwood-Mixed (3 subgroups)
4. Sierra and Southern California Montane Mixed Conifer (4 subgroups)
5. Upper Montane Red Fir & Subalpine Conifers (4 subgroups)
6. Eastside Mixed Conifer (3 subgroups)
7. Pinyon-Juniper Woodlands (3 subgroups)
8. Chaparral (Interior/Montane) (4 subgroups)
9. Coast Chaparral (3 subgroups)
10. Coastal Sage Scrub (3 subgroup)
11. Closed-Cone Conifers (4 subgroups)
12. Grasslands & Shrub-Grass Mosaics (4 subgroups)
13. Riparian/Wash Woodlands (4 subgroups)
14. Desert Scrub and Joshua Tree Woodlands (4 subgroups)
15. Aspen Stands and Montane Meadow (4 subgroups)

- 7. **Statewide Effectiveness Evaluation and Maintenance Cycle Plan** – Provide a summary of the effectiveness of treatment and maintenance cycle needed for managed areas to guide the return of investment (ROI) assessments of each workforce type (Caltrans Maintenance Crews, Contractors, Partnerships); and provide estimated treatment need and cost of treatment for unmanaged areas.
- 8. **Twelve (12) Final District Strategic Vegetation Management Plans** – Using the approved Template, produce **One (1) Final District Strategic VMP Plan** for each of the twelve (12) Districts (1-12). Final Plans must be WCAG 2.1 AA compliant, and ready for signature and electronic publication.
- 9. **One (1) Statewide Strategic Vegetation Management Plan (2026-2031)** – Prepare a roll-up of all 12 District Strategic VMP Plan into one statewide plan.

10. **Support the Delivery of a Vegetation Management Program Workshop.** – Develop and deliver content introducing the completed District and Statewide Strategic Vegetation Management Plans to the Twelve (12) Caltrans Districts and interested parties. The workshop event is intended for staff to learn how to customize each draft plan for their respective district with the application of new data, models, tools, and guidance.
11. **One (1) Statewide Vegetation Management Program Guidelines** – Prepare a comprehensive published document (electronic WCAG 2.1 AA accessible, and hard copy formats) to provide formalized guidance aligned with the Vegetation Management Program (VMP). An editable Microsoft Word version shall also be delivered to Caltrans for future updates. The Program Guidelines should include two volumes, Program Guidelines and Field Guidelines, and include the following minimum required chapters with each chapter developed for standalone distribution.
 - A. Program Guidelines
 - a. Executive Summary
 - b. Ten-Year Program Roadmap
 - c. California’s Investment in Wildfire and Landscape Resilience
 - d. Role and Responsibility of HQ Vegetation Management Program Manager to Division Chief Maintenance
 - e. Role and Responsibility of the Senior Vegetation Management Program Advisor to Deputy District Director Maintenance
 - f. Program Strategic Management Objectives
 - i. *Existing Objectives***
 - ii. Policy Shift from Vegetation Control to Vegetation Management (DD-02)
 - iii. Regionalization of Vegetation Management Program
 - iv. *Budget Administration and Accountability***
 - g. *Data Management***
 - i. *Data Management Overview and Current-State Summary***
 - ii. *Data Governance and Stewardship** (DD-72-R1)*
 - iii. Natural Asset Inventory
 - iv. *Data Collection, Integration, and Maintenance Workflows*
 - v. Wildfire Hazard, Risk Modeling, and Treatment Prioritization Data
 - vi. Wildfire Ignition Data Statistics
 - vii. *Data Sharing, Coordination, and Publication***
 - viii. Future Considerations
 1. Findings of [State Fire Marshal Subdivision Survey \(AB 2911\)](#)
 2. Recommendations for Local Evacuation Routes
 - h. Performance Metrics
 - i. District Vegetation Management Five-Year Strategic Plans
 - i. Main Content
 - ii. Attachments - District Work Plans
 1. Annual Maintenance Vegetation Activity Work Plan to Replace District Vegetation Control Plan in IMMS
 2. Three-Year Service Contract Work Plan
 3. Five-Year Collaborative Project Work Plan
 4. Unique District Constraints
 - j. *Contracting Projects (Service Contracts)***
 - i. Contract Planning, Development, Environmental Compliance and Administration Cycles
 - ii. *Environmental Compliance***
 - iii. *Contract Management***

