

**TAHOE REGIONAL PLANNING AGENCY  
LONG RANGE AND TRANSPORTATION PLANNING  
REQUEST FOR PROPOSALS (RFP)**

Meeks Bay Fish Management Structure Design  
RFP #230008

**Announcement:** March 17, 2023

**Project Description:** The Tahoe Regional Planning Agency (TRPA) is requesting qualifications for fish management structure design services, in collaboration with the United States Forest Service (USFS), to be located at Meeks Bay, Lake Tahoe, California.

**Evaluation:** Proposals will be evaluated according to the criteria in section 4 of this document.

**Deadline:** March 24, 2023 – Bidding Firms' Questions Due  
March 31, 2023 – Deadline for Proposal Submissions

**Questions:** All questions should be submitted in writing to the RFP Coordinator:

Rebecca Cremeen  
Tahoe Regional Planning Agency  
PO Box 5310  
128 Market Street  
Stateline, NV 89449  
775-589-5214  
[rcremeen@trpa.gov](mailto:rcremeen@trpa.gov)

## 1. Introduction and Agency Background

### **Introduction:**

The Tahoe Regional Planning Agency (TRPA) and the U.S. Forest Service Lake Tahoe Basin Management Unit (LTBMU) is seeking a qualified consultant with fisheries and fish management experience to provide professional services for a Meeks Creek Fish Management Structure Feasibility Report and preliminary designs. Meeks Creek is located on the west shore of Lake Tahoe in El Dorado County, California (Figure 1).

The Meeks Creek watershed originates at over 9,000 feet in elevation along the eastern crest of the Sierra Nevada. The creek runs 7.5 miles through high mountain lakes in Desolation Wilderness and steep alpine terrain; it then flows into Meeks Meadow before flowing under State Route (SR) 89 and into the Meeks Bay Marina and into Lake Tahoe. Dominant substrates transition from cobble and gravel to silt and sand downstream through the site from west to east. Although the bulk of precipitation occurs as snowfall, the highest volume of runoff occurs during spring snowmelt where mean daily flows are 30-50 cubic feet per second.

A permanent fish management structure would be constructed in the Meeks Creek channel in the vicinity of the SR 89 bridge (no more than 75 ft upstream), new proposed trail bridge(s), or in the channel between the SR 89 and trail bridges based on results of the feasibility report and associated site survey results (performed under a separate contract). Refer to the project area on Figure 2.

### **Project Background:**

The fish management structure is one action included in the Meeks Bay Restoration Project <http://meeksbayproject.org/>. This project will restore the Meeks Creek channel, wetlands, lagoon, and barrier beach; and provide sustainable recreation. In addition to the fish management structure, the project involves removal of the Meeks Bay Marina, restoration of Meeks Creek and associated wetland/lagoon habitat, continued management of Aquatic Invasive Species (AIS), reconfiguration or construction of pedestrian (including crossing over Meeks Creek) and vehicle circulation and parking areas, and campgrounds, replacement of the SR 89 bridge, installation of utility infrastructure and shoreline stabilization, habitat enhancement, resource protection features, flood flow conveyance, and other associated improvements. The contractor would need to work closely with TRPA, LTBMU, the California Department of Transportation (Caltrans), and other contractors to ensure the conceptual designs for the fish management structure are compatible with designs for SR 89 bridge replacement, lagoon and creek restoration, and trail bridges.

The existing crossing at SR89 is an aquatic organism barrier to all life stages of salmonids. There are planning efforts underway that propose recovery efforts to restore and enhance habitat for two federally listed species (Lahontan cutthroat trout (*Oncorhynchus clarkii henshawi*) and Sierra Nevada yellow-legged frog (*Rana sierrae*)) in the upper Meeks Creek watershed. To support these efforts and facilitate restoration actions at the SR89 bridge, a fish management structure is needed to ensure upstream habitat is free of non-desirable fish species (all non-native and invasive fish, e.g., rainbow trout (*Oncorhynchus mykiss*), brook trout (*Salvelinus fontinalis*), bluegill (*Lepomis macrochirus*), small mouth bass (*Micropterus dolomieu*)). The fish management structure would consist of a weir or similar

in-channel structure that could be adjusted to block or allow the movement of fish. The fish management structure should be designed to pass all flows and allow natural stream processes to occur. Additionally, the structure should be located and constructed in a fashion to avoid stream flows bypassing the structure, streambank erosion, undercutting, and/or restriction of flows that could cause backwatering or increased velocity.

