Request For Qualifications
County of Fresno

Number: PWP26-034

On-Call Solid Waste Engineering Consultant Services for Various Public Works Projects

Date Released: November 3, 2026

Statement of Qualifications (SOQs)

Due prior to: **Friday, December 4, 2026 at 12:00 P.M. (Noon) Pacific**
SOQs will be received at: Bid Express Solicitations for Public Works and Planning

Inquiries and Updates:

Requests for Clarification (RFCs) regarding this RFQ must be submitted in writing via website and received by the Department no later than **Wednesday, November 25, 2026 at 4:00 P.M. Pacific**.

Information that is reasonably available and will facilitate preparation of responses, requests for clarification and associated responses, and any addenda to this RFQ will be posted at RFQ On-Call Solid Waste Engineering Services. Updates and addenda will not otherwise be distributed.

To receive email notifications of updates to this RFQ, submit your email address through the notification form on the website above.

Department of Public Works and Planning

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A. Solid Waste Scope
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Preface

The County of Fresno is seeking qualified consulting firms to provide on-call solid waste engineering services as may be necessary for Public Works Projects. The response to this solicitation will be in the form of a Statement of Qualifications (SOQ).

It is the intent of the County to engage a variety of consultants to provide professional services as described herein. However, the County reserves the right, at its sole discretion, to terminate this Request for Qualifications (RFQ) process or negotiations with a selected consultant and either perform the work with its staff or begin a new RFQ process. Nothing herein, or in the process, shall be construed as having obligated the County to pay for any expenses incurred by respondents to this RFQ, or to the selected consultant(s) prior to Board of Supervisors' approval of a consultant services agreement.

All qualified firms interested in providing these services are invited to submit an SOQ for consideration. The Consultant's SOQ will be evaluated and ranked according to the criteria provided in Attachment B, "Consultant Evaluation," of this RFQ.

IMPORTANT: It shall be the Consultant's responsibility to check the County of Fresno website to obtain any addenda that may be issued.

1. Introduction and Project Overview

The Fresno County Department of Public Works and Planning (hereinafter referred to as "the Department") is seeking qualified solid waste engineering consultants to provide on-call consulting services through a Consultant Services Agreement (hereinafter referred to as "Agreement") for various solid waste Public Works projects (hereinafter referred to as "the Projects"). The Projects may include, but are not limited to,

The consultant may retain subconsultants to perform services at the agreed upon hourly rates attached as an exhibit to the Agreement. Consultants may not charge a markup on subconsultant charges; however, the consultant may include administrative time in their fee proposal to administer their subconsultant contracts. The Department reserves the right to approve all subconsultants.

Prospective respondents to this RFQ are encouraged to review the Department's Liability Insurance and Indemnification Requirements included in the Sample Agreement (Attachment E).

If an Agreement is successfully negotiated with your firm, your firm may be asked to provide professional services on an on-call basis. **The Department's representative will send the contracted consultants all miniature Task Orders for a particular service.** This letter will include a description of the professional services needed, a detailed project description, a location map and other relevant material the Department is able to provide. Based on the information provided by the Department, the consultant will be asked to provide a detailed proposal, including a refined scope of work to better address the needs of the Department if necessary, a schedule, and a sealed or password protected project

fee proposal. The proposals will then be ranked by reviewers, and passwords will be requested from the top ranked consultant. If negotiations are unsuccessful with the top ranked firm, negotiations may begin with the next highest-ranking firm. Final authorization shall be provided in writing by the Department's Contract Administrator. Once written authorization is given, the consultant shall perform the required service within the agreed upon parameters.

The maximum term of the Agreement will be five years from the Board of Supervisors execution. The maximum total dollar amount for all agreements awarded is an aggregate of Six Million Five Hundred Thousand Dollars ($6,500,000). The total fees paid to the consultant will be dependent upon the professional services performed for the projects. No guarantee is made that the total fee or any fee will be received by the consultant.

The hourly and cost rates presented in the Agreement will be in effect for the entire duration of the Agreement, with an optional provision to adjust the rates once annually for inflation. The consultant may request new labor rates from the Department, subject to written approval of the Department's representative. The consultant shall initiate the rate adjustment process by submitting a proposed adjusted fee schedule to the Department for review and approval. The Department's Director or their designee expressly reserves the right to approve all labor rate increases. Specific project work may be extended or may be transferred to another consultant if work is not concluded by the end of the Agreement.

Where specific functions are required by law to be performed by the Department or where specific functions are listed in the Agreement as to be performed by the Department, Department staff will perform the actual work function.

All interested consultants are invited to respond to this RFQ.

2. Anticipated Schedule

Date	Description
Nov. 3, 2026	RFQ Issued
Nov. 25, 2026	Requests for Clarification Due
Dec. 4, 2026	Deadline for submittal of SOQ
Dec. 21 - 31, 2026	Selection Committee recommends shortlist
January 2027	All submitting firms notified of results, interviews scheduled for shortlisted firms
April 2027	Recommendation to Fresno County Board of Supervisors
May 2027	Consultant finalists submit signed final agreements for Department routing and approval

May 2027	Director executes agreements & agreements provided to consultants

3. Services Required of the Consultant

Consultant services on a project may include but are not necessarily limited to the services listed in Attachment A.

4. Services Provided by the Department

Services provided by the Department are listed in the Sample Agreement in Article 2 (Attachment E) and shall include, but are not limited to the following:

1. Examine documents submitted and render timely decisions pertaining thereto; and
2. Provide a Project Administrator to serve as a Department representative for individual projects.
3. Provide a Contract Administrator to serve as a Department representative regarding implementation of the Agreement.

5. SOQ Submittal Requirements

The SOQ shall be received at the Bid Express website linked above. Details about how to use Bid Express are posted on the County website.

