INTERNAL SERVICES DEPARTMENT

REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
FOR
DISASTER AND EMERGENCY SERVICES
RFSQ# GCS-10635-S
February 24, 2026

Prepared By

County of Los Angeles

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A **Master Agreement**: Identifies the terms and conditions in the Master Agreement.

B **Required Forms**: Forms that must be completed and included in the Statement of Qualifications (SOQ).

C **Solicitation Requirements Review (SRR) Request**: Transmittal form sent to Department requesting a Solicitation Requirements Review.

D **Background and Resources:** California Charities Regulation: An information sheet intended to assist nonprofit agencies with compliance with SB 1262 - the Nonprofit Integrity Act of 2004 and identify available resources.

1.0 SOLICITATION INFORMATION AND MINIMUM MANDATORY REQUIREMENTS

RFSQ Release Date	February 24, 2026
RFSQ Contact	Bernardo Franco, via email: BFranco@isd.lacounty.gov
Solicitation Requirements Review (SRR) Request Due	March 03, 2026
Deadline to Register for Virtual Vendor's Conference	March 11, 2026, by 5:00 pm PST
Optional Virtual Vendor's Conference	March 12, 2026 at 10:00 am
Written Questions Due	March 19, 2026, by 5:00 pm PST
Questions and Answers Released via Addendum	March 26, 2026
SOQ's Due (Initial Due Date)	April 09, 2026 by 2:00 pm PST
Anticipated Master Agreement Term	Ten (10) years with three (3) additional two-year options and six (6) month-to-month extensions, total sixteen (16) years and six (6) months
Minimum Mandatory Requirements (MMRs)	Vendor must have three (3) years of cumulative experience, within the last five (5) years providing Disaster and Emergency Services in each category for which they are attempting to qualify and have appropriate regulatory agency licenses in good standing with the respective licensing agencies, as indicated in Paragraph 2.1 (Scope of Work) of this RFSQ.
Minimum Mandatory Requirements for Incumbent Contractors	Contractors with an active DESMA will be afforded the opportunity to re-qualify in the same DESMA Service Category(ies) under which they are currently qualified, and may obtain a new DEMSA provided they meet the following Minimum Mandatory Requirement: **Complete, sign and submit new RFSQ Forms provided in Appendix B.1 (Required Forms for Incumbent Contractors) of the new RFSQ by April 9, 2026 and compliance with Paragraph 3.1 (Unresolved Questioned Costs).**

2.0 GENERAL INFORMATION

2.1 Scope of Work

The County of Los Angeles (County) is one of the nation's largest counties with the largest population at over 10 million of any county in the United States. As a subdivision of the State of California, the County is charged with providing numerous services that affect County operations and the lives of all residents. Each County department provides critical functions and essential services to the County's over 10 million residents. These departments span a wide range of areas including public safety, healthcare, social services, infrastructure, and environmental protection. Key departments include the Sheriff's Department, the Department of Public Health, the Department of Mental Health, and the Department of Public Social Services, among others. Together, they form the backbone of County governance, ensuring the well-being, safety, and quality of life for one of the most populous and one of the most culturally diverse regions in the United States. Disaster and emergency contracted services are critical to ensuring that the County can rapidly maintain and restore essential operations during emergencies, disasters, and large-scale disruptions affecting its residents. These contracted services provide the specialized resources, capacity, and expertise necessary to support County departments in protecting public health and safety, sustaining critical services, and preserving operational continuity.

Given the County's responsibility to serve and protect one of the nation's largest populations and to ensure continuity of critical services during emergencies, the County's Internal Services Department (ISD) (Department) is seeking qualified companies to enter into Master Agreements with the County to provide as-needed Disaster and Emergency Services as described in sub-paragraph 7.4.2.2 (Summary of Service Categories) of this document.

Pursuant to California Codes, Government Code Sections 31000 and 31000.4, the resulting Master Agreements are for the provision of disaster and emergency services on an as-needed basis. Such services may be utilized for any emergency services not to exceed a maximum of ninety (90) days and vendors must be able to respond within 24-hour notice. The County reserves the right to contract with other entities for the same or similar services.

Vendors may seek to qualify in one or more of the following Disaster and Emergency Services categories:

1. High Voltage Repair
2. Debris Removal
3. Fire & Life Safety
4. Relocation Services
5. Slope/Watershed Protection

6. High Wind Protection
7. Gas Turbine Repair
8. High Pressure Boiler Repair
9. Valve Repair and Testing
10. Power Plant Instrumentation Repair
11. Welding Services
12. Emergency Temporary Custodial Services
13. Emergency Temporary Armed Security Guard Services
14. Emergency Temporary Unarmed Security Guard Services
15. Traffic Control Services
16. As-Needed Heating, Air Conditioning & Ventilation (HVAC) Services
17. As-Needed Homeless Encampment Cleanup Services
18. Duct Cleaning Services
19. Emergency Meal and Sack Lunch Services
20. As-Needed Emergency Transportation Services

Sub-paragraph 7.4.2.2 (Summary of Service Categories) of this document provides additional detail for each service category under the DESMA.

2.2 Overview of Solicitation Document

This Request for Statement of Qualifications (RFSQ):

2.2.1 Specifies the Vendor's minimum qualifications, provides information regarding some of the requirements of the Master Agreement and the solicitation process.

2.2.2 Contains instructions to Vendors in how to prepare and submit their Statement of Qualifications (SOQ).

2.2.3 Explains how the SOQ will be reviewed, selected and qualified.

2.2.4 The following Appendices are included in the RFSQ:

A **Master Agreement**: The Master Agreement used for this solicitation. The terms and conditions shown in the Master Agreement are not negotiable.

B **Required Forms**: Forms contained in this section must be completed and included in the SOQ.

C **Solicitation Requirements Review (SRR) Request**: Transmittal sent to Department requesting a Solicitation Requirements Review.

D **Background and Resources: California Charities Regulation**: An information sheet intended to assist Nonprofit agencies with compliance with SB 1262 – the Nonprofit Integrity Act of 2004 and identify available resources.

2.3 Terms and Definitions

Throughout this RFSQ, references are made to certain persons, groups, or departments/agencies. For convenience, a description of specific definitions can be found in Appendix A (Master Agreement), Paragraph 2.0 (Definitions).

2.4 Master Agreement Process

The objective of this RFSQ process is to secure qualified Vendors to provide Disaster and Emergency services. Specific services, tasks, deliverables, etc., will be determined at the time Subordinate Agreements (or Purchase Orders) are required.

2.4.1 Master Agreements will be executed with all Vendors determined to be qualified.

2.4.2 Upon the Department's execution of these Master Agreements, the qualified Vendors will become County Contractors and thereafter be solicited under competitive conditions to provide as needed Disaster and Emergency services under Subordinate Agreements to be awarded by County. Subordinate Agreements will include a Statement of Work which will describe in detail the particular project and the work required for the performance thereof. Pricing will be requested based on the Statement of Work and correspondingly payment for all work will be either on a time and materials basis or on a fixed price per deliverable basis, subject to the Total Maximum Amount specified on each individual Subordinate Agreement.

2.4.3 The execution of a Master Agreement does not guarantee a Contractor any minimum amount of business.

2.4.4 Subordinate Agreements will be limited to Contractors that have been qualified for the specific service category applicable to the required work and as needed by the County during the event of a disaster or emergency.

2.5 Master Agreement Term

The term of the Master Agreement will be ten (10) years with three (3) additional two-year and six (6) months renewal option periods. Option periods will be exercised at the Department's discretion.

County will be continuously accepting SOQs throughout the duration of the Master Agreement to qualify new Vendors. The Master Agreement will become effective upon the date of its execution by the Director of the Internal Services Department, or designee, and expires ten (10) years after the Board of Supervisor's approval date, unless extended or terminated.

2.6 Indemnification and Insurance

Vendor will be required to comply with the Indemnification provisions contained in Appendix A (Master Agreement), Paragraph 8.19. Vendor must procure, maintain, and provide to the County proof of insurance coverage for all the programs of insurance along with associated amounts specified in Appendix A (Master Agreement), Paragraphs 8.20 and 8.21.

3.0 MINIMUM MANDATORY REQUIREMENTS

Interested and qualified Vendors that meet the Minimum Mandatory Requirements stated below are invited to submit an SOQ.

3.1 Unresolved Questioned Costs

If Vendor's compliance with a County contract has been reviewed by the Department of the Auditor-Controller (A-C) within the last 10 years, Vendor must not have unresolved questioned costs identified by the A-C, in an amount over $100,000, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for six months or more from the date of the A-C Report, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.

3.2 References

At least one (1) of the Vendors references provided in Appendix B (Required Forms), Exhibit 9 (List of References) must be responsive and validate that the Vendor meets the Minimum Mandatory Requirements identified in Section 3.3 (Minimum Mandatory Requirements).

3.3 Experience

Vendor must have three (3) years of cumulative experience, within the last five (5) years providing Disaster and Emergency Services in each category for which they are attempting to qualify and have appropriate regulatory agency licenses in good standing with the respective licensing agencies, as indicated in Paragraph 2.1 (Scope of Work) of this RFSQ. Vendors may not use subcontractor's experience to meet this Minimum Mandatory Requirement.

