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December 10, 2025

**ADDENDUM NUMBER TWO TO REQUEST FOR
STATEMENT OF QUALIFICATIONS (RFSQ-GPM-2526) FOR
GENERAL AND PROJECT MANAGEMENT CONSULTING
SERVICES – CAPITAL DEVELOPMENT**

This Addendum Two (2) is issued to provide:

- Responses to questions submitted on RFSQ-GPM-2526 (Attachment I); and
- Clarifications on certain terms, conditions and requirements in RFSQ-GPM-2526 (Attachment II).

This addendum shall remain in effect throughout the term of the Master Agreement and may be amended, as necessary, to reflect updates or revisions issued by the County.



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No.	Vendor's Question	County's Response
1	The undefined term “quasi-government” within the relevant experience criteria?	For the purposes of this Request for Statement of Qualifications (RFSQ), a “quasi-governmental” organization will be defined as an organization that can perform some degree of public function or provide public services, but that operates independently, often through a blend of public and private financing.
2	What is the definition of "capital development" and how do these projects differ from RFSQ-CE001-999 "Economic Development Services"? The service categories are very similar.	For the purposes of this RFSQ, Capital Development is defined as: the strategic deployment of financial resources to create, improve, or activate physical assets that generate long-term economic and community value. The County seeks to activate and revitalize LA County property through equity-focused capital development projects that create affordable and permanent supportive housing, job opportunities, contracting for small and diverse businesses and providers, and resources for the community. This Q&A document is restricted to questions regarding the current RFSQ.
3	In particular, we noticed that several of the service categories--specifically (3) Planning, Land Use & Economic Development and (5) Real Estate Services – are very similar to service descriptions within the Department's Economic Development Services Bench (RFSQ CEO01-999). Do you recommend that we submit a new application for both benches? Is there a simpler way to "cross-qualify" for both?	It is recommended that vendors apply to all relevant solicitations. Each solicitation operates independently with separate qualification requirements and Master Agreement terms. There is no automatic cross-qualification process.

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4	What is the correct website link to obtain the necessary documents for submission, the link provided has errors?	Please visit https://doingbusiness.lacounty.gov/open-solicitations/ and search by Department: Economic Opportunity for a listing of all active DEO solicitations. It is recommended that all potential Vendors register as a new or returning vendor in the County's WebVen to receive updates to the RFSQ. Registration can be accomplished online via the County's home page at http://camisvr.co.la.ca.us/webven/ .
5	Can you please confirm whether or not the request to register with Webven should be a RampLA registration (Section 5.3, page 10)?	WebVen is an LA County site for vendor registration and has no affiliation with RampLA. All updates to this RFSQ, including new forms and release of Addenda will be uploaded to the LA County bid site. It is recommended that all potential Vendors register in the County's WebVen to receive updates to the RFSQ or check the site regularly to get the latest updates. Registration can be accomplished online via the County's home page at http://camisvr.co.la.ca.us/webven/ .
6	If I have not had any prior experience proposing services directly to the County, and having the company suspended for the last two years, could working as a subcontractor for one of the selected consultants be an option or would I be able to qualify my company? What is important to stress in this submission that the County would find most important?	Your organization must meet the Minimum Mandatory Requirements (MMRs) in Section 3.2: an established U.S. office for the past five (5) years and at least five (5) years of experience within the last ten (10) years in one or more of the following Services Architecture and Design, Engineering, Planning, Land Use & Economic Development, Environmental Services, Real Estate Services, Project Management, or Other General Services. It is the experience of the Primary Consultant, no matter their role on a project, so long as the Primary Consultant meets the requirements stated in the RFSQ. A review of the federal, state, and local database(s) will be conducted to ensure the company is in good standing in the state of incorporation.