Because of uncertainty about the optimal location and structure designs to meet project objectives, a feasibility study is needed to determine optimal location, constraints, and design alternatives.

Several concurrent environmental planning and design contracts are ongoing that relate to this contract. The TRPA will be soliciting services for a complete site survey, Caltrans is progressing with planning and design development for the SR 89 bridge replacement, and the LTBMU will manage a contract for completion of the Meeks Creek and Lagoon restoration designs. This Consultant team will need to coordinate and work closely with the bridge and restoration design teams and will rely on the deliverables produced from the site survey.

TRPA is managing contracts for the Meeks Bay Restoration Project Environmental Impact Statement/Environmental Impact Report, fish management structure design, and site survey through a cooperative agreement with the LTBMU. Funding is provided by the Lake Tahoe Restoration Act.

#### **TRPA Background Information:**

Established in 1969, by a Federally sponsored, interstate compact between California and Nevada, TRPA is authorized under California law (California Government Code sections 66800 through 66801), Nevada law (NRS 277.190 through 227.200), and Federal law (PL 96-551).

The mission of TRPA is to “lead the cooperative effort to preserve, restore, and enhance the unique natural and human environment of the Lake Tahoe Region, while improving local communities, and people’s interactions with our irreplaceable environment.” TRPA is the leading partner for plans and actions to preserve the environment of the Tahoe region. TRPA establishes transportation and land use policy as the region’s Metropolitan Planning Organization and works with local, regional, state, and Federal organizations and governments to facilitate a cooperative approach in implementing these plans and programs. The TRPA Regional Plan is designed to maintain a healthy natural environment, meet adopted environmental thresholds, maintain social and economic health, and allow orderly growth in the Region.

TRPA is governed by a 15-member Board. California and Nevada each have seven members comprised of elected officials and governmental appointees. In addition, a non-voting member is appointed by the President of the United States. Further information can be obtained at TRPA’s website at [www.trpa.gov](http://www.trpa.gov).

TRPA is granted environmental planning and regulatory authority at Lake Tahoe pursuant to the Tahoe Regional Planning Compact (Public Law 96-551). TRPA requires all projects to be consistent with the applicable development and environmental standards found throughout the TRPA Regional Plan package.

## 2. Project Description

### Scope of Work

#### **Task 1-Field assessment and engineering surveys**

As described above, a full site survey is being completed under a separate contract, however the contractor may need to collect additional topographic field survey data necessary for this study that is sufficient to characterize the optimal location for the permanent structure and rationale for that decision.

The description of the work that will be completed under the separate site survey contract includes:

*Topographic survey shall be prepared under the supervision of a professional land surveyor licensed by the state of California. The topographic survey shall document all natural and built physical features within the project area. Included will be legal boundaries of land ownership including all easements and rights of way. In addition, a bathymetric survey shall document elevations of the lakebed, stream bed, and lagoon bottom. Terrestrial survey shall document the position of tree diameter at breast height and species, all above ground and below ground utilities including sewer inverts, building corners to also include finish floor elevation, and location, description, and elevation of all decks, road, trails and paths.*

Because the site conditions will dramatically change after Meeks Creek and lagoon restoration and SR 89 Bridge replacement, preliminary design information from both of those design contracts will be made available to the contractor once completed.

#### Task 1 Assumptions:

- Site survey information from a separate contract will be available to this contractor in a timely manner to allow inclusion of that information in the Fish Management Structure designs.
- Additional, location specific surveys may be needed to complete the feasibility report and 30% designs.