OR

3.4 Minimum Mandatory Requirements for Incumbent Contractors

Contractors with an active DESMA will be afforded the opportunity to re-qualify in the same DESMA Service Category(ies) under which they are currently qualified,

and may obtain a new DESMA provided meet the following Minimum Mandatory Requirement:

- Complete, sign and submit new RFSQ Forms provided in Appendix B.1 (Required Forms for Incumbent Contractors) of the new RFSQ by April 9, 2026 and compliance with Paragraph 3.1 (Unresolved Questioned Costs).

3.5 Specific Category Qualifications

Vendors that meet the minimum qualifications above must still provide category specific qualifications. Each Category's required list of Licenses, Certificates and other documents is provided below. The Disaster and Emergency Services Categories are listed in groups of similar services.

3.5.1 High Voltage Repair

3.5.1.1 Transformer and Switchgear Testing

- California Contractor's C-10 License with NETA Certified.

3.5.1.2 Electrical Acceptance Testing and Commissioning

- California Contractor's C-10 License with NETA Certified.

3.5.1.3 Infrared Inspections

- California Contractor's C-10 License with NETA Certified

3.5.1.4 Circuit Breaker Remanufacturing

- California Contractor's C-10 License with NETA Certified.

3.5.1.5 Dielectric Fluid Analytical Services

- California Contractor's C-10 License with NETA Certified.

3.5.1.6 Partial Discharge Cable Testing

- California Contractor's C-10 License with NETA Certified.

3.5.1.7 High Voltage Power Lines

- California Contractor's C-10 License with NETA Certified.

3.5.2 Debris Removal

3.5.2.1 Removal of landscaping debris

- California Contractor's C-27 License

3.5.2.2 Removal of fire ash and wind-borne debris

3.5.3 Fire & Life Safety

3.5.3.1 Fire Life Safety Systems

- California Contractor's C-16 License with NFPA Certified or California Contractor's C-10 License.

3.5.3.2 Plumbing Systems

- California Contractor's C-36 License.

3.5.4 Relocation Services

3.5.4.1 Evacuation Support

- Public Utilities Commission Permit to operate as a highway carrier.

3.5.5 Slope/Watershed Protection

3.5.5.1 Slope Protection

- California Contractor's License A or B with Hazardous Substance Removal Endorsement.

3.5.5.2 Watershed Protection

- California Contractor's License A or B with Hazardous Substance Removal Endorsement.

3.5.6 High Wind Protection

3.5.6.1 Board Up Services

- California Contractor's License A or B with Hazardous Substance Removal Endorsement.
- California Contractor's License C-39.

3.5.6.2 Tree Removal

- California Contractor's License A or B with Hazardous Substance Removal Endorsement.

3.5.7 Gas Turbine Repair

3.5.7.1 Field Service Repairs pursuant to Paragraph 3.3 Minimum Mandatory Requirements

3.5.7.2 Depot Level Repairs pursuant to Paragraph 3.3 Minimum Mandatory Requirements

3.5.8 High Pressure Boiler Repair

3.5.8.1 Water Tube Boiler Repairs and Fire Tube Boiler Repairs

- California Contractor's C-4 Boiler License, Hot Water Heating and Steam Fitting Contractor, issued by the California Contractors State License Board (CSLB).
- Specialized Certification: American Society of Mechanical Engineers (ASME) "S" and "PP" Stamps; National Board of Boiler and Pressure Vessel Inspectors "R" Stamp.

3.5.9 Valve Repair and Testing

3.5.9.1 Testing, Calibration, and Repair

- Specialized Certification: National Board of Boiler and Pressure Vessel Inspectors “VR” Stamp.

3.5.10 Power Plant Instrumentation Repair

- Specialized Certification: South Coast Air Quality Management District (SCAQMD) Portable Boiler Combustion Analyzer Certification.

3.5.11 Welding Services

- California Contractor’s C-60 Welding License
- American Welding Society (AWS) D1.1 Welder Qualification Test Records (WQTR)

3.5.12 Emergency Temporary Custodial Services

3.5.12.1 Proposers must demonstrate that they have three (3) consecutive years’ experience, within the last five (5) years providing Custodial services for at least an aggregate 350,000 square feet located in one or multiple facilities.

3.5.13 Emergency Temporary Armed Security Guard Services

3.5.13.1 Vendors must demonstrate they have (i) three (3) cumulative years’ experience within the last five (5) years providing armed security guard services to other governmental agencies, with a minimum aggregate deployment of 25 guards within the three (3) cumulative years to those same governmental agencies located in one or multiple locations and (ii) a valid and active California-issued private patrol operator license to perform the requested services or same as described in RFSQ, Section 7.4.2.2 Vendor’s Qualifications (Section A), Summary Categories, Category XIII, Emergency Temporary Armed Security Guard Services.

3.5.14 Emergency Temporary Unarmed Security Guard Services

3.5.14.1 Vendors must demonstrate they have (i) three (3) cumulative years’ experience within the last five (5) years providing unarmed security guard services to other governmental agencies, with a minimum aggregate deployment of 25 guards within the three (3) cumulative years to those same governmental agencies located in one or multiple locations and (ii) a valid and active California-issued private patrol operator license to perform the requested services or same as described in RFSQ, Section 7.4.2.2 Vendor’s Qualifications (Section A), Summary Categories, Category XIV, Emergency Temporary Unarmed Security Guard Services.

3.5.15 Traffic Control Services

3.5.15.1 Vendors must possess a valid and active certification by the American Traffic Safety Services Association (ATSSA) or an equivalent recognized agency that provides traffic control training based on and as required by the California Manual on Uniform Traffic Control Devices (CAMUTCD) latest edition, currently the CAMUTCD 2020 Revision 11.

3.5.15.2 Vendors must submit proof of valid and active State of California Department of Industrial Relations Public Registration pursuant to Labor Code 1725.5. **Pending registrations will not be accepted.**

3.5.16 As-Needed Heating, Air Conditioning & Ventilation (HVAC)

3.5.16.1 Vendors must demonstrate a minimum of three (3) years' cumulative experience within the last five (5) years providing HVAC installation, repair and maintenance services at commercial/industrial facilities with a minimum of 10,000 square feet.

3.5.16.2 Hold and maintain a valid California Contractor's C-20 License.

3.5.17 As-Needed Homeless Encampment Cleanup Services

3.5.17.1 Hazardous Disposal Services

- U.S. EPA Hazardous Waste Generator Identification Number
- U.S. EPA Acknowledgment of Notification of Regulated Waste Activity (RCRA Subtitle C)
- California Hazardous Materials Business Plan (HMBP) Certification / Registration
- California Highway Patrol (CHP) Hazardous Materials Transportation License
- California Contractors State License Board – Hazardous Substance Removal Certification (HAZ)
- California DMV license with "X" designation for Hazardous Materials
- Department of Toxic Substances Control Hazardous Waste Transporter Registration
- California Contractors State License Board license with "HAZ" designation
- Documented Operator Training and Certification for Heavy Equipment (OSHA-Compliant)

3.5.17.2 Medical Waste Disposal Services

- U.S. EPA Hazardous Waste Generator Identification Number
- California Department of Public Health (CDPH) Medical Waste Transporter Registration
- California Department of Toxic Substances Control (DTSC) Hazardous Waste Transporter Registration
- California Department of Public Health (CDPH) Medical Waste Transporter Registration
- Documented Heavy Equipment Operator Training and Certification (OSHA-Compliant)

3.5.17.3 Rubbish Removal/Disposal Service

- Los Angeles County Department of Public Health (LACDPH) Solid Waste Collection Permit
- Documented Heavy Equipment Operator Training and Certification in Compliance with OSHA Standards

3.5.18 Duct Cleaning Services

- California Contractors State License Board (CSLB) C-20 Warm-Air Heating, Ventilating and Air-Conditioning (HVAC) Contractor License

3.5.19 Emergency Meal and Sack Lunch Services

3.5.19.1 Processed Food Registration (PFR) certificate issued by California Department of Public Health per California Health and Safety Code Section 110460 or County and /or City issued food establishment permit such as LA County Public Health Permit.

3.5.19.2 Food Safety Certification such as Servsafe.

3.5.19.3 Vendor must provide after-hours telephone number(s) and contact name(s) for placing 24-hour emergency orders seven (7) days a week.

3.5.19.4 Vendors must certify their understanding and compliance with Los Angeles County Food Product and Transportation requirements as stated in Appendix A-Required Forms Exhibit 7, Statement of Qualifications Submittal Form, 3.5.19, Emergency Meal and Sack Services.

3.5.20 As Needed Emergency Transportation Services

3.5.20.1 Vendor must provide a valid an active United States Department of Transportation (USDOT) number and maintain

current operating authority, as applicable, issued by the Federal Motor Carrier Safety Administration (FMCSA).

3.5.20.2 Vendor must maintain an after-hours contact and provide telephone number(s) and contact name(s) for 24-hour emergency services, seven (7) days a week.

Vendors may not use subcontractor's experience to meet the Minimum Mandatory Requirements listed above.

3.6 New Firm Eligibility

Vendors may submit SOQs in the event that they have not been in business for the minimum number of years required in the paragraph above. Vendors may qualify if the Vendor's principals, partners, or officers personally meet the minimum qualifications from previous organizations. Vendors must explicitly state that they are seeking to qualify under this provision.

4.0 COUNTY'S RIGHTS AND RESPONSIBILITIES

4.1 Representations Made Prior to Master Agreement Execution

The County is not responsible for representations made by any of its officers or employees prior to the execution of the Master Agreement unless such understanding or representation is included in the Master Agreement.