- k. *Restoration and Post-Fire Procedures in Burn Areas (WERT/BAER Coordination)***
- B. Field Guidelines
 - a. Maintenance Activities
 - i. District Maintenance Field Crew Structure, Productivity and Optimization
 - ii. *Environmental Compliance for Maintenance Activities***
 - iii. *Vegetation Management Crews Guide***
 - iv. Tree Crews and Annual Tree Inventory (ATI) Process
 - v. Landscape Maintenance Crews
 - vi. *Weed Management/Pesticide Use Program***

**** Indicates Draft Chapters provided by Caltrans**

12. **Evaluate the Caltrans Scenic Highway System** - Prepare seven (7) Visual Impact Assessments (VIA) using the existing Caltrans VIA Annotated Template to guide ongoing maintenance and stewardship of seven (7) highway corridors not to exceed a total of 100 miles to determine scenic highway designation validity. The resulting document should inform identification of the vegetation management prescriptions in scenic highway corridors that can be implemented for wildfire resiliency while maintaining or improving both scenic quality and landscape resiliency. (Refer to: [California State Scenic Highways | Caltrans](#))

DESIRABLE QUALIFICATIONS AND EXPERTISE

The successful firm will provide a Project/Program Director who is skilled in strategic organizational growth planning. An experienced Project Manager, who may or may not be the Director, shall also be provided.

Each Statement of Qualifications (SOQ) should clearly delineate and address the contractor's relevant experience in environmental compliance with respect to the maintenance of vegetation within the roadside of the state highway system under CEQA, CalVTP, and other regulatory frameworks; natural resource inventory and geospatial data management; as well as creating and publishing handbooks and other communications strategies. Knowledge, experience and expertise that is of importance in the selection of the respective consultant team firms includes, but is not limited to, the following areas:

Environmental Documents/Regulatory Expertise – Environmental regulatory expertise, knowledge, and experience in the successful preparation of legally defensible environmental documents are essential factors in selection of a consultant team. A thorough understanding of CEQA, CalVTP, and NEPA, including specific exemptions/exclusions/legislation applicable to vegetation management and fuel-load reduction, will be of critical importance. The Contractor must demonstrate broad experience and expertise in describing project activities, evaluating its consequences, recommending mitigation measures, and analyzing alternatives. The Contractor shall demonstrate ability and expertise to address local, State, and federal statutory requirements, laws, and standards in preparing environmental information documents and other reports, permits, agreements and approvals from local, regional, State, and federal agencies, and other relevant groups and entities having jurisdiction in the project area. The Contractor must have regulatory expertise in CEQA that is up to date on the latest legal changes.

Wildfire Hazard, Risk Modeling, and Geospatial Decision Science - The Contractor, must demonstrate proven expertise in quantitative wildfire hazard and risk analysis. Required capabilities include largescale simulation of burn probability and fire intensity across representative weather conditions; corridor and linear-infrastructure risk characterization encompassing risks to infrastructure, risks from roadside ignitions, and risks associated with corridors functioning as fuel breaks; asset and consequence-based risk scoring; and before-versus-after (counterfactual) treatment modeling to quantify risk reduction and avoided loss. The Contractor should demonstrate that its hazard and risk

methodologies are peer-reviewed or independently validated, aligned with scientific parameters used by California fire authorities, and deployed at scale with public agencies. High-resolution vegetation-structure and fuels mapping (e.g., canopy height, fuel typing) sufficient to support corridor-scale segmentation is desirable, as is demonstrated proficiency in counterfactual empirical methods to evaluate treatment effects on natural resource values, wildfire severity, and postfire recovery trajectories.