The SOQ shall consist of up to three (3) parts:

1. Firm Information (Required)

   Provide the following information in the fields provided in the Solicitation:

   a. Firm Information (Completed in Bid Express)

      i. Firm name, address, phone number

      ii. Type of organization (sole-proprietorship, partnership, or corporation).

      iii. Contact person's name, phone number, and email address through which to send correspondence relating to this RFQ/SOQ.

      iv. Contact information for firm principal(s) who will be responsible for overall coordination and management of the Agreement.

      v. Name(s) of majority owner/partner/officer of the contract; If there are multiple names, please provide all names. (Required by SB1439 Campaign Contribution Disclosure)

b. Include a Conflict-of-Interest Statement. The proposing Consultant shall disclose any financial, business or other relationship with the County that may have an impact upon the outcome of the contract.

c. Include a Litigation Statement. Indicate if the proposing Consultant was involved with any litigation in connection with prior projects. If yes, briefly describe the nature of the litigation and the result.

d. Include an Agreement Statement. The proposing Consultant shall disclose any issues or needed changes to the proposed contract agreement included as Attachment E Sample Agreement. The Consultant shall provide a brief statement affirming that the proposal terms shall remain in effect for ninety (90) days following the date proposal submittals are due.

    - No changes will be made to reference of “hold harmless” language or Insurance requirements.

e. List the name, phone number, email address and projects of at least four (4) client references.

2. Attachments to all SOQs (Required)

   Provide the following information uploaded to the Solicitation as a separate pdf for each:

   a. Cover Letter / Executive Summary

   b. Firm principal(s) who will be responsible for overall coordination and management of the Agreement, and their educational background, credentials and experience.

   c. Key personnel who may work on projects with their educational background, credentials and experience on comparable projects.

   d. List of current staff, including job classification. *

   e. Subconsultants to be used, if any, and their experience in their respective fields/disciplines. Indicate the tasks to be performed by these subconsultants. *

   f. Firm qualifications.

   g. Firm organization chart (team anticipated to work on the On-Call).

   h. List current projects or commitments in your office.

   i. List in reverse chronological order for the last four (4) years projects completed or under design in California for which your firm provided engineering consultant services in the category or categories of services which your firm is proposing to provide, and indicate for each:

      i. Name of project

ii. Project location(s)

iii. Brief description

iv. Name of owner

v. Name of owner's contact person, telephone number and email

vi. Your firm's specific involvement and key personnel

vii. Status of completion

* *Will be included as exhibits in the Agreement, if contract is awarded.*

3. Addendum Acknowledgement (Bid Express) – Each addendum must be listed and acknowledged.

6. Consultant Fees

If your firm is shortlisted for an interview, your firm will be asked to submit a password protected file with you and your subconsultants' specific rates of compensation fee proposal.

This sealed password protected fee proposal, or cost proposal, containing the consultant's and subconsultants' hourly fees shall be provided within one (1) week of the request.

The hourly and cost rates presented in the Agreement will be in effect for the entire duration of the Agreement, with an optional provision to adjust the rates once annually for inflation. The consultant may request new labor rates from the Department, subject to written approval of the Department's representative.

DO NOT SUBMIT MORE INFORMATION THAN REQUESTED IN THIS RFQ

7. Consultant Selection Procedure

The selection procedure shall be in accordance with Fresno Department Ordinance Code Chapter 4.10 and applicable provisions of the "Policy for Selection and Compensation of Architectural/Engineering Consultants" as revised by the Board of Supervisors on October 2, 2007 and Chapter 10 Consultant Selection, of the California Department of Transportation's Local Assistance Procedures Manual.

Selection Committee (hereinafter referred to as "the Committee") will be formed to evaluate the SOQs and to make recommendations to the Fresno County Board of Supervisors. The Committee will consist of representatives of the Department, other County of Fresno Departments, outside agencies or private companies if considered necessary or desirable for the selection process. The Committee will screen the SOQs to

narrow consideration to those firms with qualifications and experience deemed especially qualified for this commission. These firms may be invited to participate in interviews prior to final selection.

The Committee will address the criteria listed in Attachment B “Consultant Evaluation Sheet” in its evaluation of the SOQs and will use an Evaluation Sheet to systematically review the SOQs.

The Department reserves the right to conduct a background inquiry of each proposer which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a SOQ to the Department, the proposer consents to such an inquiry and agrees to make available to the Department such books and records as the Department deems necessary to conduct the inquiry.

8. Fee Determination

The maximum term of the Agreement will be five (5) years. The maximum total dollar amount for all agreements awarded is an aggregate of Six Million Five Hundred Thousand Dollars ($6,500,000). The total fees paid to the consultant will be dependent upon the professional services performed for the projects. No guarantee is made that the total fee or any fee will be received by the consultant.

9. Protest Procedures

When a written appeal is filed regarding the decision of the selection committee, the Director of the Department and a representative of the County Administrative Officer shall render a decision on the merits of the appeal within ten (10) working days.

All appeals shall be filed in writing with the Director of the Department via e-mail at DesignConsultants@fresnocountyca.gov within five (5) working days after notification of non-selection, or the proposer shall lose any right to further appeals.

All proposals shall be kept confidential throughout the appeals process and no proprietary information shall be revealed to competing firms.

In cases where a resolution satisfactory to the appellant is not possible, the appeal will be heard by the Board of Supervisors in regular session.

All proposers will be notified when an appeal is made. When an appeal is to be heard by the Board of Supervisors in regular session, the notification will include the time and place for the hearing and all affected firms will be given an opportunity to comment publicly, along with the Department. Affected professional societies will be allowed to file comments with the Board of Supervisors prior to such hearings.