4.2 County's Right to Amend Request for Statement of Qualifications

The County has the right to amend the RFSQ by written addendum. The County is responsible only for that which is expressly stated in the solicitation document and any authorized written addenda thereto. Such addendum will be made available to each person or organization which County records indicate has received this RFSQ. Should such addendum require additional information not previously requested, failure to address the requirements of such addendum may result in the SOQ not being considered, as determined in the sole discretion of the County. The County is not responsible for and will not be bound by any representations otherwise made by any individual acting or purporting to act on its behalf.

4.3 County's Option to Reject SOQs

The County may, at its sole discretion, reject any or all SOQs submitted in response to this solicitation. The County will not be liable for any cost incurred by a Vendor in connection with preparation and submittal of any SOQ. The County reserves the right to waive inconsequential disparities in a submitted SOQ.

4.4 Background and Security Investigations

Background and security investigations of Vendor's staff may be required at the discretion of the County as a condition of beginning and continuing work under any

resulting agreement. The cost of background checks is the responsibility of the Vendor.

5.0 NOTIFICATION TO VENDORS

5.1 Public Records Act

5.1.1 Responses to this RFSQ will become the exclusive property of the County. At such time as when Department recommends the qualified Vendor(s) to the Board of Supervisors (Board) and such recommendation appears on the Board agenda, all SOQ's submitted in response to this RFSQ, become a matter of public record, with the exception of those parts of each SOQ which are justifiably defined and identified by the Vendor as business or trade secrets, and plainly marked as "Trade Secret," "Confidential," or "Proprietary."

5.1.2 The County will not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the SOQ as confidential will not be deemed sufficient notice of exception. The Vendor must specifically label only those provisions of their respective SOQ which are "Trade Secrets," "Confidential," or "Proprietary" in nature.

5.2 Contact with County Personnel

Any contact regarding this RFSQ or any matter relating thereto must be in writing and e-mailed to:

Internal Services Department
Contracts Section
1100 N. Eastern Ave., Room 101
Los Angeles, CA 90063
Attention: Bernardo Franco, Contract Analyst
bfranco@isd.lacounty.gov

If it is discovered that a Vendor contacted and received information from any County personnel, other than the person specified above, regarding this solicitation, County, in its sole determination, may disqualify their SOQ from further consideration.

5.3 Mandatory Requirement to Register on County's WebVen

Prior to executing a Master Agreement, all potential Contractors must register in the County's WebVen. The WebVen contains the Vendor's business profile and identifies the goods/services the business provides. Registration can be accomplished online via the Internet by accessing the County's home page at http://camisvr.co.la.ca.us/webven/.

5.4 Protest Process

5.4.1 Under Board Policy No. 5.055 (Services Contract Solicitation Protest), any prospective Vendor may request a review of the requirements under a solicitation for a Board-approved services contract, as described in Paragraph 5.4.3 below. Additionally, any actual Vendor may request a review of a disqualification under such a solicitation, as described in the Paragraphs below.

5.4.2 Throughout the review process, the County has no obligation to delay or otherwise postpone an award of Master Agreement based on a Vendor protest. In all cases, the County reserves the right to make an award when it is determined to be in the best interest of the County of Los Angeles to do so.

5.4.3 Grounds for Review

Unless state or federal statutes or regulations otherwise provide, the grounds for review of any Departmental determination or action should be limited to the following:

5.4.3.1 Solicitation Requirements Review (Referenced in Paragraph 9.1)

5.4.3.2 Disqualification Review (Referenced in Paragraph 9.2)

5.5 Conflict of Interest

No County employee whose position in the County enables them to influence the selection of a Contractor for this RFSQ, or any competing RFSQ, nor any spouse or economic dependent of such employees, will be employed in any capacity by a Vendor or have any other direct or indirect financial interest in the selection of a Contractor. Vendor must certify that they are aware of and have read Section 2.180.010 of the Los Angeles County Code as stated in Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms).

5.6 Determination of Vendor Responsibility

5.6.1 A responsible Vendor is a Vendor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the Master Agreement. It is the County's policy to conduct business only with responsible Vendors.

5.6.2 Vendors are hereby notified that, in accordance with Chapter 2.202 of the County Code, the County may determine whether the Vendor is responsible based on a review of the Vendor's performance on any Master Agreements, including but not limited to County contracts. Particular attention will be given to violations of labor laws related to employee compensation and benefits, and evidence of false claims made by the Vendor against public entities. Labor law violations which are the fault of the subcontractors and of which the Vendor had no

knowledge will not be the basis of a determination that the Vendor is not responsible.

5.6.3 The County may declare a Vendor to be non-responsible for purposes of this Master Agreement if the Board, in its discretion, finds that the Vendor has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County; (2) committed an act or omission which negatively reflects on the Vendor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or omission which indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against the County or any other public entity.

5.6.4 If there is evidence that the Vendor may not be responsible, the Department will notify the Vendor in writing of the evidence relating to the Vendor's responsibility, and its intention to recommend to the Board that the Vendor be found not responsible. The Department will provide the Vendor and/or the Vendor's representative with an opportunity to present evidence as to why the Vendor should be found to be responsible and to rebut evidence which is the basis for the Department's recommendation.

5.6.5 If the Vendor presents evidence in rebuttal to the Department, the Department will evaluate the merits of such evidence, and based on that evaluation, make a recommendation to the Board of Supervisors. The final decision concerning the responsibility of the Vendor will reside with the Board.

5.6.6 These terms will also apply to proposed Subcontractors of Vendors on County Master Agreements.

5.7 Vendor Debarment

5.7.1 Vendor is hereby notified that, in accordance with Chapter 2.202 of the County Code, the County may debar the Vendor from bidding or proposing on, or being awarded, and/or performing work on other County contracts for a specified period of time, which generally will not exceed five (5) years but may exceed five (5) years or be permanent if warranted by the circumstances, and the County may terminate any or all of the Vendor's existing contracts with County, if the Board finds, in its discretion, that the Vendor has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County; (2) committed an act or omission which negatively reflects on the Vendor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or offense which

indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against the County or any other public entity.

5.7.2 These terms will also apply to proposed subcontractors of Vendors on County contracts.

5.7.3 A listing of contractors that are currently on the Debarment List for Los Angeles County may be obtained on the following website: https://doingbusiness.lacounty.gov/listing-of-contractors-debarred-in-los-angeles-county/.

5.8 Improper Considerations

5.8.1 Attempt to Secure Favorable Treatment

It is improper for any County officer, employee, or agent to solicit consideration, in any form, from a Vendor with the implication, suggestion or statement that the Vendor's provision of the consideration may secure more favorable treatment for the Vendor in the award of a Master Agreement or that the Vendor's failure to provide such consideration may negatively affect the County's consideration of the Vendor's submission. A Vendor must not offer or give either directly or through an intermediary, consideration, in any form, to a County officer, employee, or agent for the purpose of securing favorable treatment with respect to the award of a Master Agreement.

5.8.2 Notification to County

A Vendor must immediately report any attempt by a County officer, employee, or agent to solicit such improper consideration. The report must be made to the Los Angeles County Fraud Hotline at (800) 544-6861 or https://fraud.lacounty.gov/. Failure to report such a solicitation may result in the Vendor's submission being eliminated from consideration.

5.8.3 Form of Improper Consideration

Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel or entertainment, or tangible gifts.

5.9 County Lobbyist Ordinance

The County has enacted an ordinance regulating the activities of persons who lobby County officials. This ordinance, referred to as the "Lobbyist Ordinance", defines a County Lobbyist and imposes certain registration requirements upon individuals meeting the definition. The complete text of the ordinance can be found in County Code Chapter 2.160. In effect, each person, corporation or other entity that seeks a County permit, license, franchise or contract must certify compliance with the ordinance. As part of this solicitation process, it will be the responsibility of each Vendor to review the ordinance independently as the text of said ordinance

is not contained within this RFSQ. Thereafter, each person, corporation or other entity submitting a response to this solicitation, must certify that each County Lobbyist, as defined by Los Angeles County Code Section 2.160.010, retained by the Vendor is in full compliance with Chapter 2.160 of the Los Angeles County Code and each such County Lobbyist is not on the Executive Office's List of Terminated Registered Lobbyists.

5.10 Consideration of GAIN/START Participants for Employment

5.10.1 As a threshold requirement for consideration of a Master Agreement, Vendors must demonstrate a proven record of hiring participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) or Skills and Training to Achieve Readiness for Tomorrow (START) Programs or must attest to a willingness to consider GAIN/START participants for any future employment openings if they meet the minimum qualifications for that opening. Vendors must attest to a willingness to provide employed GAIN/START participants access to the Vendor's employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities.

5.10.2 Vendors who are unable to meet this requirement will not be considered for a Master Agreement. Vendors must submit a completed Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms), along with their SOQ.

5.11 Jury Service Program

5.11.1 The prospective Master Agreement is subject to the requirements of the County's Contractor Employee Jury Service Ordinance ("Jury Service Program") (Los Angeles County Code, Chapter 2.203). The Jury Service Program applies to both Contractors and their Subcontractors.

SOQs that fail to comply with the requirements of the Jury Service Program will be considered non-responsive and excluded from further consideration.