Natural and Cultural Resource Assessment/Resource Constraints Expertise – The Contractor must have preparation experience of a broad range of natural resource assessments required for environmental documents and other baseline studies, biological studies (flora/fauna), the importance of native vegetation for tribal use, protocol assessments of special status species, and habitat evaluation for species of the region. Knowledge and familiarity with the wetlands, terrestrial habitat, and species of the region. Good working knowledge of common habitat types and species that occur in California, and familiarity with the State and federally listed threatened and endangered species typically associated with California. Wetlands identification and permitting, site inventory techniques, consultation procedures with federal and State agencies such as the U.S. Fish and Wildlife Service and the California Department of Fish and Wildlife and the preparation of restoration plans and mitigations. The Contractor should have expertise in other natural and physical sciences such as soils, geology, hydrology, silviculture, etc. Examples of geological expertise include ability to address pre- and post-fire issues such as site geology, slope stability, and erodible soils. Contractor must have knowledge of applicable State and federal laws and permits including, but not limited to, the process for obtaining a Streambed Alteration Agreement, Section 7/10 permits, 401/404 permits, various wetland/site grading permits and other possible environmental requirements.

Additionally, Contractor team must include a **Registered Professional Forester (RPF)** to prepare prescriptions consistent with CEQA and the Forest Practice Act for tree management, invasive species management and fuel reduction, and a **Pest Control Advisor (PCA)** to provide consistency with the Caltrans Pesticide Use Program.

Environmental Compliance Support – Contractor must have experience in ensuring that the project remains in compliance with relevant laws, regulations, and permit conditions throughout project implementation and the mitigation monitoring process. Experience with addressing any non-compliance issues promptly and implementing corrective actions as needed.

Geographic Information Systems (GIS) and Geospatial Data Management – The Contractor should demonstrate experience developing, managing, analyzing, and publishing geospatial datasets for vegetation management, wildfire hazard and risk modeling, natural resource management, environmental planning, transportation corridors, or similar public agency programs. Relevant experience should include geodatabase design, data dictionaries, metadata, QA/QC procedures, field data collection workflows, web mapping, and integration of spatial, tabular, imagery, monitoring, and field-collected data. Experience with ESRI technology, transportation data, route and postmile referencing, and public-facing GIS products is desirable.

Graphics and Visual Assessment – The Contractor must be experienced with visual assessment techniques (eg, photo-simulations, drone video simulations) from the perspective of both a driver and “bird’s eye”. Must also prepare selected profiles of the road (500’- 2000’ wide buffer) over the highway corridor, to accurately describe the baseline condition (“existing”) and the target condition (“after treatment”), demonstrating a realistic alteration to the landscape as a desirable attribute to improve safety and reduce wildfire hazard. Must have expertise in preparing high-quality info graphics, graphs, tables, charts, workflows, and presentation materials for public relations and meetings. The Contractor should have expertise in assessing when and what graphics are needed in documents and public presentations.

Public Participation and Community Outreach – The Contractor must be experienced in public participation process, organizing, and conducting workshops, preparing newsletters and graphical

materials, preparing public participation materials, organizing public workshops, and providing specialized community involvement assistance, and providing support for public presentations to local agencies and associations. Expertise in preparing high-quality presentations materials for public relations and meetings. The Contractor team should be able to create public awareness materials as they relate to the environmental planning process and the community outreach process, and inform target audiences and sensitive audiences of projects, helping the public understand construction activities and related impacts.

Community Planning – The desired experience includes analysis of land-use compatibility, general and specific plan processes, evaluating project effects on community plans, policies and values, public services and utilities analysis, and demographics analysis.