#### Task 1 Deliverables:

- Electronic files of any additional survey information the Consultant collects in completing this task.

#### **Task 2-Hydrologic/Hydraulic & Fish Passage Analysis**

The contractor will complete a basic hydrologic analysis of the Meeks Creek sub-watershed to generate design storm(s) flow rates, and for the basis of the hydraulic analysis of the stream channel flow. The existing bridge will serve as the baseline for the existing conveyance capacity, and for comparison to a proposed bridge replacement structure.

The results of hydrologic/hydraulic and fish passage analysis will inform the design and provide supporting information for future permitting requirements.

#### Task 2 Assumptions:

- Watershed topographic data for hydrologic analysis will utilize readily available online resources (i.e., Tahoe Basin LiDAR) and information collected during the project site survey (under separate contract). Additional detailed topographic survey may be required as described above in Task 1.
- Conceptual designs for the fish management structure will be compatible with the designs for the SR 89 bridge and Meeks Creek and lagoon restoration designs.
- A fish simulation will be used to ensure that the proposed structure will function as intended at all lake levels, flow conditions, and operational conditions.

#### Task 2 Deliverables:

- Hydrology/Hydraulic summary memo (1-2 pages) presenting only key results of the model outputs, fish passage analysis and design parameters selected for the proposed structure design.

#### **Task 3-Feasibility Report**

An evaluation of opportunities and constraints, including a feasibility analysis will be conducted and documented in a Feasibility Report. The analysis will consider:

- Optimal location to meet project objectives, including:
  - Public access and potential for the public tampering with the structure.
  - Protection of restored stream function and processes.
- Sediment transport and other materials moving downstream in the system, and how that might affect this structure, fish, and flow passage.
- Given the history of beaver activity in this area, could the structure be vulnerable to failure if a beaver dam was constructed within or nearby, and how can that vulnerability be avoided?
- Structure should not prohibit movement of terrestrial or other non-fish species.
- Type of structure
  - Installation requirements and considerations
  - Maintenance and operation needs
  - Estimated construction, maintenance, and operation costs
- Locations considered and rationale why locations or type of structure would not meet project objectives.

#### Task 3 Assumptions:

- The fish management structure will prevent upstream migration of fish while allowing unimpeded downstream migration.

- The fish management structure should only include a fish trap when actively managed, and not trap fish when not being regularly operated and maintained.
- The fish management structure would meet visual threshold requirements (TRPA).
- The fish management structure would be located and constructed in a fashion to avoid stream flows bypassing the structure, streambank erosion, undercutting, and/or restriction of flows that could cause backwatering or increased velocity.

#### Task 3 Deliverables:

- Draft and final Feasibility Report. The draft version can be distributed electronically for review and comments, the final version will be provided as three hardcopies and an electronic file.

#### **Task 4-Design Plan Documents**

In consideration of the focused project scope and work elements, the development of the design plans will be streamlined and completed in two design steps for each of the design documents: 30% design and 60% design. With the 60% design delivery, draft technical specifications are included in this scope.

The contractor will provide TRPA and LTBMU with key updates throughout, and informally communicate as needed on a regular basis. This collaboration will promote a cohesive design approach and provide the Consultant team with feedback on critical design elements, impacts, and potential construction constraints.

#### *30% and 60% (optional) Design Documents*

The 30% and 60% design plans will serve as a basis for the overall goals and function of the Project improvements and present the work elements in conceptual design plans for agency consideration. In coordination with the TRPA and US Forest Service, the Consultant team will add detail to the plans to provide necessary constructability information to show how the Project is to be built, address any key project challenges, and establish a clear budget for the construction costs.

The plan set will be comprised of the following types of plan sheets:

- Title sheet, notes and legends, and site location/overview map
- Temporary construction staging/access and Best Management Practices (BMPs)
- Plan and profile sheets for fish management structure, channel outlet controls, and cut and backfill surface finish grades
- Typical details and cross section views for project facilities including fish management structure

The contractor will provide the 30 and 60% design plans to TRPA and LTBMU for review and comment. The Consultant team will meet with TRPA and LTBMU to review the plans and conduct a review meeting at the project site (see below).