5.11.2 Contractor must certify compliance with County's Contractor Employee Jury Service Ordinance in Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms). If a Contractor does not fall within the Jury Service Program's definition of "Contractor" or if it meets any of the exceptions to the Jury Service Program, then the Contractor must so indicate in Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms), and include with its submission all necessary documentation to support the claim such as tax returns or a collective bargaining agreement, if applicable. Upon reviewing the Contractor's application, the County will determine, in its sole discretion, whether the Contractor falls within the definition of Contractor or meets any of the

exceptions to the Jury Service Program. The County's decision will be final.

5.11.3 In the event of any conflict between this provision and any applicable federal laws, regulations, or funding requirements, the requirements of the applicable federal funding stream prevail and govern.

5.12 Pending Acquisitions/Mergers by Proposing Company

The Vendor must notify the County of any pending acquisitions/mergers of its company unless otherwise legally prohibited from doing so. If the Vendor is restricted from legally notifying the County of pending acquisitions/mergers, then it should notify the County of the actual acquisitions/mergers as soon as the law allows and provide to the County the legal framework that restricted it from notifying the County prior to the actual acquisitions/mergers. This information must be provided by the Vendor in Exhibit 1 (Organization Questionnaire/Affidavit) of Appendix B (Required Forms). Failure of the Vendor to provide this information may eliminate its SOQ from any further consideration. Vendor should have a continuing obligation to notify the County and update any changes to its response in Exhibit 1 (Organization Questionnaire/Affidavit) of Appendix B (Required Forms) during the solicitation.

5.13 Charitable Contributions Compliance

5.13.1 California's "Supervision of Trustees and Fundraisers for Charitable Purposes Act" regulates receiving and raising charitable contributions. Among other requirements, those subject to the Charitable Purposes Act must register with the Registry of Charitable Trusts, which is maintained by the California Attorney General's Office. The 2004 Nonprofit Integrity Act, as approved and codified in California Government Code, Sections 12580-12599.10, increased Charitable Purposes Act requirements. Prospective contractors should carefully read the Background and Resources: California Charities Regulations, Appendix D. These rules cover California public benefit corporations, unincorporated associations, and trustee entities and may include similar foreign corporations doing business or holding property in California. The Nonprofit Integrity Act contains substantive requirements affecting executive compensation, fund-raising practices and documentation. Charities with over two million dollars ($2,000,000) of revenues (excluding funds that must be accounted for to a governmental entity) also have specific audit requirements.

5.13.2 All prospective Contractors must determine if they receive or raise charitable contributions which subject them to the Charitable Purposes Act and complete the certification form attached as Exhibit 2 (Certification of Compliance) in Appendix B (Required Forms). A completed Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms) is a required part of any agreement with the County.

5.13.3 Prospective County Contractors that do not complete Exhibit 2 (Certification of Compliance) of Appendix B (Required Forms) as part of the solicitation process may, in the County's sole discretion, be disqualified from contract award. A County contractor that fails to comply with its obligations under the Charitable Purposes Act is subject to either contract termination or debarment proceedings or both. (County Code Chapter 2.202)

5.14 Defaulted Property Tax Reduction Program

5.14.1 The prospective Master Agreement is subject to the requirements of the County's Defaulted Property Tax Reduction Program ("Defaulted Tax Program") Los Angeles County Code, Chapter 2.206. Prospective Contractors should reference the pertinent provisions of Appendix A (Master Agreement), Paragraphs 8.45 and 8.46, both of which are incorporated by reference into and made a part of this solicitation. The Defaulted Tax Program applies to both Contractors and their Subcontractors.

5.14.2 Vendors will be required to certify that they are in full compliance with the provisions of the Defaulted Tax Program and must maintain compliance during the term of any contract that may be awarded pursuant to this solicitation or must certify that they are exempt from the Defaulted Tax Program by completing Exhibit 2 (Certification of Compliance) in Appendix B (Required Forms). Failure to maintain compliance, or to timely cure defects, may be cause for termination of a contract or initiation of debarment proceedings against the non-compliance contractor (Los Angeles County Code, Chapter 2.202).

5.14.3 SOQs that fail to comply with the certification requirements of the Defaulted Tax Program will be considered non-responsive and excluded from further consideration.

5.15 County's Commitment to Zero Tolerance Policy on Human Trafficking

5.15.1 On October 4, 2016, the County approved a motion taking significant steps to protect victims of human trafficking by establishing a zero-tolerance policy on human trafficking. The policy prohibits Vendors engaged in human trafficking from receiving contract awards or performing services under a County contract.

5.15.2 Vendors are required to complete Exhibit 2 (Certification of Compliance) in Appendix B (Required Forms), certifying that they are in full compliance with the County's Zero Tolerance Policy on Human Trafficking provision as defined in Paragraph 8.48 (Compliance with County's Zero Tolerance Policy on Human Trafficking) of Appendix A (Master Agreement). Further, contractors are required to comply with the requirements under said provision for the term of any Master Agreement awarded pursuant to this solicitation.

5.16 Default Method of Payment: Direct Deposit or Electronic Funds Transfer (EFT)

5.16.1 The County, at its sole discretion, has determined that the most efficient and secure default form of payment for goods and/or services provided under an agreement/contract with the County will be Electronic Funds Transfer (EFT) or direct deposit, unless an alternative method of payment is deemed appropriate by the Auditor-Controller (A-C).

5.16.2 Upon contract award or at the request of the A-C and/or the contracting department, the Contractor must submit a direct deposit authorization request with banking and vendor information, and any other information that the A-C determines is reasonably necessary to process the payment and comply with all accounting, record keeping, and tax reporting requirements.

5.16.3 Any provision of law, grant, or funding agreement requiring a specific form or method of payment other than EFT or direct deposit will supersede this requirement with respect to those payments.

5.16.4 Upon contract award or at any time during the duration of the agreement/ contract, a Contractor may submit a written request for an exemption to this requirement. The A-C, in consultation with the contracting department(s), will decide whether to approve exemption requests.

5.17 Vendor's Acknowledgement of County's Commitment to Fair Chance Employment Hiring Practices

5.17.1 On May 29, 2018, the County approved a Fair Chance Employment Policy in an effort to remove job barriers for individuals with criminal records. The policy requires businesses that contract with the County to comply with fair chance employment hiring practices set forth in California Government Code Section 12952. Additionally, on February 27, 2024, the County adopted Los Angeles County Code Chapter 8.300 (Fair Chance Ordinance for Employers) to facilitate meaningful implementation of Fair Chance policies in the County and remove barriers to employment to ensure individuals with criminal records have fair and equitable access to opportunities for gainful employment.

5.17.2 Contractors are required to complete Exhibit 2 (Certification of Compliance) in Appendix B (Required Forms), certifying that they are in full compliance with Section 12952 and Chapter 8.300 of the Los Angeles County Code (Fair Chance Ordinance for Employers), as indicated in the Master Agreement.

5.17.3 Further, contractors are required to comply with the requirements under Section 12952 and Los Angeles County Code Chapter 8.300 for the term of any contract awarded pursuant to this solicitation.

5.18 Prohibition from Participation in Future Solicitation(s)

A Vendor, or a Contractor or its subsidiary or Subcontractor ("Vendor/Contractor"), is prohibited from submitting an SOQ in a County solicitation if the Vendor/Contractor has provided advice or consultation for the solicitation. A Vendor/Contractor is also prohibited from submitting an SOQ in a County solicitation if the Vendor/Contractor has developed or prepared any of the solicitation materials on behalf of the County. A violation of this provision will result in the disqualification of the Contractor/Vendor from participation in the County solicitation or the termination or cancellation of any resultant County Master Agreement. (Los Angeles County Code, Chapter 2.202).

5.19 Community Business Enterprise (CBE) Participation

The County has adopted a Community Business Enterprise (CBE) Program, which includes business enterprises certified as disadvantaged business enterprises disabled veteran-owned, minority-owned, women-owned, and lesbian, gay, bisexual, transgender, queer, and questioning-owned business types. The County has established a collective 25% participation goal for CBE certified firms, calculated on the eligible procurement dollars. The program maintains data on the types of businesses registered as CBEs and their utilization. The Vendor's CBE participation must be reflected in Exhibit 5 (Community Business Enterprise (CBE) Information) form in Appendix B (Required Forms).

All Vendors must document efforts it has taken to assure that CBEs are utilized, when possible, to provide supplies, equipment, technical services, and other services under this Master Agreement. The Vendor must make documents related to these efforts available to the County upon request.

The County strongly encourages participation by CBEs; however, the final selection will be made without regard to race, color, creed, or gender. The final selection will be based on the Vendor's ability to provide the best service and value to the County.

To obtain a list of the County's CBE certified firms, e-mail the request to the County of Los Angeles Department of Economic Opportunity at CBESBE@opportunity.lacounty.gov with the subject **"Request for CBE Listing."**

For additional information contact the Office of Small Business at: (844) 432-4900 or at OSB@opportunity.lacounty.gov.