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7	We intend to submit for the Architectural Design category – do you require us to submit a list of our sub-consultants and their resumes? i.e. the civil, structural, mechanical/plumbing and electrical engineers etc. with whom we collaborate? If so, are we required to submit proof of licensure for each sub-consultant (where applicable)?	Include all relevant work experience documentation (i.e. resumes of key personnel) that will be used to meet the qualifications for each Service Category. All documentation must clearly indicate the experience of the Primary Contractor only since the Master Agreement will be held by the Primary only. For Work Orders, it's up to the Primary to determine if a need for subcontractors is necessary and the Primary will need to follow the Master Agreement's policy on subcontracting. Vendors responding to eventual Work Orders issued to the Service Category for which they have qualified may team with subconsultants to fulfill all Work Order requirements, at the sole discretion of the County.
8	Can the minimum requirements for a Service category be met by a sub or does it need to be met by the prime?	The Vendor must meet all MMRs as the Prime Consultant applying for this RFSQ and cannot use the experience of a potential sub to meet this requirement. All work experience, no matter the role of the Primary Vendor applying to this RFSQ, may be used to meet the requirements and must clearly indicate its experience only.
9	In situations where the firm was a subconsultant, how strictly will the County enforce the requirement that documentation must clearly indicate the firm's role in project delivery and whether it was the Prime Consultant or listed subconsultant?	All proof of Vendor's work experience, no matter the Vendor's role in obtaining that experience, can be included in the Vendor's Qualifications section. Sufficient evidence of the Vendor's experience will be verified through reference checks so it is critical the Vendor's references are reachable during the entirety of the evaluation process; can verify Vendor's experience; and if needed, verify the Vendors role in the project, whether the Primary or a subcontractor.
10	If a Vendor submits for Architecture & Design only, is it acceptable not to list engineering, environmental, or planning subconsultants at this time?	Yes, a Vendor must only submit documentation for the Service Category for which they are submitting qualifications. A Vendor may submit an SOQ for one or multiple Service Categories.

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11	If a Vendor submits for Architecture & Design now, may additional categories be added later during the open qualification period?	Vendors may apply for one or multiple Service Categories in their initial submission. If a Vendor chooses to add Service Categories after their initial submission, they will need to submit a new SOQ that includes all the required documentation for the additional Service Category(ies).
12	If a project later requires engineering or environmental support, may the Vendor onboard subconsultants on a task-order basis rather than listing them in the SOQ?	Vendors can only respond to Work Orders issued to the Service Category for which they have qualified. Vendors may work with other qualified Vendors on a Master Agreement list, but a Vendor cannot use the qualification of a subconsultant to qualify for work under a different list. The Vendor must be pre-qualified through the RFSQ process before submitting a Work Order.
13	Does the prime firm Vendor need to include subconsultants that would help meet the 15% goal for this RFSQ? Or is this just for informational purposes when future solicitations are issued that this preference goal will be required?	There is no required 15% goal at this stage of the RFSQ. For Vendors interested in participating in a County Enterprise/Preference Program, Vendors must be certified at the time of SOQ submission as noted under Paragraph 6.0 County's Preference Programs.
14	If the prime is a certified CBE and LSBE firm, will its subconsultants need to be CBE certified as well?	No. If the Vendor/Prime is certified CBE and LSBE, its subconsultants do not need to be CBE certified. The preference is only applied during the evaluation process when cost is a factor.
15	How many work samples are required for each category proposed?	Submit three (3) project examples of work performed for government or quasi-government agencies (such as public works, public park, public realm projects or similar agency entities). Per the RFSQ Section 3.0, Vendors may use the same project samples to satisfy multiple requirements. Vendors must clearly state the sample is being used to qualify under different service categories.
16	Can submitted projects be ongoing or do they need to be completed?	All projects must be in progress with at least one (1) project completed in the past three (3) years.