Following the design review meetings and receiving any comment reviews, contractor will update the 60% design plans to clearly define the project for inclusion in the final designs and permit submittals.

#### Task 4 Assumptions:

- Conceptual designs are consistent with National Environmental Policy Act (NEPA) California Environmental Quality Act (CEQA) and TRPA requirements, and the analysis prepared for the Meeks Bay Restoration Project.
- Conceptual designs are compatible with designs for the SR89 bridge replacement, lagoon and creek restoration designs, and trail/pedestrian bridge designs.
- Conceptual designs include options for “opening” the fish management structure in the future if upstream migration is desired, potentially requiring a fish simulation to ensure multiple resident species and multiple life stages have migration access.
- Installation methods will consider U.S.F.S Resource Protection Measures (RPMs and BMPs (include RPMs as an attachment to RFP)
- Proposed structure and installation methods will not impact known existing underground utilities or other infrastructure at the project site.
- Proposed structure will not impact any existing or proposed improvements within the project area.
- Structure will comply with agency guidance documents (e.g., TRPA Threshold Standards, LTBMU Forest Plan)
- The structure will be designed to avoid stream flows bypassing the structure, streambank erosion, undercutting, and/or restriction of flows that could cause backwatering or increased velocity.
- No work will commence on the 60% design plans until all comments have been received on the previous 30% designs
- TRPA and LTBMU draft reviews and comments are scoped for 1 round/iteration at each design step.

#### Task 4 Deliverables:

- 30% design plans (1 draft, 1 final)
- 60% design plans and draft technical specifications, including estimated cost (1 draft, 1 final)

#### **Task 5- Management, Maintenance and Operations Plan**

The contractor will provide TRPA and LTBMU a draft “field manual” (5-10 pages) based on the feasibility report and conceptual designs describing management and potential maintenance considerations and an operational plan, including estimated costs.

The “field manual” will consider:

- Level of management and oversight needed when fish management structure is in operation and actions needed when not in operations.
  - Frequency
  - Duration of visits

- Cost
- Level of experience
- Management actions needed to reduce incidental take of target and non-target species.
- Maintenance requirements and environmental parameters that would trigger monitoring/maintenance (e.g., high flow event/precipitation, lake level, beavers, etc).
- Staff requirements when structure is in operation.

#### Task 5 Assumptions:

- Structure will be designed and located for minimal maintenance needs.

#### Task 5 Deliverables:

- Five – 10-page document providing level of management, maintenance required during operation and non-operation, and guidance on operation.
- Estimated cost of operation.

The work to be performed by the consultant shall consist of, but is not limited to, the following items and items:

#### 1. TRPA and USFS coordination.

A LTBMU Restoration Hydrologist and Aquatic Biologist and a TRPA Program Manager will be part of the design team. There will be regular coordination with the design team, as needed, regarding the progress and status of the project and related issues through meetings or personal communication. Consultant shall be prepared to present the project design and respond to questions. Consultant shall respond in writing to comments presented at the meetings as well as to comments received in writing from the TRPA and US Forest Service.

Consultant will work with TRPA and LTBMU to arrange 1-2 meetings with other contractors/consultants to ensure feasibility reports, designs, and draft “field manual” are compatible and consistent with other design/planning efforts.

Anticipate 2-3 coordination meetings in addition to the field meetings and other meetings described below.

#### 2. Field Reviews

The contractor shall organize and lead two field reviews of the project, one prior to field assessments needed for the feasibility analysis with the LTBMU and TRPA, and another at the 30% design phase of project design with project partners and proponents (e.g., LTBMU, TRPA, USFWS, California Department of Fish and Wildlife (CDFW), the Washoe Tribe). These meetings will enable the design team members to walk the site and review the proposed improvements against the existing conditions. This will allow all parties to identify any potential project issues/complications so they can be addressed.



