

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

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

I. PROJECT DESCRIPTION

RESA-PMDB 2025-23

**VAN SICKLE PARK PHASE III
CALIFORNIA TAHOE CONSERVANCY
30 LAKE PKWY
SOUTH LAKE TAHOE, EL DORADO COUNTY,
CALIFORNIA**

The Project includes designing and constructing Americans with Disabilities Act (ADA) compliant Class 1 asphalt trails, a pre-fabricated concrete boardwalk, stabilized natural surface trails, public gathering areas, automobile parking areas, bicycle repair, charging and parking areas, stormwater and snow storage facilities, and related amenities such as covered and uncovered picnic areas, lighting, electrical outlets, potable water stations, wayfinding and interpretative features, and garbage and recycling stations. The Project will require extensive tree removal and evaluation of trees in the vicinity of public use areas to protect human health and safety, minimize wildfire risks, and to promote forest health.

The estimated cost of construction is approximately \$5,000,000.00.

The estimated duration of this contract will be 36 months.

II. SCOPE OF SERVICES

The selected firm shall provide engineering, real estate (easement acquisition), landscape architecture, forestry, environmental, interpretive, communications, and construction monitoring services to ensure permit and California Environmental Quality Act compliance (including implementation of the project Mitigation Monitoring and Reporting Program and development and implementation of a Stormwater Pollution Prevention Plan) for the Project. The selected firm's team shall include a professional engineer, a landscape architect, and a Registered Professional Forester, licensed to practice in the State of California. All work shall be performed under and approved by licensed professionals. Project services may include civil engineering, easement acquisition (including legal descriptions, appraisals, easement development, and easement negotiations), landscape architecture, forestry, geotechnical testing, surveying, estimating, bidding, delineating wetlands, developing wayfinding and interpretive signage, permitting, construction support (including environmental compliance monitoring) and public outreach.

The Project team has completed preliminary plans (including an initial construction estimate), formal public outreach, environmental review, and initial state oversight approvals. These items will be supplied to the selected firm in standard electronic formats.

The selected firm shall produce 100% plans, specifications, engineers estimates, a bid package to construct the Project and easement acquisition support. The selected firm may also provide services such as forestry, geotechnical testing, surveying, construction support, technical review team support, environmental compliance monitoring, permitting support, and public outreach materials (in English and Spanish).

MINIMUM REQUIREMENTS

Firms that are interested in providing professional services for this contracting opportunity shall submit the following information in 8.5" x 11" format (11-point font or greater) with each of the numbered sections collated in a separate tab. Firms shall ensure that their written responses indicate how they meet the Selection Criteria in Section V below.

Submit one (1) electronic copy as detailed below:

1. Letter of interest that includes the Federal Identification Number (FEIN) of the firm as well as the person authorized to negotiate and sign all agreements.
2. Executive Summary (2 pages maximum).
3. Federal Form SF330 ("Architect-Engineer Qualifications") Parts I & II for your firm, and Federal Form SF330 Part II for any proposed sub-contractors. The current revision of these forms is available on the [GSA Webpage for SF330](#).
 - a. For each resume, firms may supplement the Form 330 (no more than one supplemental page per person) with further information on each individual's proposed project assignment and responsibilities, their specific professional experience related to this assignment, and their current work assignment(s) and projected completion dates.
4. State License(s)
 - a. Licensed Professional Engineer - Copy of California license.
 - b. Registered Professional Forester – Copy of California license
 - c. Licensed Landscape Architect – Copy of California License
5. Written statement of the firm's qualifications that is responsive to the selection criteria below. Firms shall respond in writing indicating how they believe their qualifications fulfill the requirements of these criteria. **Firms must respond to each numbered criterion with complete and organized responses.**
6. Additional Required Documents
 - a. Current Statement of Information (can be obtained on the [California Secretary of State's website](#)). If operating under a fictitious business name, provide all supporting documentation (i.e. fictitious business name statement certified by the appropriate county clerk).
 - b. If applicable, proof of current certification from the DGS Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS). This information can be obtained [DGS Office of Small Business and Disabled Veteran Business Enterprise Services website](#).
 - c. Completed and signed California Civil Rights Laws Attachment, available on the [website link to the Civil Rights Laws Attachment Form](#)

- d. Proof of current registration with the California Department of Industrial Relations as a Public Works Contractor for the firm submitting SOQ, and subs. [Website link to the DIR Contractor Registration Search.](#)
- e. Darfur Contracting Act Certification. [Website link to the Darfur Contracting Act Certification Form.](#)
- f. Iran Contracting Act Certification. [Website link to the Iran Contracting Certification Form.](#)
- g. The Bidder's Declaration Form (GSPD-05-105). This form documents subcontracted services. [The Website link to the GSPD-05-105 Form.](#)

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

To locate certified firms for subcontracting purposes, start on Cal eProcure. [Website link to CaleProcure.](#) Click on "Small Business / Disabled Veteran Business Enterprise," then "Search for Certified SB/DVBE Firms." In the Certification Type, select any combination of Micro Business (MB), Small Business (SB), or Disabled Veteran Business Enterprise (DVBE). Additionally, there are fields that allow for a narrowing of the search. In the UNSPSC Classifications field, a search can be conducted in which the words "architectural" or "engineering" are used. If, for example, the UNSPSC Classification for Architectural Engineering (81101508) is selected, in addition to Disabled Veteran Business Enterprise (DVBE), Service Area (County) Sacramento (34), a number of DVBE certified firms that associate with the Architectural Engineering category are shown.

