



Oak Woodland Management Plans – Request for Qualifications

Purpose and Project Overview

The County of San Luis Obispo is seeking to identify individuals (or firms) to establish a list of pre-qualified professionals that are interested in preparing Oak Woodland Management Plans. Qualified professionals will assist landowners on an as-needed basis, in preparing plans to guide future land management activities for oak woodland resources. Please refer to County Land Use Ordinance Section 22.58 for a description of Oak Woodland Management Plans as applicable for this purpose. There is no specific project associated with this request; individuals will however be placed on a list to provide oak woodland management services as needed.

To be considered for placement on the list, individuals must meet the qualifications and satisfy the requirements as stated in this Request for Qualifications (RFQ). This RFQ will be made available to the general consulting community and will be available via the County's website. The County will review all submitted Statement of Qualifications (SOQ) and determine if the individuals meet the County's minimum qualification requirements. The list will be maintained by the County Department of Planning and qualified professionals shall be acceptable to the Director prior to being listed. The list of pre-qualified professionals will be updated periodically to ensure that the County and applicants receives the highest caliber of oak woodland management services. Placement on the County's pre-qualified consultant list does not guarantee any specific oak woodland management work.

Right of Rejection

The County reserves the right to reject any or all Statement of Qualifications received as a result of this request. The County will not pay for any information contained in the Statement of Qualifications packets obtained from participating firms. The County is not liable for costs incurred by firms for qualification packets submittal.

How to Submit Statement of Qualifications

In order for qualifications to be examined and evaluated by the Department of Planning and Building, submit SOQs to jprotsman@co.slo.ca.us or 976 Osos St, Room 300 San Luis Obispo, CA 93401.

Oak Woodland Management Plan: Requirements And Process

Minimum Required Experience for Qualified Individuals

- Sufficient experience in Natural Resource Management, Forestry, Environmental Management, Forest Ecology, Silviculture, Forest Science, or related fields.
- Knowledge and demonstrated experience in forest and woodland management.
- Possession of the following license or certification:
 - Individuals with a Registered Professional Forester (RPF) License
 - Individuals with an International Society of Arboriculture (ISA) Certification
 - Individuals with ISA certification must also demonstrate the ability and experience with identifying potential impacts to tree species and preparing woodland management plans.

Statement of Qualifications (SOQ) Requirements

To be placed on the County's list of qualified professionals, County staff will verify that the individual and associated staff has experience with the specific resources that correspond with the qualified. The minimum qualifications and experience required for placement on each list is included below.

A statement of Qualifications shall include at minimum the following:

Letter of Interest and Contact Information

Provide a letter of interest that includes the name and contact information for the project manager.

Listing of Personnel

Listing and resumes of personnel for the Individual or firm relating to the specialized list requested. Include resumes of anyone in the firm that will be conducting/assisting in creating an Oak Woodland Management Plans.

Executive Summary

Brief summary explaining the Consultant's overall understanding of the request and experience creating Oak Woodland Management Plans (or similar documents or plans) with an emphasis on projects on the Central Coast. In addition, include a list of reports/plans that you have completed in the County of San Luis Obispo.

Oak Woodland Management Plan: Requirements And Process

Statement of Experience and Technical Competence

Provide a listing and description of the Individual's educational and professional background, as well as most relevant experience. All project experience summaries should include client contact information and dates of work performed and should be attributable to staff still in Individual's employment. Any related published work should be listed.

Report Sample

For the list of Qualified Individuals, submit one example of a relevant technical report written, preferably within the County of San Luis Obispo, where possible.

Client References

A list of client references (three or more is preferred), including name, title, and contact information. Please specific report prepared for each reference.

Inquiries

If you have any questions regarding this request, contact Jacqueline Protsman at (805) 781-4979 or jprotsman@co.slo.ca.us.