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17	Should additional projects besides the three proof of work experience samples be provided in an appendix outside of the page limits?	No, only three project samples per Service Category, as those, and only those projects will be evaluated.
18	Please confirm whether work performed for housing authorities would qualify as meeting the "government or quasi-government agencies" classification?	Yes. Services provided to housing authorities would qualify and meet the government or quasi-government classification.
19	Would a project on which we served as the architect to a developer who is redeveloping property owned by a government or quasi-government agency qualify? (e.g. Developer responds to public agency RFP to redevelop public property; we serve as architect to the developer who receives the bid.)	Yes. Vendors who have provided services as a subconsultant on a project team providing services to a government or quasi-government agencies (such as serving as an architect to a developer redeveloping a public property) may submit such as experience as part of their SOQ for evaluation. Vendors are encouraged to follow all guidance in Section 7.4.3 to clearly demonstrate that such experience meets the MMRs.
20	The requirement states that three project examples must be submitted for work performed for government or quasi-government agencies. Does experience gained through publicly-funded projects managed by non-profit developers (affordable housing projects) qualify as "quasi-government agency" work?	Publicly funded projects managed by non-profit developers qualify as work performed for government or quasi-government agencies.
21	In Section 3.2.5.3, could you please clarify what is meant by "Industry Growth Sector" (page 6)?	The County is actively pursuing strategies to support industry growth sectors to drive innovation, inclusive growth, as outlined in key research documents such as LA County's Life Sciences Industry Strategy and Action Plan and Los Angeles County Regional Report .
22	In Section 3.2.5 Real Estate Services, can you please quantify the leasing expectations for	Specific tasks will be addressed during the work order solicitation process.

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	commercial office, mixed-use, industrial, etc. (page 6)?	
23	In Section 3.2.5 Real Estate Services, can you please quantify the development expectations for commercial office, mixed-use, industrial, etc. (page 6)?	The Vendor can support the County in advancing public-private real estate development projects, providing expertise in feasibility analysis, deal structuring, entitlement strategy, and implementation planning, acting as a technical and facilitative partner, helping evaluate development scenarios, coordinate with private developers and public agencies, and guide projects toward viable, financeable, and community-aligned outcomes. Services may include analysis, negotiation support, and strategic advisory at any stage of the Public-Private Partnership (P3) lifecycle.
24	In Section 3.2.5 Real Estate Services, do the commercial real estate task orders anticipated include both office and industrial (page 6)?	Eventual Work Orders that are issued through this Master Service Agreement (MSA) for the Real Estate Services category may include a range of commercial and mixed uses, office, light manufacturing, and industrial.
25	Can you please clarify what is included in the scope of development agreement negotiation and drafting, and mixed-use development?	This RFSQ is designed to pre-qualify vendors for inclusion on an MSA that will allow the County to issue Work Orders for specific projects as needed. The service categories detailed in Section 3.2.3 (Planning, Land Use and Economic Development), and 3.2.5 (Real Estate Services) provide general descriptions of the types of services that may be requested through future Work Orders to pre-qualified vendors. Specific scopes of work, deliverables, timelines, and budget parameters will be defined in individual Work Orders issued under the MSA. Vendors who are pre-qualified through this RFSQ process will be invited to respond to these Work Orders with detailed proposals tailored to the specific project requirements.
26	Will participation in this process preclude respondents from bidding on future development	No, submitting to this RFSQ would not preclude respondents from bidding on future development opportunities. Entities will be