### 3. Feasibility Report

A professional report that summarizes all analyses and conclusions described in Tasks 1 through 3 above, and any other analyses developed during contract negotiation and/or during the assessment phase of the contract and agreed upon by the TRPA, LTBMU and the contractor.

A minimum of two coordination meetings are required. The first coordination meeting will be to discuss the analysis approach, and the 2<sup>nd</sup> will be to discuss comments on the draft report and necessary revisions before finalizing. The final version will be provided as three hardcopies and an electronic file.

### 4. Preparation of Design Plans and Specifications

Project designs shall be compatible with the developed recreation site and the natural environment, both visually and functionally. Project design plans will be provided to the TRPA and LTBMU for review and comment at 30%. Project designs, specifications, and engineer's opinion of probable construction cost will be provided to LTBMU for review and comment at 60%.

The 60% design plans will include draft technical specifications that shall include, at a minimum, description of items to purchase and materials specifications, quantities of cut and fill, order of work, and types of equipment to be used. If the project requires a phased approach for implementation, the design documents shall reflect this. The consultant shall also provide an engineer's cost estimate for each phase and the project in total.

### 5. Design/Construction drawings

Provide two sets of reproducible plans (30% and 60%). Also provide one set in electronic file format. Plans will be in a standard engineering design and layout format.

### 6. Management, Maintenance and Operations Plan.

Consultant will prepare a Management, Maintenance and Operations Plan ("field manual") describing the long-term management of the structure.

### **Work Completed to Date and Supportive Data**

The following information shall be made available for the planning and design of the project. Selected documents are available under the "Documents" tab at <http://meeksbayproject.org/>.

1. Meeks Bay Restoration Project EIS/EIS/EIR and associated specialist reports (2023)
2. Meeks Ecosystem Assessment Report
3. Geomorphic Analysis and conceptual restoration designs
4. Basin-wide non-game fish assessment (2016)
5. Updated Goals and Objectives for LCT Recovery in the Tahoe Basin
6. LTBMU Forest Plan

### **Term of Engagement**

It is the intent of the Agency to contract for services presented herein for a maximum term of 14 months, effective May 1, 2023, expiring June 30, 2024.

1. **Schedule-** TRPA recommends the following timeline of contract tasks and deliverables:

a) Commencement of work	May 1, 2023
b) Feasibility Report	October 2023
c) 30% Plans	December 2023
d) 60% Plans and Technical Specifications	April 2024
e) Management, Maintenance, Operational Plan	May 2024
f) Contract End	June 30, 2024

### **3. RFP Schedule & Submission Process**

#### **Public Records:**

The documents submitted in response to this RFP should be considered public information and subject to FOIA disclosure. Restrictions on any information submitted will render a bid non-responsive.

TRPA assumes no contractual obligation to enforce any exemption on behalf of a respondent to the RFP.

#### **RFP Coordinator:**

Upon release of this RFP, all communications concerning this proposal request should be directed to the RFP Coordinator listed below. All written questions and requests for clarification must be received by the deadline on the RFP schedule listed below. Email shall have the subject stating: **“RFP INQUIRY – RFP #230008 Fish Mgt Structure Design.”** Responses will be posted to the website [trpa.gov/contact/request-for-proposals/](http://trpa.gov/contact/request-for-proposals/) in accordance with the RFP schedule listed below. The respondent should rely only on written statements issued by the RFP Coordinator.

Rebecca Cremeen  
Tahoe Regional Planning Agency  
PO Box 5310  
128 Market Street, Suite 3A  
Stateline, NV 89449  
775-589-5214  
[rcremeen@trpa.gov](mailto:rcremeen@trpa.gov)

**Request for Proposal Schedule:**

TRPA anticipates the following schedule, which is subject to change:

Date of Announcement:	March 17, 2023
Bidding Firms' Questions Due:	March 24, 2023
Questions and Answers posted to <a href="http://www.trpa.gov">www.trpa.gov</a>	March 28, 2023
Deadline for Proposal Submissions:	March 31, 2023
Sealed Proposals Opened:	April 3, 2023
Selection of Consultants for Interviews (if necessary):	April 4, 2023
Consultant Interviews (if necessary):	April 10, 2023
Anticipated Award of Contract:	April 18, 2023
Commencement of Work:	May 1, 2023

Late proposal submissions will not be considered and will be returned unopened to the sender.

