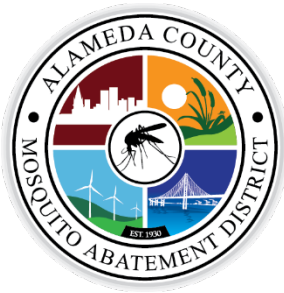


# REQUEST FOR PROPOSALS (RFP)

Biological Assessment to update prior Informal  
Biological Evaluation



Issued: April 1, 2021  
Requests for information due: April 15, 2021  
Proposals due: April 25, 2021

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Attachments:

Informal Biological Evaluation for Mosquito Source Reduction Activities in Tidal Habitats of the San Francisco Bay Area Final Report March 12, 2015

All Appendices for Informal Biological Evaluation for Mosquito Source Reduction Activities in Tidal Habitats of the San Francisco Bay Area

## Purpose

The Alameda County Mosquito Abatement District is requesting proposals from highly qualified consultants to update an Informal Biological Evaluation (IBE) from 2015 for mosquito source reduction activities by mosquito and vector control districts in the San Francisco Bay Area in tidal habitats to a current Biological Assessment. The Biological Assessment would be prepared on behalf of the Alameda County Mosquito Abatement District and the other vector control districts in Napa, Sonoma, Marin, Solano, and San Mateo counties. This document will be used by the United States Army Corps of Engineers (USACE) for consultation with the United States Fish and Wildlife Service and the National Marine Fisheries Service (the Services).

## Background

Mosquito and Vector Control Districts in the San Francisco Bay Area have practiced mosquito source reduction within tidal marsh habitats since the first District was formed in 1915. Beginning in 1976 this work has been continuously sponsored by the California Department of Public Health (formerly the California Department of Health Services) Vector-Borne Disease Section and permitted under a USACE Regional Permit (the most recent being Regional Permit No. 4). A water quality certification from the California Regional Water Quality Control Board San Francisco Bay Region and a permit from the San Francisco Bay Conservation and Development Commission have also been required. In 2015 an IBE was prepared for consultation with the Services for mosquito source reduction work in Alameda, Napa, Marin, Sonoma, Solano, and San Mateo counties. This document needs to be updated for our current application consultation.

Mosquito source reduction is an important component of an Integrated Vector Management Program and seeks to minimize mosquito production, the need for repeated applications of mosquito larvicides (and potentially adulticides), equipment use in sensitive areas (for mosquito surveillance and control operations), and the potential for public health issues due to mosquito biting and mosquito-borne disease transmission.

Within the tidal marsh habitat, mosquito source reduction is generally accomplished through the maintenance of circulation channels. These channels allow for efficient tidal exchange which prevents the occurrence of stagnant water areas in the marshes where mosquito production occurs and facilitates access by fish predators. Mosquito source reduction can also be accomplished through the management and maintenance of water control structures (e.g., tide gates and culverts). This type of work is necessary to carry out the responsibilities of the Mosquito and Vector Control Districts pursuant to the California Health and Safety Code Section 2000 et. seq.

Additionally, this type of work is often performed in collaboration with wildlife management and regulatory agencies for the dual purpose of mosquito source reduction and habitat enhancement. It is known that reestablishing efficient tidal circulation is beneficial to (e.g., increases vigor) to tidal marsh vegetation which provides habitat to many organisms including endangered species like the Ridgway's Rail (RR) and Salt Marsh Harvest Mouse (SMHM).

## Scope of Work & Project Deliverables

Using the 2015 IBE as a template, update the document as necessary to include:

- A. Project description - Describe the proposed action and the action area. Be specific and quantify whenever possible.
- B. For Each Listed Species
  - 1. Describe affected environment
  - 2. Describe species biology
  - 3. Describe current conditions for each species
  - 4. Describe critical habitat
  - 5. Describe effects of proposed action on each species and/or critical habitat.
    - a. Direct
    - b. Indirect
    - c. Interrelated and interdependent actions
    - d. Incidental take potential
- C. Conservation measures (protective measures to minimize effects for each species)
- D. Conclusions (effects determination for each species)
- E. Literature Cited
- F. List of Contacts Made/Preparers
- G. Maps/ Photographs

## Proposal requirements

Written proposals must include the following information and be organized as follows:

1. **Cover Letter.** The cover letter shall include the name, address, phone number, and signature of the person authorized to bind the Proposer to the terms of the proposal.
2. **Proposer's Background.** A summary of the Proposer's background and their area(s) of professional expertise relevant to this RFP.
3. **Qualifications and Experience of Proposer's Personnel.** A summary of the relevant qualifications and experience, including recent work on projects of a similar magnitude and nature, of the Proposer's team/staff that will be performing the Scope of Work outlined in this RFP on the proposer's behalf.
4. **Project Approach/Methodology.** A detailed description of the proposed approach/methodology for completing required components of the Scope of Work. The Proposer shall demonstrate their understanding of the needs and the objectives of the work proposed, as well as their ability to timely complete all the tasks outlined in the Scope of Work.
5. **Project Schedule.** A detailed project schedule outlining the tasks, activities, and deliverables with start and completion deadlines.
6. **References.** A minimum of three (3) references for which the same or similar work as requested in this RFP was performed by the proposed team/personnel.

7. **Cost Proposal.** A detailed cost proposal for the Scope of Work in this RFP. In addition, the cost proposal shall include an itemized budget, including all necessary labor costs and expenses (direct and indirect), for each of the main project components. The cost proposal shall state the current hourly rates of all assigned staff/team members.

### Selection Process

Proposals shall be evaluated based on the following criteria (listed in random order without regard to order of importance):

1. Demonstrated and thorough understanding of the project.
2. Expertise and qualifications of assigned staff, including prior experience in performing similar reports for clients.
3. Overall project design and methodology/approach.
4. Proposed schedule/timeline and projected completion date(s).
5. Total cost and fee schedule.
6. Responsiveness to the requirements of the RFP.
7. Recent references from comparable clients.

The Mosquito and Vector Control Districts in the San Francisco Bay Area retain full discretion in determining the applicability and weight of the criteria listed above and are not required to select the lowest cost proposal. During the evaluation process, the Mosquito and Vector Control Districts in the San Francisco Bay Area reserve the right to request additional information or clarification from Proposers, or to allow corrections of errors or omissions.

### Contact Information

Questions regarding this RFP should be directed to the following persons:

Erika Castillo, *Regulatory & Public Affairs Director*  
Alameda County Mosquito Abatement District  
(510) 925-1747  
E-mail: [erika@mosquitoes.org](mailto:erika@mosquitoes.org)

### Submission Deadline

To be eligible for consideration, a complete RFP submission proposal must be delivered to the Alameda County Mosquito Abatement District by **April 25, 2021**. Proposals are to be addressed as follows:

[erika@mosquitoes.org](mailto:erika@mosquitoes.org)

Biological Assessment RFP (on Subject Line if by email)

Or

Alameda County Mosquito Abatement District  
Attention: Erika Castillo  
23187 Connecticut St.  
Hayward, CA 94545

Proposals will be received only at the address(es) shown above and must be received by the time indicated. It is the sole responsibility of the proposer to send its proposal so that it is received by the time and date required, regardless of postmark. Any proposal received after said time and/or date or at a place other than the stated address, cannot be considered and will not be accepted.

Request for Proposal's Timeline:

April 1, 2021	RFP released
April 15, 2021	Requests for information deadline
April 25, 2021	Deadline to submit proposals
May 12, 2021	Board review of the proposals and potential consultant selection