Website Publishing and Web Content Accessibility Guidelines (ADA Compliant Documents) – The Contractor must be experienced with preparing and publishing using the Web Content Accessibility Guidelines 2.0/2.1 AA Standards environmental documents and information on a web page, complete with graphics/photo simulations including for public relations and for purposes of meeting public participation requirements. Integrating large databased files into production environments; server-side scripting languages; and user interface to optimize website access by the general public. Optimizing graphics to reduce file sizes and download speeds of graphics for display on State internet websites.

Availability, Schedule, and Project Management – The availability of contractor's staff and subcontractors will be an important selection factor. The state recommends that the SOQ clearly delineates the person(s) that will be responsible for directing the environmental services team, and their relevant experience in such a role

The firm selected for this work and all sub-consultants are precluded from participating in any of the design build or construction or other competitively bid contract work on this project.

MINIMUM REQUIREMENTS

Firms that are interested in providing professional services for this contracting opportunity shall submit the following information in 8.5" x 11" format (11-point font or greater) Firms shall ensure that their written responses indicate how they meet the Selection Criteria in Section IV below.

Submit one (1) electronic copy as detailed below:

1. Letter of interest that includes the Federal Identification Number (FEIN) of the firm as well as the person authorized to negotiate and sign all agreements.
2. Executive Summary (2 pages maximum).
3. Federal Form SF330 ("Architect-Engineer Qualifications") Parts I & II for your firm, and Federal Form SF330 Part II for any proposed sub-contractors. The current revision of these forms is available on the [GSA Webpage for SF330](#).
 - a. For each resume, firms may supplement the Form 330 (no more than one supplemental page per person) with further information on each individual's proposed project assignment and responsibilities, their specific professional experience related to this assignment, and their current work assignment(s) and projected completion dates.
4. Written statement of the firm's qualifications that is responsive to the selection criteria below. Firms shall respond in writing indicating how they believe their qualifications fulfill

the requirements of these criteria. **Firms must respond to each numbered criterion with complete and organized responses.**

5. Additional Required Documents

- a. Current Statement of Information (can be obtained on the [California Secretary of State's website](#)). If operating under a fictitious business name, provide all supporting documentation (i.e. fictitious business name statement certified by the appropriate county clerk).
- b. *If applicable, include the following:* Verification of California license for Professional Engineers, Land Surveyors, or Geologists (can be obtained on [the Department of Consumer Affairs website](#)); or verification of California license for Professional Architects (can be obtained on [the Department of Consumer Affairs website](#)).
- c. If applicable, proof of current certification from the DGS Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS). This information can be obtained [DGS Office of Small Business and Disabled Veteran Business Enterprise Services website](#).
- d. Completed and signed California Civil Rights Laws Attachment, available on the [website link to the Civil Rights Laws Attachment Form](#)
- e. Proof of current registration with the California Department of Industrial Relations as a Public Works Contractor for the firm submitting SOQ, and subs. [Website link to the DIR Contractor Registration Search](#).
- f. Darfur Contracting Act Certification. [Website link to the Darfur Contracting Act Certification Form](#).
- g. Iran Contracting Act Certification. [Website link to the Iran Contracting Certification Form](#).
- h. The Bidder's Declaration Form (GSPD-05-105). This form documents subcontracted services. [The Website link to the GSPD-05-105 Form](#).

The State encourages Small Businesses and Disabled Veteran Business Enterprises participation.

To locate certified firms for subcontracting purposes, start on Cal eProcure. [Website link to Cal eProcure](#). Click on "Small Business / Disabled Veteran Business Enterprise," then "Search for Certified SB/DVBE Firms." In the Certification Type, select any combination of Micro Business (MB), Small Business (SB), or Disabled Veteran Business Enterprise (DVBE).

Additionally, there are fields that allow for a narrowing of the search. In the UNSPSC Classifications field, a search can be conducted in which the words "architectural" or "engineering" are used. If, for example, the UNSPSC Classification for Architectural Engineering (81101508) is selected, in addition to Disabled Veteran Business Enterprise (DVBE), Service Area (County) Sacramento (34), a number of DVBE certified firms that associate with the Architectural Engineering category are shown.

