



COMMUNITY AND ECONOMIC DEVELOPMENT

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Mammoth Yosemite Airport (MMH) Request for Statements of Qualifications for National Environmental Policy Act and California Environmental Quality Act Compliance Services for Proposed New Passenger Terminal and Aircraft Parking Apron

Dear Interested Party:

The Town of Mammoth Lakes (Town) is seeking Statements of Qualifications from Environmental Consultants (Consultant) for Professional Airport National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) Compliance Services to provide environmental documentation services for a proposed new 40,000 square foot Passenger Terminal and associated Aircraft Parking Apron (Project) in Mammoth Lakes, California. Services will support NEPA and CEQA review, documentation, and compliance. Responses to this Request for Statements of Qualifications (RFQ) are due at 4:00 PM, Thursday, September 21, 2017.

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Request for Statements of Qualifications for
National Environmental Policy Act and California Environmental Quality
Act Compliance Services for
Proposed New Passenger Terminal and Aircraft Parking Apron

A. Objectives and Scope of Services

Dear Interested Party:

The Town of Mammoth Lakes (Town) is seeking Statements of Qualifications from Environmental Consultants (Consultant) for Professional Environmental Documentation Services to provide the appropriate environmental documentation process for a proposed new 40,000 square foot Passenger Terminal and associated Aircraft Parking Apron (Project) in Mammoth Lakes, California. Services will include participating in the conceptual design process and working with the architectural and engineering design consultant to identify refinement opportunities for the purpose of avoiding potential environmental impacts. Services will include providing National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) review, documentation, and compliance. **After initial selection and a successful negotiation related to the NEPA related services, the selected Consultant will be asked to provide a separate proposal for California Environmental Quality Act (CEQA) review, documentation and compliance separate from the NEPA services. Any work related to CEQA, if requested, would be provided in a separate scope of work as those services will be reviewed separately for consideration of reimbursement by the Federal Aviation Administration (FAA). The NEPA and CEQA processes will run concurrently, but will be separate documents.**

Services will include professional, technical, and advisory services. The Project has been identified in the Airport Capital Improvement Program (ACIP) as submitted to the Federal Aviation Administration (FAA) and as adopted by the Town of Mammoth Lakes Town Council. The airport's current ACIP is available on line at <http://www.townofmammothlakes.ca.gov/index.aspx?NID=442>. Also on this website are the MMH Conditionally Approved Airport Layout Plan (ALP), ALP Narrative, and a Terminal Area Development Plan (TADP). Consultants should be familiar with Federal Aviation Administration (FAA) aviation funding programs and requirements as they relate to NEPA documentation.

The proposed new facilities would be located at Mammoth Yosemite Airport (MMH). MMH is located approximately seven miles east of the main portion of Town on Airport Road adjacent to US 395. This proposed Facility would include two major components: a new approximately 40,000 square foot, three-gate passenger terminal and an associated aircraft parking apron of approximately 119,500 square feet capable of parking three commercial aircraft. The design aircraft is the Bombardier Q400. The proposed up to 25% conceptual design for these facilities will seek to provide a full service terminal and apron that will serve the current needs of commercial aviation in the area. Local areas served by MMH include northern Inyo County, Mono County, and the Town of Mammoth Lakes. Within an hour's drive of MMH are a number of regionally and nationally known tourist and recreation destinations, including Yosemite National Park, Devils Postpile National Monument, Inyo National Forest, Mammoth Mountain Ski Area, Convict Lake and many others.

Town has completed a Terminal Area Development Plan (TADP) that describes the current proposed passenger terminal and associated landside improvements concept in detail. The terminal would include approximately 40,000 square feet to be designed to support three of the design aircraft on the ground

simultaneously. The terminal would include support facilities including but not limited to an entrance lobby, concessions, ground transportation, airline kiosks, ticket counters, baggage handling, TSA, hold room, and other activities in support of a full service facility. Fixed Base Operator (FBO) facilities will continue to be located in other existing facilities elsewhere on site.

The TADP also includes a description of the concept for the aircraft parking apron and associated airside improvements. The apron will be designed to support three of our design aircraft, The Bombardier Q400 on the ground simultaneously.

Town has previously issued a Request for Qualifications for an aviation consultant to provide Architectural and Engineering Services for up to 25% Conceptual Design Services in support of the proposed NEPA Process. Eight responses to that RFQ were received on July 20, 2017. A list of responders and, when available, a selected short list will be made available on request. Interested parties are encouraged to review that RFQ to gain additional insight into the proposed project and overall process. <http://www.townofmammothlakes.ca.gov/bids.aspx?bidID=105>

There may be other miscellaneous improvements associated with this project. These have not been fully defined as of this date, but may include such items as:

- Wastewater package plant.
- Review of potential renewable energy opportunities, including solar and geothermal.
- Savings by Design (a Southern California Edison energy saving program).
- Demolition of certain infrastructure and adaptive reuse of other existing facilities, such as:
 - Reuse of an existing sprung structure that currently houses a pre-screening hold room and concessions area.
 - Adaptive reuse for airport administrative offices or other uses of the existing terminal building.