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	opportunities as a developer (assuming those opportunities concern sites on which they have not previously worked)?	required to disclose any potential conflicts of interest for all eventual Work Orders that will be awarded through this MSA, and conflicts of interest will be evaluated specific to the Work Order at hand.
27	If we are interested in submitting for more than one Service Category, are we required to submit separate proposals for each category? Can a bidder specify which work examples, references, and team members pertain to each category?	Vendors may submit a single SOQ for one or multiple Service Categories they are qualified for. If Vendors are submitting for multiple Service Categories, they may include three (3) project samples as Proof of Work experience for each applicable category. Vendors should include clear labels and descriptions that explicitly connect the Work Sample to the relevant Service Category(ies).
28	If a project sample covers multiple service categories for which the firm is applying (e.g., Architecture and Project Management), should the descriptions and deliverables clearly delineate the scope performed for each category?	Yes, each Work Sample must clearly identify which Service Category(ies) to which it is relevant. Vendors should include clear labels and descriptions that explicitly connect the Work Sample to the relevant Service Category(ies). This allows evaluators to assess the Vendor's qualifications and experience for each specific Service Category.
29	If a company provides information for several categories, can you win approval to be qualified for some categories and not others?	Yes. Vendors may be approved for some Service Categories and not others when submitting for multiple categories. The qualification process evaluates each Service Category independently based on the Vendor's demonstrated experience and compliance with the MMRs for that specific category.
30	Will the DEO be considering companies that specialize in one specific service from the (7) Service categories listed in sections (3.2.1 – 3.2.7)? Or will vendors be required to perform all services listed within each Service category?	Vendors are not required to demonstrate capability in all services listed within a Service Category to qualify. Vendors who specialize in specific service(s) within a Service Category are encouraged to submit qualifications in such a way that they clearly identify which services they can provide.

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31	Since the Architecture and Design category includes services such as "Architectural Design," "Urban Design and Placemaking," "Landscape Architecture," "Resiliency and Sustainability," and "General Management", what proportion of Work Orders is typically dedicated solely to traditional design versus management services (cost assessments, site inspections)?	Eventual Work Orders issued through this MSA will specify the project needs, including all anticipated breakdowns of task order needs.
32	When multiple types of services are listed under a category (Affordable Housing/Mixed-use Development Planning in Planning, Land Use & Economic Development, or Architectural Design in Architecture and Design), is there a preference for firms that specialize in a particular service type?	There is no preference. This RFSQ is intended to qualify Vendors for Master Agreements across one or more general Service Categories. As services are needed, Work Order solicitations will be issued for the relevant categories, and Vendors with Master Agreements may then competitively bid on those Work Orders.
33	Under architecture, would potential scopes include master planning/ feasibility studies?	Work Orders with scopes for master planning and feasibility studies may be issued under any one of the listed Service Categories, depending on the unique needs of the project the Work Order is serving. Vendors with qualifications across multiple Service Categories are encouraged to submit qualifications for each.
34	May we include a brief (1-page) cover letter before the Table of Contents?	Yes, a cover letter may be included before the Table of Contents.
35	What is the page limit per Service Category, not including the required forms/exhibits?	The narrative summary for each Service Category, limit the total number pages to ten (10) with a minimum font size of 11. The Vendor may submit additional information and may do so as an appendix item to the work sample. Additional materials in appendices will be reviewed at the County's discretion.

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36	Is there a preferred format or page limit for project samples (narrative length, number of images, etc.)?	Vendors should submit detailed and concise project samples that will meet the qualification under the corresponding Service Category. For project samples, limit the total number pages to ten (10) with a minimum font size of 11. The Vendor may submit additional information and may do so as an appendix item to the work sample. Additional materials in appendices will be reviewed at the County's discretion.
37	Is there a page limit for each work sample, and is there a maximum number of work samples that may be included?	Vendors shall submit (3) project samples as detailed in Section 3.5. See page limitation and font requirement under Answer 36.
38	Within Section A (Vendor Qualifications), may the vendor provide combined responses (e.g., company background, insurance, and general qualifications) that apply to both service categories, while clearly distinguishing experience, project examples, and key staff by service? Or must separate, standalone responses be completed for each service category within Section A?	Yes, Vendors may provide combined responses, while clearly distinguishing experience, project examples, and key staff by service.
39	Although section 7.4.3 discusses Exhibits 4, 7, and 8, is it correct to assume that these forms should only be mentioned here, and then actually be included in the Required Forms section later in the document?	That is correct.