If you feel your company or your subcontractor qualifies as either, visit the [website link to DGS SB & DVBE](#) for more information or call OSDS at (916) 375-4940 for further information.

Please note that no preference in the qualifications category can be given to Small Business firms under the contracting law set up for professional services contracts (Architectural, Engineering, Environmental Services, etc.). Procedures shall assure maximum participation of small business firms, as defined by the Director of General Services pursuant to Government Code Section 14837.

III. SUBMISSION INFORMATION AND DEADLINE

One (1) electronic copy of the SOQ shall be uploaded by the submitting firm to the following DGS Box.com site:

<https://dgscloud.app.box.com/f/c6256e73048942b78a0ac06bda504a5d>

The SOQ electronic copy shall be in PDF format. Hand delivered or dropped off, e-mailed files, and other electronic transmissions will **NOT** be accepted.

Submittal Deadline: **Wednesday, August 5, 2026, at 5:00 P.M.**

IV. SELECTION CRITERIA

SOQ packages meeting the minimum requirements of Section III and submitted as described in Section IV will be evaluated and scored based on the eight (8) criteria listed below.

1. Experience of Firm

Professional experience of the firm in relation to the work to be performed.

- List each person with their role for all staff identified as a part of this proposal.
- Experience of subcontractors in relation to the work performed.
- Nature and quality of completed work.

2. Experience of Principals

Professional experience and licenses of the principals to be assigned to the project.

- List the Principals to be assigned to and involved with the project.

3. Experience of Key Personnel

Professional experience and training of key personnel, including both design and field personnel.

- List staffs experience, education, licensing, certification, and training.

4. Resource Availability

- Firm's resource availability and demonstrated ability to meet deadlines and produce timely required deliverables. SOQs should demonstrate reliability of firm and continuity of firm's staff and sub consultants.

- Location of firm office(s) for project coordination and services.

5. Working with Other Entities

Demonstrated ability to collaborate and work with various utilities, and governmental departments including experience coordinating with multiple stakeholders.

6. Problem Solving

Demonstrated ability to provide creative and innovative solutions to solve design and engineering problems, including unexpected problems, via examples of past projects.

7. Communications Design and Training

Demonstrated ability to present complex, multi-layered requirements in a functional and usable format, and to create and deliver training virtually and in-person asynchronously to staff working for government agencies in field positions and professional in-office positions.

8. Analytical and Decision Science Capability

Demonstrated ability to quantify wildfire hazard and risk, prioritize treatments based on modeled risk reduction benefits, and evaluate treatment outcomes using before versus after simulations and counterfactual empirical analyses—grounded in peer reviewed or independently validated science and supported by a proven record of deployment at scale with public agencies.

Firms SOQ will respond in writing showcasing how their experience fulfills the requirements of the above criteria.

Consultant team shall be comprised of all disciplines necessary to effectively provide essential and ancillary services for the work described for the project. Team shall be experienced with designs of similar nature, size and complexity.

V. CONTRACT ADMINISTRATIVE PROCESS

Firms will be selected on the basis of written responses to this RFQ and an oral interview.

Submittals will be evaluated and scored based upon the above selection criteria for those firms who have complied with the minimum qualification requirements.

Typically, three firms with the highest scores will be selected for the “short list.” These firms will be invited for an interview and asked to make an oral presentation on their firm and its qualifications and experience.

Upon completion of all interviews, a single firm will be selected. The selected firm will be asked to submit a fee proposal specifying the hourly rates for specific classifications of employees, subcontractors, and/or services to be provided. The State will enter into negotiations to create fixed rates. In the event that a satisfactory agreement cannot be negotiated, the State will terminate negotiations with that firm and begin negotiations with the next ranked firm, and so on. After successful negotiations, a contract will be awarded and executed.

The State reserves the right to terminate the selection proceedings at any time.