The information included in and referenced by this RFQ, including the general description, the links to the Town website and the additional detail include significant detail about the Project and the technical expectations. In reviewing the responses received, Town will be very interested in the approach Consultant envisions in providing the requested services. Town will be interested in how Consultant proposes to complete the required research, engage with Town staff, stakeholders and the architectural and engineering design team. In addition, how Consultant expects to then take this information and work toward the appropriate NEPA and CEQA documents will be critical.

National Environmental Policy Act Implementing Instructions for Airport Actions Order 5050.4B, Order 1050.1F, Environmental Impacts: Policies and Procedures, and FAA Advisory Circular (AC) 150/5100-14E, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects should also be referenced. This Order and AC provides guidance for airport sponsors implementing NEPA and in the selection and engagement of architectural, engineering, and planning consultants. It also discusses services that normally would be included in an airport grant project, types of contracts for these services, contract format and provisions, and guidelines for determining the reasonableness of consultant fees.

Phase 1 – Participate in Conceptual Design Process

An architectural and engineering design team will be selected to undertake up to 25 percent conceptual design services necessary to support preparation of the required NEPA documentation for FAA consideration. FAA staff has made an initial determination as to the appropriate NEPA process, indicating an Environmental Assessment (EA) appears appropriate for this proposed project. The completed Phase 1 up to 25 percent conceptual design work will also be appropriate to meet California Environmental Quality Act (CEQA) requirements. As noted above, the Consultant's approach to this process will be critical.

The most critical aspects of Phase 1, Participate in up to 25 Percent Conceptual Design:

- Assist design team in up to 25 Percent Conceptual Design to support NEPA and CEQA: Participate in the conceptual design process to the extent possible to work with the architectural and engineering design consultant to identify refinement opportunities to avoid potential environmental impacts.
- Consultant will be required to review the Terminal Area Development Plan and Conceptual Designs.
- Consultant will also be asked to assist in identification of the appropriate California Environmental Quality Act process. It must be noted any and all work related to CEQA, if considered, is to be provided in a separate scope of work.

As an outline, Phase 1 Services will likely include:

- Become familiar with:
 - The Town of Mammoth Lakes and the Eastern Sierra Region served by MMH.
 - Existing facilities at MMH.
- Perform a review of existing documentation, including but not limited to the current ALP, ALP Narrative, TADP, forecasts, FAA inspection and other available documentation.
- Meet with stakeholders regarding proposed improvements.
- Review the described 25 percent conceptual design that has been prepared based on the TADP and any revisions approved by FAA.
- Prepare preliminary NEPA and CEQA milestone schedules.
- Assist Town staff in presenting environmental review issues to the public.
- Throughout, to the extent possible, work with design team to identify refinement opportunities to avoid potential environmental impacts that may be identified during the preliminary design or environmental process.

Phase 2 Services - Environmental Documentation

Phase 2 will overlap with Phase 1. During participation in the Conceptual Design, Consultant will be able to begin research of existing conditions and initiation of background studies as appropriate.

The most critical aspects of Phase 2:

- Assist in preparation of Project Description
- Prepare Environmental Analysis for NEPA and CEQA compliance
- Prepare Screencheck Draft EA and appropriate CEQA Draft document
- Complete Draft EA and Draft CEQA document
- Prepare Final EA, final CEQA document and appropriate findings as necessary

B. Background Information

There is a significant amount of information available on the Town's website, so we will not attempt to repeat it here. Town staff will be available to answer pertinent reasonable questions.

For a detailed history of Mammoth Yosemite Airport and a description of the proposed project, please review the draft Terminal Area Development Plan:

<http://www.townofmammothlakes.ca.gov/DocumentCenter/View/5068>

The current Airport Layout Plan (ALP) was Conditionally Approved by the FAA on August 14, 2014:

<http://www.ci.mammoth-lakes.ca.us/DocumentCenter/View/4805>

The ALP individual sheets are also posted on the Town's website:

<http://www.townofmammothlakes.ca.gov/index.aspx?nid=442>

Mammoth Yosemite Airport is regularly inspected by the FAA (Part 139, annual) and the State of California, Department of Transportation, Division of Aeronautics. Recent inspections have, after resolution of minor items, resulted in a clean bill of health.

Regular commercial air service has been provided at the airport in several ways over the years. The most recent has been regular service provided by Alaska Airlines and United Airlines, beginning in 2010. Alaska provides year-round service from Los Angeles and seasonal service from San Diego. United provides service seasonally from San Francisco. The existing terminal is unable to reasonably handle the current flights.