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40	In addition to the resume for the Primary Contact requested on 7.4.3.1.6, should resumes or other information about additional team members be included in an appendix outside of the page limits?	Vendors may include resumes of additional key personnel as an appendix item. Additional materials in appendices may be reviewed at the evaluators' discretion.
41	Please confirm whether the County will provide a required form/template for the Work Sample section referenced in RFSQ Section 7.4.3.1.7 (items B.1–B.5), or if proposers should prepare and format their own work samples.	There's no standard form or template for work samples. Vendors are encouraged to follow all guidelines listed in section 7.4.3.1 and the format requirements listed under Answer 36.
42	Under 7.4.3.1.9. B Work Sample – can we provide site plans, floor plans, and/or elevations only? Or shall we include an entire design package set? What would be most satisfactory to satisfy the request for a “representative sample of deliverables”?	Samples may be excerpted or condensed for submission purposes, provided they adequately represent the consultant's capabilities in the relevant Service Category.
43	Since the RFSQ allows submission for multiple service categories under one SOQ, can the vendor complete and submit the required forms once to apply to all categories, or does the County require duplicate completion of all Section B forms (Exhibits 1–12, including the Declaration) for each individual service category?	Required forms just need to be submitted once, since the SOQ will identify the Service Categories.
44	There is an error with the fillable portion of Exhibit 1 when checking the business structure “Corporation” – “LLC” also becomes checked. Additionally, when entering the Year of	Form has been updated. Please refer to the Doing Business With Los Angeles County solicitation website .

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	Incorporation, the Limited Partnership information below auto populates. Can you please provide an updated form?	
45	On Exhibit 7 it asks that we list “all public entity contracts for the last 3 years...” (<<our emphasis in bold/italics). For most service categories, this would amount to many dozens of contracts in the past 3 years; may we limit this list to something perhaps 12 relevant project contracts per service category (which would be 2 pages per service category)?	Yes.
46	Can you please clarify whether references must be provided both within the proposal document and in Exhibit 8?	Yes, references must be provided in both sections, Vendors must submit their 3 references as part of the SOQ package in (Section A), Exhibit 8 will allow you to submit your 3 references, with the option to include (3) alternate references if a reference is non-responsive.
47	Other than the Exhibit 9 “Contribution and Agent Declaration” form, can you please specify which (if any) forms that Subconsultants must provide for inclusion in the Prime’s SOQ submittal?	Exhibit 9 is to be completed by both the Proposer and the Subconsultant to declare any contributions made to the County. All the other forms in Appendix B will be completed by the Proposer.
48	Exhibit 10 (Pricing Schedule) is a required form. Does the initial Pricing Schedule submitted with the SOQ apply to all future Work Order bids, or is it used only for qualification purposes, with individual pricing submitted for each Work Order?	The Pricing Schedule is no longer a required form. When individual Work Order bids are issued and a winning bid is selected, County and the awarded Vendor will then negotiate the final pricing as part of the contract executed.
49	Exhibit 11 – Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion	Yes.

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	– Lower Tier Covered Transactions (45 C.F.R. Part 76) is listed as a required form for Section B. However, it appears there is no signature line or checkbox to acknowledge the contents of the form. Should we include the form in our submittal as-is to indicate acknowledgment, or would you prefer that we include a note on the form confirming our acknowledgment? Or will a corrected version of the form with a signature line or checkbox be provided?	
50	Are consultants required to complete the Certificate of Compliance form?	Yes.
51	Indemnification provisions for Professional Liability/Errors and Omissions Insurance vary based on the service category (Architectural, General Management, Project Management). If a Work Order involves integrated services falling under multiple categories, which indemnification standard will govern the work?	The indemnification standard will be determined based on the primary Scope of Services in the Work Order. For Work Orders with integrated services falling under multiple categories, the County will determine which indemnification provisions will apply to the primary service category. Additional requirements may be included in the Work Order if needed for the nature of the work.
52	Can the County provide any indication of the expected volume or scale of capital projects anticipated during the initial contract term (e.g., number of projects or annual budget range)?	The County does not have a defined anticipated range for the volume or scale of capital projects during the Master Service Agreement through June 30, 2030, as project needs will vary based on County development priorities, funding availability, and strategic opportunities that arise.
53	Can the DEO share specifics on the projects they expect to solicit from companies that are selected for Master Agreements bench within the first two years?	This information is not available currently.