Ten percent (10%) percent retention will be held for all progress payments made to consultant. When the estimated amount to be retained exceeds ten thousand dollars (\$10,000.00), and the retention continues for a period of 60 days beyond the completion of phased services, upon written request and at the expense of the consultant, the State will pay the retentions earned directly to a state or federally chartered bank in this state, as the escrow agent. [Website link to Public Contract Code § 6106.5](#). Visit the website link for [Public Contract Code § 6106.5 \(e\)](#) for further requirements pertaining to sub-consultants.

VI. LABOR COMPLIANCE MONITORING & ENFORCEMENT PROGRAM - CONTRACTOR REGISTRATION

Pursuant to [Labor Code § 1725.5](#), contractors must register with the Department of Industrial Relations (DIR) as a public works contractor to bid on, be listed in a bid proposal or engage in the performance of any public works contract. The application also provides agencies that administer public works programs with a searchable database of qualified contractors. Application and renewal are completed online [DIR Contractor Registration Info Page](#). The current annual fee can be located on the DIR website. The registration period coincides with the fiscal year.

Firms submitting a SOQ must list their Department of Industrial Relations (DIR) registration number, as well as the DIR registration number for each listed subcontractor. Which subcontractor is assigned to each registration number must be clear. If a coverage determination has been provided by DIR, the coverage determination letter may be submitted in lieu of a DIR registration number.

All A&E firms and subcontractors shall be required to comply with the monitoring and enforcement program, including, but not limited to, contractor registration, submittal of electronic certified payroll reports (eCPRs) directly to the DIR as applicable and cooperation with on-site monitoring by DIR personnel if the work performed is covered by prevailing wage laws. Not all work performed by an A&E firm or its subcontractors are covered by prevailing wage laws. Refer to [Labor Code § 1771.4 et seq.](#) and the [Website link to the Prevailing Wage Requirements](#).

VII. PREVAILING WAGES

Pursuant to [Labor Code § 1774](#), the contractor and any subcontractors, regardless of tier, shall pay not less than the specified prevailing wage rates, as applicable, to all workers employed in the execution of the agreement. [Website link to Labor Code § 1774.](#)

Copies of the prevailing rate of per diem wages are on file at the Department of General Services, which shall be made available to all interested parties. Additionally, prevailing wage rates are available on the DIR website. [Website link to the DIR Prevailing Wage Determination page.](#)

This project is subject to compliance monitoring and enforcement by the DIR.

VIII. ECONOMIC SANCTIONS

Firms submitting an SOQ must be advised of Executive Order N-6-22 Russia Sanctions. On March 4, 2022, Governor Gavin Newsom issued Executive Order (EO) N-6-22 regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. By submitting a SOQ, the submitting firm represents that it is not a target of Economic Sanctions. Should the State determine the submitter is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Bidder’s SOQ any time prior to contract execution, or, if determined after contract execution, shall be grounds for termination by the State.

IX. GENAI DISCLOSURE NOTIFICATION CLAUSE

The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI tools, while balancing the risks of these new technologies.

Bidder / Offeror must notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term “materially impacts” shall have the meaning set forth in [State Administrative Manual \(SAM\) § 4986.2 Definitions for GenAI](#).

Failure to report GenAI to the State may result in disqualification. The State reserves the right to seek any and all relief to which it may be entitled to as a result of such non-disclosure.

Upon notification by a Bidder / Offeror of GenAI as required, the State reserves the right to incorporate GenAI Special Provisions into the final contract or reject bids/offers that present an unacceptable level of risk to the State.

[Government Code 11549.64](#) defines “Generative Artificial Intelligence (GenAI)” as an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system’s training data.

X. QUESTIONS

Technical and contract related questions should be directed to Jennifer Parson, Senior Environmental Planner, at jennifer.parson@dgs.ca.gov.

General questions and questions regarding the submission of RFQs should be directed to Sandy Gomez, Contracts Analyst at sandra.gomez@dgs.ca.gov. and/or Nora Sandstedt, Contract Technician at nora.sandstedt@dgs.ca.gov.

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