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

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

III. SUBMISSION INFORMATION AND DEADLINE

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

<https://dgscloud.app.box.com/f/82cb76a4ef674386aca6a82ca5b32dc4> .

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

Submittal Deadline: **Friday, July 17, 2026, at 5:00 P.M.**

IV. SELECTION CRITERIA

Submitted SOQ packages will be evaluated on the 8 areas listed below.

1. Experience of Firm

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

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

- Describe relevant completed work.

2. **Experience of Principals**

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

- List the Principals to be assigned to and involved with the project.
- List principals experience, education, licensing, certification, and training.

3. **Experience of Key Personnel**

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

- List the staff to be assigned to and involved with the project.
- List staffs experience, education, licensing, certification, and training.

4. **Resource Availability**

- Firm's resource availability and demonstrated ability to meet deadlines and produce timely required deliverables. SOQs should demonstrate reliability of firm and continuity of firm's staff and sub consultants.
- Location of firm office(s) for project coordination and services.

5. **Working with Other Entities**

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

6. **Problem Solving**

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

7. **Expertise**

- Demonstrated expertise and experience in cost estimating, scheduling and phasing, value engineering, and cost benefit analysis.
- Demonstrate the team's experience designing, permitting, bidding, and constructing recreation projects at high elevations where freeze/thaw, heavy snow loads, and snow removal conditions exist. Firms should describe relevant experience in settings typical of the Lake Tahoe and Truckee River watersheds.
- All spatial data produced under this contract shall be georeferenced to the coordinate system used in the prior phases of work already completed and converted to ESRI ArcGIS Pro layers.
- These examples below are provided to assist each potential firm in the formation of their respective team. Respondents are encouraged to identify proposed lead contacts and team members for this contracting opportunity and describe their individual experience, expertise, and availability to respond in a timely manner to service requests.

Expertise that is of importance in the selection of the respective firms for this contract includes, but is not limited to, the following:

- **Civil Engineering:** Contract requires licensed professional engineers (current California registration) with experience in civil, structural, hydrology, environmental, geotechnical, or related fields. Firms should have experience in design and construction of public access projects. Firms should have the ability to (1) design Americans with Disabilities Act (ADA) compliant public access facilities such as paved and unpaved trails, boardwalks, day use areas, parking lots, shade pavilions, and restrooms; and (2) design stormwater and snow storage facilities based on existing and proposed runoff and snow fall calculations.
- **Real Estate Acquisition:** Firms should demonstrate experience in acquiring permanent easements, or other land tenure agreements, to construct permanent improvements in public

right-of-ways. Related work for the subject project will most likely include producing legal descriptions, easement documents, appraisals, and negotiating easements with the City of South Lake Tahoe.

- **Landscape Architecture:** Firms should include a licensed professional landscape architect (current California registration). Firms should demonstrate experience in design and development of shared-use and hiking and biking trails, educational/interpretative displays, exhibits, and signage, public art installations, parking lots, bathrooms, and day use facilities.
- **Topographic Surveys:** The team shall have the ability to conduct topographic surveys.
- **Wetland Delineation:** The team shall have the ability to complete a wetland delineation.
- **Geotechnical Assessment:** The team shall demonstrate the capability to provide geotechnical services necessary to evaluate, plan, and construct the Project. The team should also have the resources to provide water quality, soils, and materials testing and analysis.
- **Construction Support:** The team shall have the ability to provide observations and engineering support during construction to assist the Department of General Services (DGS) construction inspector in monitoring construction activities and progress.
- **Knowledge of Lake Tahoe Basin Permitting and Regulatory Processes:** The team shall demonstrate knowledge of and expertise in complying with Lake Tahoe basin regulations as demonstrated by securing project permits from the Tahoe Regional Planning Agency, the Lahontan Regional Water Quality Control Board, Army Corps of Engineers, the City of South Lake Tahoe, and other relevant public agencies with jurisdiction in the Lake Tahoe Basin.
- **Environmental Compliance:** The team shall have the ability to implement protective and mitigation measures specified in the Project environmental compliance documents. The team shall understand the relationship of the Project preliminary plans to critical resources and develop engineering documents that ensure environmental compliance.
- **Forestry:** The team requires a Registered Professional Forester (RPF) with experience in developing vegetation management plans and applying for CalFire exemptions. Firms should have experience planning forestry projects in the Lake Tahoe Basin and in Stream Environment Zones.
- **Revegetation:** The team shall demonstrate knowledge and expertise related to revegetation in settings like the Project site. This includes development of revegetation plans and specifications for uplands and meadows, along with the preparation of project effectiveness vegetation monitoring.
- **Knowledge of the Washoe Tribe of CA and NV:** The team shall have experience working with the Washoe Tribe of California and Nevada to design interpretive features and protect known and potential Tribal resources during construction.
- **Communication, Outreach, and Interpretation:** The team shall have the ability to design and develop interpretive panels, informational signs, wayfinding signs, graphics, pamphlets, and brochures.

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

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

V. CONTRACT ADMINISTRATIVE PROCESS

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

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

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

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

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

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

VI. LABOR COMPLIANCE MONITORING & ENFORCEMENT PROGRAM - CONTRACTOR REGISTRATION

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

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

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

VII. PREVAILING WAGES

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

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

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

VIII. ECONOMIC SANCTIONS

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

IX. QUESTIONS

All technical, contracting, and project related questions should be directed to Gary W. Lewis, Project Director, at (279) 799-3954, or garyw.lewis@dgs.ca.gov.

All questions regarding the submission of SOQs should be directed to Sarah Mutschler at sarah.mutschler@dgs.ca.gov.

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