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54	Could the County share a high-level overview of its current real estate portfolio (e.g., approximate number of locations, geographic footprint, and primary facility types) to help vendors understand the potential scope of future Work Orders?	An overview of current DEO-managed, County-owned capital assets can be found on the DEO website here: LA County Capital Development Projects - Department of Economic Opportunity . However, this list is subject to change and it's important to note that DEO does not manage all county-owned assets.
55	Does the County currently utilize any internal systems or technology platforms for lease administration, project tracking, or portfolio reporting? If so, will vendors be expected to integrate with existing tools or propose alternatives under future Work Orders?	Specific requirements regarding technology platforms, data management systems, and integration protocols will be clearly defined in individual Work Orders as applicable to each project.
56	Considering the upcoming Thanksgiving Holiday, can the Dec. 8 deadline be extended?	Yes. RFSQ responses will be accepted on a rolling (continuous) basis through June 30, 2030. Vendors are strongly encouraged to submit their qualifications by the priority deadline, which has been extended to January 7, 2026 (originally December 8, 2025) to be considered for Work Orders in the new year. Vendors may submit qualifications ahead of the deadline.
57	What is the anticipated timeline following qualification for issuing the first Work Orders under this RFSQ?	Respondents who submit by the priority deadline of January 7, 2026 (originally December 8, 2025) and meet all RFSQ qualifications for a service area may be issued MSAs in late Spring 2026. Request for Work Orders will be issued thereafter although there is not a definitive timeline attached, and work is not guaranteed.
58	Will the County release Q&A responses to all participating Vendors, or only to those who submitted questions?	Responses will be shared via Addendum, which will be posted on the solicitation site.

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59	Will there be any future Vendor briefings or informational meetings after the initial SOQ window?	No.
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Section	Replacement
Subparagraph 3.5, Demonstration of Relevant Work Experience	Demonstration of Relevant Work Experience is deleted and replaced with: The vendor shall provide proof of previous work experience for each of the Service Category and any additional Optional Services for which they are applying. All work experience documentation must clearly indicate the role of the Prime consultant in project delivery.
Subparagraph 3.5, Demonstration of Relevant Work Experience, 3.5.1 Work Experience Documentation	It is deleted in its entirety and replaced with: For each applicable Service Categories, the Vendor shall submit three (3) project examples of work performed for government or quasi government agencies (such as public works, public park, public realm projects or similar agency entities). All projects must be under construction with at least one (1) project completed in the past three (3) years. The proof of work experience shall include detailed the Service Category Vendor is applying, descriptions, deliverable work product samples, and client references. The detailed descriptions shall include a general description of the project or work assignment, the consultant's specific role and scope of services, the contractual value in dollars, and the dates of Service(s). The work product samples should clearly indicate the nature and quality of the work. The samples can and should be edited for length and volume (i.e., they may be partial as long as they sufficiently represent the Services being applied for in this SOQ).

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	For each project or work samples, the Vendor shall also list a client reference name and contact information. The client may be the governmental, quasi- governmental or non-governmental agency, or the Prime Consultant if the services were provided to another consultant. For project samples, limit the total number pages to ten (10) with a minimum font size of 11. The Vendor may submit additional information and may do so as an appendix item to the work sample. Additional materials in appendices will be reviewed at the County's discretion.
Subparagraph 7.4.4, Required Forms (Section B) Exhibit 10 Pricing Schedule	Exhibit 10 Pricing Schedule is deleted in its entirety, and it is no longer a required form.