**Proposal Submission:**

Electronic submission of proposals via email, file transfer, or other method is preferred. RFP and cost proposals are submitted separately, and cost proposal is only opened for proposals that meet format requirements. Send electronic submittals to [bids@trpa.gov](mailto:bids@trpa.gov) with the subject line "**DO NOT OPEN – RFP #230008 Fish Mgt Structure Design RFP Response [lead firm name]**" and "**DO NOT OPEN – RFP #230008 Fish Mgt Structure Design RFP Cost Proposal [lead firm name]**".

Mailed submissions will be accepted if the submission is too large to transmit digitally. Please include hard copies and digital files on a thumb drive. Mailed submissions must be received by TRPA before the RFP deadline.

Address written proposals to:

Tahoe Regional Planning Agency  
 Attention: Rebecca Cremeen  
 128 Market Street, Suite 3A  
 PO Box 5310  
 Stateline, NV 89449-5310  
 Subject Line: "**DO NOT OPEN – RFP #230008 Fish Mgt Structure Design RFP Response [lead firm name]**" and "**DO NOT OPEN – RFP #230008 Fish Mgt Structure Design RFP Cost Proposal [lead firm name]**"

All opened proposals and accompanying documentation become the property of TRPA and will not be returned. Any late proposals will be returned unopened.

**Terms and Conditions:**

- TRPA reserves the right to amend the RFP schedule or issue amendments to the RFP at any time. TRPA also reserves the right to cancel or reissue the RFP, to reject any or all proposals, to waive any irregularities or informalities in the selection process, and to accept or reject any item or combination of items. TRPA reserves the right to request clarification of information from any bidder or to request supplemental material deemed necessary to assist in the evaluation of the

proposal. TRPA reserves the right to accept any agreement deemed by the agency to be in its best interest. This RFP does not obligate the TRPA to accept or contract for any expressed or implied services.

- In the event that the bidder to whom any services are awarded does not execute a contract within thirty (30) calendar days after TRPA approval, TRPA may give notice to such bidder of intent to award the contract to the next most qualified bidder or to call for new proposals and may proceed to act accordingly.
- TRPA will not reimburse any bidder for any of the costs involved in the preparation and submission of responses to this RFP or in the preparation for and attendance at subsequent interviews.
- Selected consultant(s) will be expected to sign the TRPA Consultant Services Agreement listed on [trpa.gov/contact/request-for-proposals/](http://trpa.gov/contact/request-for-proposals/). Any desired edits to this agreement should be included in the Contractor's proposal. Desired edits may not be accepted by TRPA.
- The Consultant or its employees may be subject to the provisions of Article III (a)(5) of the Tahoe Regional Planning Compact (P.L. 96-551, 94 Stat. 3233, Cal. Gov't Code Section 66801, N.R.S. 277.200), which requires disclosure of any defined economic interest and prohibits such persons from attempting to influence Agency decisions affecting certain economic interests.
- Bidder shall thoroughly examine and be familiar with these terms and conditions of the TRPA Consultant Services Agreement. The failure or omission of any bidder to receive or examine this document shall in no way relieve any bidder of obligations with respect to this proposal or the subsequent contract.
- Bidder must certify to the best of its knowledge and belief that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. TRPA will verify bidders' status by checking the SAM system.
- All subcontractors, if any, used by the selected consultant will require prior written consent of TRPA and will be subject to all provisions stipulated in the TRPA Consultant Services Agreement.
- This contract will be funded by federal and state grant awards and is subject to federal and state grant award requirements including, but not limited to, cost principles and administrative regulations including but not limited to travel and per diem rates, mileage rates, and allowable cost requirements.

