

BOARD MEETING DATE: January 10, 2025

AGENDA NO. 20

PROPOSAL: Report of RFQs/RFPs Scheduled for Release in January

SYNOPSIS: This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January.

COMMITTEE: Administrative, December 13, 2024, Reviewed

RECOMMENDED ACTION:

Approve the release of RFQs/RFPs for the month of January.

Wayne Nastri  
Executive Officer

SJ:gp

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### **Background**

In January 2020, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs/RFPs for budgeted items over \$100,000 that follow the Procurement Policy and Procedure would no longer be required to obtain individual Board approval. However, a monthly report of all RFQs/RFPs over \$100,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The attached report provides the title and synopsis of the RFQ/RFP, the budgeted funds available, and the name of the Deputy Executive Officer/Assistant Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on January 10, 2025.

### **Outreach**

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFQs/RFPs and inviting bids will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFQs/RFPs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>), where it can be viewed by making the selection "Grants & Bids."

**Proposal Evaluation**

Proposals received will be evaluated by applicable diverse panels of technically qualified individuals familiar with the subject matter of the project or equipment and may include outside public sector or academic community expertise.

**Attachment**

Report of RFQs/RFPs Scheduled for Release in January 2025

**January 10, 2025 Board Meeting  
Report on RFQs/RFPs Scheduled for Release on January 10, 2025**

(For detailed information visit South Coast AQMD's website at  
<http://www.aqmd.gov/nav/grants-bids>  
following Board approval on January 10, 2025)

**SPECIAL TECHNICAL EXPERTISE**

|               |  |             |
|---------------|--|-------------|
| RFP #P2025-08 | Issue RFP for Employment and Labor Relations<br>Legal Services | Olvera/2309 |
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South Coast AQMD contracts with outside law firms for employee relations litigation services and for legal counsel on labor and employment law matters. This action is to issue an RFP to establish a list of prequalified counsel to provide these services as needs arise.

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| RFP #P2025-09 | Issue RFP for Insurance Brokerage Services | Olvera/2309 |
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The current contract for insurance brokerage services expires September 30, 2025. This action is to issue an RFP to solicit proposals from licensed insurance brokerage firms interested in providing these services to South Coast AQMD. Funds for this contract will be requested in future budgets.

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|---------------|--|-------------|
| RFP #P2025-10 | Issue RFP for Occupational Health and Medical<br>Services Provider | Olvera/2309 |
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South Coast AQMD contracts with qualified occupational medicine facilities and medical services providers to provide medical examinations and treatment of South Coast AQMD employees. The current contracts for these services expire June 30, 2025. This action is to issue an RFP to solicit proposals from occupational medicine facilities and medical services providers to provide these services as needs arise. Funds for these services will be requested in future budgets.