5.20 Contribution and Agent Declaration

Government Code Section 84308 requires a party to a contract proceeding to disclose any contribution of more than $500 made to a County officer within the preceding twelve (12) months by the party or their agent. State regulations require this disclosure to be made at the time an application is filed, and, if a contribution is made during the contract proceeding, within 30 days of making a contribution or on the date on which the party first appears before or communicates with the agency regarding the proceeding after making the contribution, whichever is

earliest. All Vendors are advised that they and all of their Subcontractors must complete and return as part of the SOQ, the Contribution and Agent Declaration included in Exhibit 10 (Contribution and Agent Declaration Form) of Appendix B (Required Forms). Vendors are further advised that they and their Subcontractors must update the Contribution and Agent Declaration Form throughout the pendency of the solicitation if a contribution is made after the initial disclosure when the SOQ is submitted, and as requested at any time by the County prior to Master Agreement award. Failure by the Vendor or any Subcontractor(s) to complete and submit the required Contribution and Agent Declaration Form in Exhibit 10, and failure by the Vendor or any Subcontractor(s) to update the declaration as required by law or as otherwise requested by the County, may eliminate the SOQ from further consideration and/or the Vendor may be disqualified from a Master Agreement award, as determined in the County's sole discretion. Further, all Vendors and their Subcontractors are prohibited under Government Code Section 84308 from making a contribution of more than $500 to a County officer for twelve (12) months after the date a final decision is made in the Master Agreement proceeding involving this solicitation.

5.21 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (45 C.F.R. Part 76)

5.21.1 Pursuant to federal law, the County is prohibited from contracting with parties that are suspended, debarred, ineligible, or excluded, or whose principals are suspended, debarred, or excluded from securing federally funded contracts. At the time of Vendor's response to this RFSQ, Vendor must submit a certification, as set forth in Exhibit 11 (Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions [45 C.F.R. Part 76]) in Appendix B (Required Forms), attesting that neither it, as an organization, nor any of its owners, officers, partners, directors, or other principals are currently suspended, debarred, ineligible, or excluded from securing federally funded contracts. Should a SOQ response to this RFSQ identify prospective Subcontractors, or should Vendor intend to use Subcontractors in the provision of services under any subsequent Master Agreement, Vendor must submit a certification, completed by each Subcontractor, attesting that neither the Subcontractor, as an organization, nor any of its owners, officers, partners, directors, or other principals are currently suspended, debarred, ineligible, or excluded from securing federally funded contracts.

5.21.2 Failure to provide the required certification may eliminate Vendor's response to RFSQ from consideration.

5.21.3 In the event that Vendor and/or its Subcontractor(s) is or are unable to provide the required certification, Vendor instead will provide a written explanation concerning its and/or its Subcontractor's inability to provide the certification. Vendor's written explanation must describe the specific

circumstances concerning the inability to certify. It further must identify any owner, officer, partner, director, or other principal of the Vendor and/or Subcontractor who is currently suspended, debarred, ineligible, or excluded from securing federally funded contracts. Finally, the written explanation must provide that person's or those persons' job description(s) and function(s) as they relate to the Master Agreement which is being solicited by this RFSQ.

5.21.4 The written explanation will be examined by the County to determine, in its full discretion, whether further consideration of the SOQ response to this RFSQ is appropriate under the federal law.

6.0 COUNTY'S PREFERENCE PROGRAMS

6.1 Overview of County's Preference Programs

6.1.1 The County has three preference programs. The Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE). The Board encourages business participation in the County's contracting process by continually streamlining and simplifying our selection process and expanding opportunities for these businesses to compete for County opportunities.

6.1.2 The Preference Programs (LSBE, DVBE, and SE) require that a business complete certification prior to requesting a preference in a solicitation. This program and how to obtain certification are further explained in Paragraph 6.2, 6.3, and 6.4 of this solicitation. Additional information on the County's preference programs is also available on the Department of Economic Opportunity (DEO) website at:https://iddweb.isd.lacounty.gov/DCA_eComplaint/SmallBusinessCertifications.

6.1.3 In no case will the Preference Programs (LSBE, DVBE, and SE) price or scoring preference be combined with any other County preference program to exceed fifteen percent (15%) in response to any County solicitation.

6.1.4 Sanctions and financial penalties may apply to a business that knowingly, and with intent to defraud, seeks to obtain or maintain certification as a certified LSBE, DVBE, or SE when not qualified.

6.1.5 In the event of any conflict between these preferences and any applicable federal laws, regulations, or funding requirements, the requirements of the applicable federal funding stream prevail and govern.

6.2 Local Small Business Enterprise (LSBE) Preference Program

6.2.1 In reviewing Subordinate Agreement Bids, the County will give LSBE preference to businesses that meet the definition of an LSBE for

solicitations not subject to the federal restriction on geographical preferences, consistent with Chapter 2.204 of the Los Angeles County Code.

6.2.2 To apply for certification as an LSBE, businesses should contact DEO at https://iddweb.isd.lacounty.gov/DCA_eComplaint/SmallBusinessCertifications.

6.2.3 Certified LSBEs may only request the preference in each of their Subordinate Agreement Bid responses and may not request the preference unless the certification process has been completed and certification is affirmed. Businesses must complete and submit the Request for Preference Program Consideration with each Subordinate Agreement Bid response and submit a letter of certification from the County with their bid.

6.3 Social Enterprise (SE) Preference Program

6.3.1 In reviewing Subordinate Agreement Bids, the County will give preference during the solicitation process to businesses that meet the definition of a SE for solicitations not subject to the federal restriction on geographical preferences, consistent with Chapter 2.205 of the Los Angeles County Code.

6.3.2 To apply for certification as an SE, businesses should contact DEO at https://iddweb.isd.lacounty.gov/DCA_eComplaint/SmallBusinessCertifications.

6.3.3 Certified SEs may only request the preference in each of their Subordinate Agreement Bid responses and may not request the preference unless the certification process has been completed and certification is affirmed. Businesses must complete and submit the Request for Preference Program Consideration with each Subordinate Agreement Bid response and submit their SE certification letter ("Certification for Non-Federally Funded Solicitations") from the County with their bid.

6.4 Disabled Veteran Business Enterprise (DVBE) Preference Program

6.4.1 In reviewing Subordinate Agreement Bids, the County will give preference during the solicitation process to businesses that meet the definition of a DVBE, consistent with Chapter 2.211 of the Los Angeles County Code.

6.4.2 The business must be certified by the County, prior to requesting the DVBE preference in a solicitation. To apply for certification as a DVBE, businesses should contact DEO at https://iddweb.isd.lacounty.gov/DCA_eComplaint/SmallBusinessCertifications.

6.4.3 Certified DVBEs may only request the preference in each of their Subordinate Agreement Bid responses and may not request the preference unless the certification process has been completed and certification is affirmed. Businesses must complete and submit the Request for Preference Program Consideration with each Subordinate Agreement Bid response and submit their DVBE certification approval letter from the County with their bid.

6.5 Preference Program Enterprises (PPEs) - Prompt Payment Program

It is the intent of the County that Certified Preference Program Enterprises (PPEs) receive prompt payment for services they provide to County Departments. Prompt payment is defined as fifteen (15) calendar days after receipt of an approved, undisputed invoice which has been properly matched against documents such as a receiving, shipping, or services delivered report, or any other validation of receipt document consistent with Board Policy 3.035 (Preference Program Payment Liaison and Prompt Payment Program).

7.0 STATEMENT OF QUALIFICATION (SOQ) REQUIREMENTS

This Section contains key project activities as well as instructions to Vendors in how to prepare and submit their Statement of Qualifications (SOQ).

7.1 Truth and Accuracy of Representations

False, misleading, incomplete, or deceptively unresponsive statements in connection with an SOQ will be sufficient cause for rejection of the SOQ. The evaluation and determination in this area will be at the Director's sole judgment and their judgment will be final.

7.2 Vendors' Questions

7.2.1 Vendors may submit written questions regarding this RFSQ by e-mail to Bernardo Franco at bfranco@isd.isd.lacounty.gov. All questions must be received by the date and time specified in Paragraph 1.0 (Solicitation Information and Minimum Mandatory Requirements). All questions, without identifying the submitting company, will be compiled with the appropriate answers and issued as an addendum to the RFSQ.

7.2.2 When submitting questions, please specify the RFSQ paragraph number, and page number and quote the language that prompted the question. This will ensure that the question can be quickly found in the RFSQ. County reserves the right to group similar questions when providing answers.

7.3 Optional Vendor's Conference

7.3.1 An Optional Vendor's Conference will be held to discuss the RFSQ. County staff will respond to questions from potential Vendors. The conference is scheduled as follows:

March 12, 2026
10:00 am, Pacific Time

323-776-6996, ID 218322927#
Proposers' Conference Link

7.3.2 To **register** for the Optional Vendor's Conference, Vendor's are required to submit a list of attendees by close of business on **March 11, 2026 by 5:00pm PST** to Bernardo Franco at bfranco@isd.lacounty.gov.

7.4 Preparation and Format of the SOQ

One SOQ must be submitted via electronic mail e-mail) to: bfranco@isd.lacounty.gov by the date and time listed in Paragraph 1.0 (Solicitation Information and Minimum Mandatory Requirements).

All SOQs must be submitted in the prescribed format. Any SOQ that deviates from this format may be rejected without review at the County's sole discretion.

The content and sequence of the SOQ must be as follows:

- Table of Contents
- Vendor's Qualifications (Section A)
- Required Forms (Section B) **OR** Required Forms for Incumbent Contractors (Section B.1)
- Proof of Insurability (Section C)
- Proof of Licenses (Section D)

NOTE - Submission of Vendor's Qualifications (Section A, C, and D) is not required for Incumbent Contractors requesting to re-qualify.