#### **4. Minimum Required Proposal Contents**

##### **Minimum Required Proposal Contents:**

All proposal responses should address the following matters:

**Main Proposal – Max Page Limit: 5**

1. **Definition of the Project**: Indicate your understanding of the Project objectives.
2. **Project approach**: Briefly describe how the Project will be managed, implemented, and evaluated to accomplish the objectives and requirements outlined in this request.
3. **Team Organization**: Briefly describe how the project team will be organized to facilitate effective management, implementation, and evaluation.
4. **References**: Provide a minimum of three (3) client references of similar sized and/or governmental accounts which the bidder has served in a similar capacity over the past two years and/or is currently serving. Provide a contact person, telephone number, and email address for each reference customer. References should be submitted as an attachment to this response.

**Cost Proposal – Max Page Limit: 1**

1. **Schedule and Cost**: Provide a timeline and itemized cost estimate based on the Tasks described in Scope of Work section. Tasks described in Scope of Work section. Cost estimates should be based on hourly rates and/or milestones and deliverables. Please provide a “Not to Exceed” cap and a bid guarantee through June 30, 2024.

**W-9 and Proof of Insurance**

Submit a completed IRS form W-9. Proof of Insurance will be required if selected under this RFP for a contract award. TRPA contract insurance requirements are outlined in the TRPA Standard Two-Party Contract, available here <https://www.trpa.gov/wp-content/uploads/documents/archive/TRPA-Standard-Two-Party-Contract.pdf>.

**5. Notification and Selection Process****Review of Proposals**

After the deadline date the Agency shall review and evaluate all proposals for responsiveness to the RFP in order to determine whether the bidder possesses the professional qualifications necessary for the satisfactory performance of the services required. The Agency shall also investigate qualifications of all bidders to whom the award is contemplated, and the Agency may request clarifications of proposals directly from one or more bidders. In reviewing the proposals, the Agency may consider the following:

1. The experience and past performance of the bidder and its agents, employees, and sub-consultants in completing projects of a similar type, size, and complexity.
2. The Agency may consider Bidder's timely and accurate completion of similar projects within budget.

3. The specific recent experience of the bidder and its agents, employees, and sub-consultants in auditing governmental entities and especially transportation entities.
4. The feasibility of the proposal based upon the performance and cost schedules, and the methodology to be used by the bidder.
5. Bidder's understanding of the work to be completed based upon the clarity of the proposal and responsiveness to this RFP.
6. Bidder's proposed language for the Professional Services Agreement.
7. TRPA agrees to make a good faith effort to contract with small, minority, disabled, and women owned business enterprises. Accordingly, the TRPA strongly encourages small, minority, disabled, and women owned businesses to reply to this RFP and submit Small Business Enterprise (SBE), Disadvantaged Business Enterprise (DBE), Women Business Enterprise (WBE), Disabled Veteran Business Enterprise (DVBE), or similar certifications as an attachment to this RFP.

#### **Award of Agreement**

Upon completion of the review period, the Agency shall notify those bidders whose proposals will be considered for further evaluation and negotiation. All notified bidders may be required to make presentations and negotiate in good faith in accordance with direction from the Agency. Any delay caused by bidder's failure to respond to direction from the Agency may lead to a rejection of the proposal.

If the Agency determines, after further evaluation and negotiation, to award the Agreement, the TRPA Two-Party Contract Agreement shall be sent to the successful bidder for the bidder's signature. No proposal shall be binding upon the Agency until after the Agreement is signed by duly authorized representatives of both the bidder and the Agency.

Should the selected bidder and TRPA be unable to agree to the terms of a contract within thirty (30) calendar days after TRPA approval, TRPA will reserve the right to disqualify the consultant and select another qualified bidder. Should this process not result in the hiring of a consultant, the RFP may be reissued.

The Agency reserves the right to reject any or all proposals, and to waive any irregularity. The award of the Agreement, if made by the Agency, will be based upon a total review and analysis of each proposal and projected costs.

TRPA will contract with the bidder that will best accomplish the project objectives for the best value and in the best interests of the Agency.