- The County will review and confirm that the incumbent contractor maintains all required insurance (Section C) and required licenses (Section D), and that such insurance and licenses are valid and current. Qualification for award of the DESMA is contingent upon the County's verification that the incumbent contractor's required insurance identified in Section C and required licenses identified in Section D are valid, current, and in compliance with all solicitation requirements.

7.4.1 Table of Contents

The Table of Contents must be a comprehensive listing of material included in the SOQ. This section must include a clear definition of the material, identified by sequential page numbers and by section reference numbers.

7.4.2 Vendor's Qualifications (Section A)

Demonstrate that the Vendor's organization has the experience to perform the required services. The following sections must be included:

7.4.2.1 Vendor's Background and Experience (Section A.1)

The Vendor must complete, sign and date the Exhibit 1 (Organization Questionnaire/Affidavit) as set forth in Appendix B (Required Forms). The person signing the form must be authorized to sign on behalf of the Vendor and to bind the vendor in a Master Agreement. Provide a summary of relevant background information to demonstrate that the Vendor meets the minimum mandatory requirements stated in Paragraph 3.0 of this RFSQ and has the capability to perform the required services as a corporation or other entity.

Additionally, Vendor must include a list containing all public entities contracts for the last three (3) years where the same or similar scope of services was provided. Vendor's completed form Exhibit 8 (List of Public Entities), in Appendix B (Required Forms) must be provided in Section B (Required Forms) of Vendor's SOQ. Vendor may use additional sheets, if necessary.

7.4.2.2 Summary of Service Categories

Vendor must provide a brief description of each category of service it intends to qualify for under this RFSQ. Additionally, Vendor must complete Appendix A-Required Forms Exhibit 7, Statement of Qualifications Submittal Form. A summary of each category is provided below which includes, but is not limited to the following activities:

I. High Voltage Repair

A. <u>Transformer and Switchgear Testing</u>

Services include but are not limited to: cable testing, doble power factor testing, and full electrical testing; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.1.1, Transformer and Switchgear Testing.

B. <u>Electrical Acceptance Testing and Commissioning</u>

Services include but are not limited to: high current testing, relay testing, doble power factor testing, and full electrical testing; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications,

3.5.1.2, Electrical Acceptance Testing and Commissioning.

C. Infrared Inspections

Services include but are not limited to: infrared scanning to detect defective, improper or loose connections; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.1.3, Infrared Inspections.

D. Circuit Breaker Remanufacturing

Services include but are not limited to: circuit breakers repairs, and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications and 3.5.1.4, Circuit Breaker Remanufacturing.

E. Dielectric Fluid Analytical Services

Services include but are not limited to: performing routine transformer fluid testing, and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.1.5, Dielectric Fluid Analytical Services.

F. Partial Discharge Cable Testing

Services include but are not limited to: providing partial discharge testing and analysis to evaluate the condition of voltage cable system; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.1.6, Partial Discharge Cable Testing.

G. High Voltage Power Lines

Services include but are not limited to: replacing and repairing of high voltage power lines; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.1.7, High Voltage Power Lines.

II. Debris Removal

A. Removal of Landscaping Debris

B. Removal of Fire Ash and Wind-borne Debris

Services include but are not limited to: removing fire ash, landscaping debris, and wind-borne debris including frames, shingles, and corrugated iron; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, and 3.5.2.2, Removal of Fire Ash and Wind-borne Debris.

III. Fire & Life Safety

A. Fire Life Safety Systems

Services include but are not limited to: providing fire sprinkler service, fire hydrant testing, and fire alarm systems; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.3.1, Fire Life Safety Systems.

B. Plumbing Systems Installation

Services include but are not limited to: providing and installing plumbing systems; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.3.2, Plumbing Systems.

IV. Relocation Services

A. Evacuation Support

Services include but are not limited to: providing housing and transportation for relocations and/or storage; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.4.1, Relocation Services.

V. Slope/Watershed Protection

A. Slope Protection

Services include but are not limited to: installing retaining walls and riprap; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements

and Paragraph 3.5, Specific Category Qualifications, 3.5.5.1, Slope Protection.

B. Watershed Protection

Services include but are not limited to: installing filter blanket, erosion control blankets, silt screens, and straw fiber rolls; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.5.2, Watershed Protection.

VI. High Wind Protection

A. Board Up Services

Services include but are not limited to: providing and installing temporary board up, roof cover-up, and temporary fencing; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.6.1, Board Up Services.

B. Tree Removal

Services include but are not limited to: picking up, removing, transporting, and disposing trees; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.6.2, Tree Removal.

VII. Gas Turbine Repair

A. Field Service Repairs

Services include but are not limited to: providing Level I field service and repair for GE LM2500 gas turbine, field service and repair for Allison 501KB turbine, and field troubleshooting and borescope inspections; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.7.1, Field Service Repairs.

B. Depot Level Repairs

Services include but are not limited to: providing Level IV service and repair for GE LM2500, depot level repair for Allison 501KB, and lease LM2500 and Allison 501KB availability; and meet the requirements of

Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.7.2, Depot Level Repairs.

VIII. Boiler Repair (High/Low Pressure)

A. Water Tube Boiler Repairs and Fire Tube Boiler Repairs

Services include but are not limited to: repairing tube, economizing, super heater tube repairing, manway and hand-hole machining and repairs, shell and tube heat exchanger and plate type heat exchanger repairs; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.8.1, High Pressure Boiler Repair.

IX. Valve Repair and Testing

A. Testing, Calibration and Repair

Services include but are not limited to: repairing boiler safety valves, pressure relief valves, control valves, pressure reducing valves, high pressure gate valves, globe and non-return valves; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.9.1, Valve Repair and Testing.

X. Power Plant Instrumentation Repair

Services include but are not limited to: providing switch gear and motor control repair, equipment installation and testing, troubleshooting, equipment and machinery wiring, programmable logic controls troubleshooting and repairs, underground conduit systems, cable tray and bus duct systems; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.10, Power Plant Instrumentation Repair.

XI. Welding Services

Services include but are not limited to: providing structural steel welding and process piping welding; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.11, Welding Services.

XII. Emergency Temporary Custodial Services

A. Standard Services

Services include, but are not limited to, cleaning of offices, conference rooms, lobbies, corridors, restrooms, lunchrooms, hard-surface (non-carpeted) floors, removal of solid waste and trash, carpet cleaning, window washing, and light fixture cleaning. Specialty Custodial Services include, but are not limited to, cleaning of detention cells and maintenance of parking facility; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.12.1, Emergency Temporary Custodial Services.

B. Enhanced Cleaning

Services include, but are not limited to, standard cleaning practices PLUS additional cleaning and disinfecting of high touch surfaces during a communicable disease outbreak to prevent illness; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.12.1, Emergency Temporary Custodial Services.

C. Deep/Biochemical Cleaning

Services include, but are not limited to, standard and enhanced cleaning PLUS specialized cleaning of the space occupied by a person suspected or confirmed positive (+) for a communicable disease; and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.12.1, Emergency Temporary Custodial Services.

D. Cleaning and Disinfection for Facilities with Suspected/Confirmed Coronavirus Disease 2019 (COVID-19)

Services include, but are not limited to, standard, enhanced, and deep cleaning PLUS specialized cleaning of the space occupied by a person suspected or confirmed positive (+) for Coronavirus Disease (COVID-19); Vendors must use EPA-registered cleaning and disinfecting products, and follow the

manufacturer's instructions for use; must follow CDC Cleaning Guidance and Protocol as outlined by CDC (www.cdc.gov); and meet the requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.12.1, Emergency Temporary Custodial Services.

XIII. Emergency Temporary Armed Security Guard Services

A. Services include, but are not limited to, armed security guards providing security services, executive protection services, and asset protection services reporting of suspicious activity, 3.5.13.1, Emergency Temporary Armed Security Guard Services.

XIV. Emergency Temporary Unarmed Security Guard Services

A. Services include, but are not limited to, unarmed security guards providing security services, executive protection services, and asset protection services reporting of suspicious activity, 3.5.14.1, Emergency Temporary Unarmed Security Guard Services.

XV. Traffic Control Services

A. Services include, but are not limited to, traffic control activities in construction/maintenance and project zones in conjunction with County operations in the zone. Traffic Controllers must be trained to perform the following:

1. Traffic Controllers must be utilized at County construction/maintenance sites where barricades and warning signs cannot adequately or safely control the flow of traffic through the site.
2. When traffic controls are required, they must be placed in relation to the equipment or operation to give effective warning to traveling public of County's equipment and operations such that the public can safely move through the site.
3. Traffic Controllers must be required to provide C28 stop/slow sign paddles and to wear warning garments such as vest, jackets, or shirts. These warning garments must be either orange, strong yellow-green, or fluorescent versions of these colors. Traffic Controllers must provide rain gear,

which must be orange, strong yellow-green or yellow.

4. During the hours of darkness, Traffic Controllers must be outfitted with reflectorized garments. The reflective material must be visible at a minimum distance of 1,000 feet. The reflective clothing, or the reflective material that meets the above requirements may be worn during hours of darkness in lieu of colored vests, jackets, and/or shirts.

5. Traffic Controllers must be trained in the fundamentals of flagging and moving traffic through construction/maintenance zones. Flagging procedures used by Traffic Controllers must conform to the "California Manual on Uniform Traffic Control Devices" (CAMUTCD) latest edition, currently the CAMUTCD 2020 Revision 11 (Manual), including all state amendments and revisions, and certification for the American Traffic Safety Services Association must be completed.

6. Vendors must provide traffic control that conforms to the most resent version of the CAMUTCD wherever work operations encroach upon public streets or highways, bikeways, pedestrian paths, and/or employees of the Vendor are exposed to traffic hazards. Vendor must ensure that all traffic control configurations and setup comply with the CAMUTCD, including all state amendments and revisions.

XVI. As-Needed Heating, Air Conditioning & Ventilation (HVAC) Services

Services include, but are not limited to, providing As-Needed HVAC Services that include maintenance & repair services (including indoor installation, demolition and removal of existing system for the purpose of replacement, installation of new shut off valves for heating and chill water coils, re-connection of new piping and accessories, pressure test chilled water and hot water pressure at air handler/new piping, provide factory system start-up, all necessary shop work, all high voltage wiring, all low

voltage control wiring, refrigerant piping) and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.16.1, As-Needed Heating, Air Conditioning & Ventilation (HVAC).

XVII. As-Needed Homeless Encampment Cleanup Services

A. Hazardous Disposal Services

Provide As-Needed Homeless Encampment Cleanup Services requiring Hazardous Disposal which involve the safe and thorough removal of waste, debris, and hazardous materials from homeless encampments. This includes the identification, collection, transportation, and proper disposal of biohazardous waste, sharps, chemicals, and other potentially dangerous materials. Services must be conducted in compliance with all health, safety, and environmental regulations, ensuring both public safety and environmental protection. Vendors must be equipped with trained personnel and appropriate equipment to handle hazardous materials safely and efficiently on an as-needed basis. Specific services include Turnkey Encampment Site Cleanup Services, surveying the site(s), collecting debris, dismantling temporary structures, removing trash, and properly disposing of all debris and items. Services will also include the collection, packaging, preparation of proper paperwork and transportation of all debris including, hazardous waste, and universal waste according to all applicable licenses and requirements; and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.17.1, As-Needed Homeless Encampment Cleanup Services.

B. Medical Waste Disposal Services

Provide As-Needed Homeless Encampment Cleanup Services requiring Medical Waste Disposal which involve the safe handling, collection, transportation, and disposal of medical waste from homeless encampments. This includes sharp and contaminated materials, and other biohazardous waste that pose

health risks. Vendors must adhere to all relevant regulations governing medical waste disposal to ensure public health and environmental safety. Personnel must be appropriately trained, certified, and equipped with the necessary tools to perform these services safely and effectively on an as-needed basis. Services include Turnkey Encampment Site Cleanup Services; surveying the site(s) collecting debris, dismantling temporary structures, removing trash, and properly disposing of all debris and items. Vendor will be responsible for the collection, packaging, preparation of proper paperwork and transportation of all debris including, universal waste, and medical waste according to all applicable licenses and requirements; and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.17.2, Medical Waste Disposal Services.

C. Rubbish Removal/Disposal Services

Provide As-Needed Homeless Encampment Cleanup Services requiring the removal and disposal of non-hazardous waste from homeless encampments. This includes the clearing, collection, and transportation of general rubbish, debris, and bulky items left at encampment sites. Vendors must ensure proper disposal methods in compliance with local waste management regulations. Services require a timely and efficient approach to maintain cleanliness and public health standards, with teams equipped to handle various types of waste materials on an as-needed basis. Services include Turnkey Encampment Site Cleanup Services, surveying the site(s) collecting debris, dismantling temporary structures, removing trash, and properly disposing of all debris and items. Vendor will be responsible for the collection, packaging, preparation of proper paperwork and transportation of all debris including, universal waste according to all applicable licenses and requirements; and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.17.3, Rubbish Removal/Disposal Service.

XVIII. Duct Cleaning Services

Provide commercial duct cleaning service including scraping and steam cleaning HVAC systems in confined spaces and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.18, Duct Cleaning Services.

XIX. Emergency Meal and Sack Lunch Services

Provide Emergency Meal and Sack Lunch Services to one or more Supervisorial Districts (map of Supervisorial Districts SD1, SD2, SD3, SD4, SD5) in Los Angeles County. Vendors must be able to provide emergency orders that will be delivered within four (4) hours of an order being placed, be able to provide a customer service representative (as needed) to the emergency site for ordering and business correspondence, deliver ordered food and supplies to any location specified within L.A. County, have a flexible food distribution system that can allow for any increase/decrease in the amount of food or supplies to be delivered daily; when feasible must comply with the County's requirements as set forth in the County's Standards for Prepared Foods, Snacks and Beverages; and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications, 3.5.19, Emergency Meal and Sack Lunch Services.

XX. As Needed Emergency Transportation Services

A. Provide As-Needed Emergency Transportation Services to L.A. County Departments requiring vehicle transportation services within four (4) hours of notification by County department, vehicles to be used for transporting people include, but not limited to school buses, coach buses, transit buses, and wheelchair accessible buses and vans. Transportation services may be required to and from various destinations throughout Los Angeles County. The Vendor must provide the transportation requirements to meet the needs of each individual Subordinate Agreement (or Purchase Order); and meet the minimum requirements of Paragraph 3.0, Minimum Mandatory Requirements and Paragraph 3.5, Specific Category Qualifications,

3.5.20, As Needed Emergency Transportation Services.

B. The Vendor must be a Bona Fide Transportation Company and must comply with ALL applicable County, State and Federal Regulations.

C. All equipment must meet California and County of Los Angeles safety requirements.

D. Vendor must provide a driver(s) that:
   - Are 21 years or older;
   - Possess a current and valid Class A or B California Driver's License to operate passenger vehicles;
   - Provides a Passenger Endorsement;
   - Provides the following certificates: School Bus Certification (SBH) or a School Pupil Activity Bus Certification (SPAB) or a Youth Bus (YOB) or a Passenger Transportation (PV);
   - Have a current Department of Transportation Medical Certificate (DL-51); and
   - Have a current Red Cross First Aid Card from California Highway Patrol (CHP).

Taking into account the structure of the Vendor's organization, Vendor must determine which of the below referenced supporting documents the County requires. If the Vendor's organization does not fit into one of these categories, upon receipt of the SOQ or at some later time, the County may, in its discretion, request additional documentation regarding the Vendor's business organization and authority of individuals to sign Contracts.

If the below referenced documents are not available at the time of SOQ submission, Vendors must request the appropriate documents from the California Secretary of State and provide a statement on the status of the request.

Required Support Documents:

Corporations or Limited Liability Company (LLC):

The Vendor must submit the following documentation with the SOQ:

1) A copy of a "Certificate of Good Standing" with the state of incorporation/organization.

2) A conformed copy of the most recent "Statement of Information" as filed with the California Secretary of State listing corporate officers or members and managers.

Limited Partnership:

The Vendor must submit a conformed copy of the Certificate of Limited Partnership or Application for Registration of Foreign Limited Partnership as filed with the California Secretary of State, and any amendments.

7.4.2.3 Vendor's List of References (Section A.2)

Vendor must provide three (3) references where the same or similar scope of services was provided to validate that the Vendor meets the minimum qualifications stated in Paragraph 3.0 (Minimum Mandatory Requirements) for each category they are attempting to qualify for. Vendors submitting as joint ventures must provide references that validate experience of all parties, including joint venture projects that have been completed. References for joint venture projects must be listed before references validating individual experience and projects.

Vendor may provide three (3) alternate references in the event that a reference is non-responsive. Vendor's completed, Exhibit 9 (List of References), in Appendix B (Required Forms) must be provided in Section B (Required Forms) of Vendor's SOQ.

It is the Vendor's sole responsibility to ensure that information provided for each reference is accurate.

County may disqualify a Vendor if:

1) References fail to substantiate Vendor's description of the services provided; or

2) References fail to support that Vendor has a continuing pattern of providing capable, productive and skilled personnel, or

3) The Department is unable to reach the point of contact with reasonable effort. It is the Vendor's responsibility to inform the point of contact of normal working hours.

7.4.2.4 Vendor's Debarment History and List of Terminated Contracts (Section A.3)

The County will conduct a review of Vendor's terminated contracts and debarment history. Vendor must include contracts terminated within the past three (3) years with a reason for termination in Appendix B (Required Forms), Exhibit 4 (Debarment History and List of Terminated Contracts). Vendor's completed form Exhibit 4 (Debarment

History and List of Terminated Contracts) must be provided as part of their SOQ.

7.4.2.5 Vendor's Pending Litigation and Judgments (Section A.4)

The County will conduct a review of Vendor's pending litigation and judgements. Vendor must identify by name, case and court jurisdiction any pending litigation in which Vendor is involved, or judgments against Vendor in the past five (5) years. Additionally, Vendor must provide a statement describing the size and scope of any pending or threatening litigation against the Vendor or principals of the Vendor.

7.4.3 Required Forms (Section B)

Include all forms identified in Appendix B (Required Forms).

Exhibit 1	Organization Questionnaire/Affidavit
Exhibit 2	Certification of Compliance
Exhibit 3	Request for Preference Consideration
Exhibit 4	Debarment History and List of Terminated Contracts
Exhibit 5	Community Business Enterprise (CBE) Information
Exhibit 6	Minimum Mandatory Requirements
Exhibit 7	Statement of Qualification Submittal Form
Exhibit 8	List of Public Entities
Exhibit 9	List of References
Exhibit 10	Contribution and Agent Declaration
Exhibit 11	Certification Regarding Debarment Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (45 C.F.R. Part 76)
Exhibit 12	Declaration

7.4.4 Required Forms for Incumbent Contractors (Section B.1)

Include all forms identified in Appendix B.1 (Required Forms for Incumbent Contractors). The person signing the forms must be authorized to sign on behalf of the Incumbent Contractor and to bind the Incumbent Contractor in a Master Agreement.

Form 1:	Organization Questionnaire/Affidavit
Form 2:	Request For Preference Consideration (If Applicable)
Form 3:	Community Business Enterprise (CBE) Information (Excel Worksheet)
Form 4:	Contribution And Agent Declaration Form

Form 5: Minimum Mandatory Requirements

Form 6: Declaration

7.4.5 Proof of Insurability (Section C)

Vendor must provide proof of insurability that meets all insurance requirements set forth in the Appendix A (Master Agreement), Paragraphs 8.20 and 8.21. If a Vendor does not currently have the required coverage, a letter from a qualified insurance carrier indicating a willingness to provide the required coverage should the Vendor be selected to receive a Master Agreement award may be submitted with the SOQ.

7.4.6 Proof of Licenses (Section D)

Vendor must furnish a copy of all applicable licenses.

7.5 SOQ Submission

SOQs must be submitted as follows:

7.5.1 One SOQ must be submitted by the date and time listed in Paragraph 1.0 (Solicitation Information and Minimum Mandatory Requirements), via electronic mail (e-mail) as follows:

To: Bernardo Franco, Administrative Services Manager II
bfranco@isd.lacounty.gov

Subject: SOQ for Disaster and Emergency Services RFSQ# GCS-10635-S

SOQs not received by the initial due date listed in Paragraph 1.0 may not be reviewed prior to the Board of Supervisor's approval of the Master Agreement; however, the SOQs will be reviewed subsequent to Board of Supervisor's approval.

7.5.2 The SOQ must be saved as "SOQ for DESMA Services, RFSQ Number GCS-10635-S". Vendor will include, along with its submission, a completed copy of Appendix B (Required Forms), and SOQ documentation.

7.5.3 No hard copies delivered in person or facsimile (faxed) responses will be accepted. Please note, each email attachment file size is limited to 20 MB per email. Multiple emails of various file types (e.g., .zip, PDF, Excel) will be accepted. All proposal documentation must be attached, not linked.

7.5.4 It is the sole responsibility of the submitting Vendor to ensure that its SOQ is received before the submission deadline. Submitting vendors will bear all risks associated with delays in delivery.

All SOQs will be firm offers and may not be withdrawn for a period of three hundred sixty-five (365) days following the last day to submit SOQs. Errors in SOQs may be corrected as directed by the County.

7.6 Acceptance of Terms and Conditions of Master Agreement

Vendors understand and agree that submission of the SOQ constitutes acknowledgement and acceptance of, and a willingness to comply with, all terms and conditions of the Appendix A (Master Agreement). NOTE - The new DESMA is substantially similar to the current DESMA. It is the sole responsibility of the Incumbent Contractor to read Appendix A (Master Agreement) in its entirety, to confirm their understanding and acceptance of all terms, conditions, rights, liabilities, and obligations.

7.7 SOQ Withdrawals

The Vendor may withdraw its SOQ at any time prior to the date and time which is set forth herein as the deadline for acceptance of SOQs, upon written request for same to (the Director or their designee).

8.0 SOQ REVIEW/SELECTION/QUALIFICATION PROCESS

8.1 Review Process

SOQs will be subject to a detailed review by qualified County staff. The review process will include the following steps:

8.1.1 Adherence to Minimum Mandatory Requirements

County will review Exhibit 1 (Organization Questionnaire/Affidavit of Appendix B (Required Forms), Exhibit 6 (Minimum Mandatory Requirements), Exhibit 8 (List of Public Entities), and Exhibit 9 (List of References), to determine if the Vendor meets the minimum mandatory requirements as outlined in Paragraph 3.0 of this RFSQ.

8.1.1.1 Adherence to Minimum Mandatory Requirements for Incumbent Contractors

For Incumbent Contractors, as part of the SOQ Review/Selection/Qualification Process, the County will review Exhibit 1 (Organization Questionnaire/Affidavit) of Appendix B.1 (Required Forms for Incumbent Contractors), Exhibit 5 (Minimum Mandatory Requirements), and the incumbent contractor’s required insurance identified in Section C and required licenses identified in Section D. The County will verify that such insurance and licenses are valid, current, and in compliance with all solicitation requirements in order to determine whether the incumbent contractor has met the minimum mandatory requirements as outlined in Paragraph 3.0 of this RFSQ.

Failure of the Vendor to comply with the minimum mandatory requirements may eliminate its SOQ from any further consideration. The Department may elect to waive any informality in an SOQ if the sum and substance of the SOQ is present.

8.1.2 Vendor's Qualifications (Section A)

County's review will include the following:

8.1.2.1 Vendor's Background and Experience as provided in Section A.1 of the SOQ.

8.1.2.2 Vendor's References as provided in Section A. 2. The review will include verification of references submitted, a review of the Contractor Alert Reporting Database, if applicable, reflecting past performance history on County or other contracts, and a review of terminated contracts.

8.1.2.3 A review to determine the magnitude of any pending litigation or judgments against the Vendor as provided in Section A. 3.

Note – this Section is not applicable for Incumbent

8.1.3 Required Forms

All forms listed in Paragraph 7.4.3 (Required Forms) must be included in Section B of the SOQ. For Incumbent Contractors, all forms listed in Paragraph 7.4.4 (Required Forms for Incumbent Contractors) must be included in Section B.1 of the SOQ.

8.1.4 Proof of Insurability

Review the proof of insurability provided in Section C of the SOQ.

For Incumbent Contractors, the County will verify that such insurance and licenses are valid, current, and in compliance with all solicitation requirements in order to determine whether the incumbent contractor has met the minimum mandatory requirements as outlined in this RFSQ.

8.1.5 Proof of Licenses

Review the proof of licenses provided in Section D of the SOQ.

For Incumbent Contractors, County will verify that such insurance and licenses are valid, current, and in compliance with all solicitation requirements in order to determine whether the incumbent contractor has met the minimum mandatory requirements as outlined in this RFSQ.

8.2 Selection/Qualification Process

The Department will generally select Vendors that have experience in providing a broad range of Disaster and Emergency services. However, in order to ensure the Department has a varied pool of qualified Contractors, the Department may offer

Master Agreements to Vendors that offer a narrow scope of services in more highly specialized areas.

8.3 Master Agreement Award

Vendors who are notified by the Department that they appear to have the necessary qualifications and experience (i.e., they are qualified) may still not be recommended for a Master Agreement if other requirements necessary for award have not been met. Other requirements may include acceptance of the terms and conditions of the Master Agreement, unsatisfactory review of the Contractor Alert Reporting Database, if applicable, reflecting past performance history on County or other contracts, debarment status, and/or satisfactory documentation that required insurance will be obtained. Only when all such matters have been demonstrated to the Department's satisfaction can a Vendor, which is otherwise deemed qualified, be regarded as "selected" for recommendation of a Master Agreement.

The Department will execute Board of Supervisors-authorized Master Agreements with each selected Vendor. All Vendors will be informed of the final selections.

9.0 PROTEST PROCESS OVERVIEW

9.1 Solicitation Requirements Review

Any person or entity may seek a Solicitation Requirements Review by submitting Appendix C (Solicitation Requirements Review (SRR) Request) to the Department conducting the solicitation as described in this Section. A request for a Solicitation Requirements Review may be denied, in the Department's sole discretion, if the request does not satisfy all of the following criteria:

9.1.1 The request for a SRR is made within the time frame identified in the solicitation document;

9.1.2 The request includes documentation (e.g., letterhead, business card, etc.), which identifies the underlying authority of the person or entity to submit a SOQ;

9.1.3 The request itemizes in appropriate detail, each matter contested and factual reasons for the requested review; and

9.1.4 The request asserts that either:

9.1.4.1 application of the Minimum Mandatory Requirements, evaluation criteria and/or business requirements unfairly disadvantages the person or entity; or,

9.1.4.2 due to unclear instructions, the process may result in the County not receiving the best possible responses from prospective Vendor.

The SRR will be completed and the Department's determination will be provided to the requesting person or entity, in writing, within a reasonable time prior to the SOQ due date.

9.2 Disqualification Review

An SOQ may be disqualified from consideration because a Department determined it was non-responsive at any time during the review/evaluation process. If a Department determines that an SOQ is disqualified due to non-responsiveness, the Department will notify the Vendor in writing.

Upon receipt of the written determination of non-responsiveness, the Vendor may submit a written request for a Disqualification Review within the timeframe specified in the written determination.

A request for a Disqualification Review may, in the Department's sole discretion, be denied if the request does not satisfy all of the following criteria:

9.2.1 The request for a Disqualification Review is submitted timely (i.e., by the date and time specified in the written determination); and

9.2.2 The request for a Disqualification Review asserts that the Department's determination of disqualification due to non-responsiveness was erroneous (e.g. factual errors, etc.) and provides factual support on each ground asserted as well as copies of all documents and other material that support the assertions.

The Disqualification Review must be completed and the determination will be provided to the requesting Vendor, in writing, prior to the conclusion of the evaluation process.