C. Project Description and Information

Programming for this Facility will include two major components: a new 40,000 square foot, three-gate passenger terminal and an associated aircraft parking apron capable of parking three commercial aircraft. The design aircraft is the Bombardier Q400. Preliminary design for these facilities will seek to provide a full service terminal and apron that will serve the current needs of commercial aviation in the area. Additional details on the Project are included above and so are not restated here. In general:

Town has completed a Terminal Area Development Plan (TADP) that describes the current Passenger Terminal and Associated Landside Improvements concept in detail. The terminal will include approximately 40,000 square feet to be designed to support three of the design aircraft on the ground simultaneously. The terminal will include support facilities including but not limited to an entrance lobby, concessions, ground transportation, airline kiosks, ticket counters, baggage handling, TSA, hold room, and other activities in support of a full service facility. Fixed Base Operator (FBO) facilities will continue to be located in other facilities.

The TADP also includes a description of the concept for the Aircraft Parking Apron and Associated Airside Improvements. The apron will be designed to support three of our design aircraft on the ground simultaneously.

Miscellaneous Improvements: There will be miscellaneous improvements associated with this project. These have not been fully defined as of this date, but may include demolition of certain infrastructure and adaptive reuse of other existing facilities. One example may include the possibility of reuse of an existing sprung structure that currently houses a pre-screening hold room and concessions area. Another may be the adaptive reuse for airport administrative offices or other uses of the existing terminal building.

D. Project Deliverables

- Project Description (with A & E Consultant)
- Environmental Analysis for both NEPA and CEQA compliance
- Screencheck Draft EA and appropriate CEQA document
- Draft EA and appropriate CEQA document
- Final EA, final CEQA document and findings as necessary

E. Town Provided Work and Information

The Town of Mammoth Lakes will provide the following:

- NEPA and CEQA coordination with design consultant.
- Available Town of Mammoth Lakes regulatory information
- Access to previous environmental documentation in Town's possession

F. Schedule of Work

The Town of Mammoth Lakes has prepared a draft schedule with the goal of opening the facility for public use sometime in 2021. This schedule is, of course, dependent on the outcome of the required conceptual design and environmental documentation processes. The following is provided as a guide only for Consultant's use in preparing their response:

<u>Description</u>	<u>Completion Date</u>
Distribution of Request for Qualifications	August 24, 2017
Responses Due	September 21, 2017
Initial Response Evaluation per Criteria and Numerical Ranking	September 25, 2017
Prepare Preselection Shortlist	September 25, 2017
Issue Request for Proposals	September 29, 2017
Responses Due	October 13, 2017
Review Experience and Qualifications	October 16, 2017
Interviews	October 20, 2017
Rank Qualified Consultants	October 23, 2017
Initial Selection of Top Ranked Consultant	October 23, 2017
Initiate Discussions with Highest Ranking	October 30, 2017
Preparation of Detailed Scope of Services and Cost Proposal	November 17, 2017
Final Scope and Fee Negotiations	December 1, 2017
Town Council Authorization	December 20, 2018
Notice to Proceed	January 2, 2018
Phase 1 – Participate in Conceptual Design Process	

Review Terminal Area Development Plan Concept	January 2018
Review First Draft Conceptual Design	February 2018
Review Conceptual Design	March 2018
Review 25 Percent Conceptual Design	May 2018
Review Project Description	June 2018
Phase 2 - Environmental Documentation	
Research Existing Conditions	February 2018
Initiate Background Studies	March 2018
Review Project Description	June 2018
Environmental Analysis	September 2018
Preliminary Draft EA and Preliminary Draft CEQA document	December 2018
Complete Draft EA and Draft CEQA Document	March 2019
Final EA and Final CEQA Document	May 2019
Environmental Determination	July 2019

G. Selection Criteria and Process:

The contract will be awarded on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price to the Town. There will be an interview of the top firms. Responses will be reviewed by select Town staff members and authorized Town Representatives. The Town will score each of the following criteria on a scale of 1-5 which will be multiplied by the weighted values. Town Staff will rate responses as seen in the following table:

Criteria	Weight Factor	Rating (1-5)	Weighted Rating
1. Qualifications of the Firm	0.20		
2. Overall Project Understanding	0.15		
3. Qualifications of the Project Team (Key Staff)	0.25		
4. Appropriateness of Approach and Work Plan	0.20		
5. Experience in Working with FAA Regulations and Procedures	0.10		
6. Responsiveness to Request for Qualifications	0.05		
7. Ability to Complete a Well Written, Legally Defensible Document within Project Time Requirements	0.05		
8. Financial Responsibility (Mandatory)	n/a	n/a	n/a
TOTAL SCORE:			

- 1. Qualifications of the Firm (20%):** Preference shall be given to those firms with appropriate experience in airport environmental documentation related to the scope of services.
- 2. Overall Project Understanding (15%):** Firm must demonstrate their understanding of what the overall project entails. Preference shall be given to those firms which have a comprehensive understanding of the project requirements and environment. This includes but is not limited to an understanding of the need for the environmental documentation services to be appropriate for the proposed project in compliance with NEPA, CEQA and FAA requirements.
- 3. Qualifications of the Project Team (Key Staff) (25%):** Preference shall be given to those with key staff experience in items listed in the above scope of services and any familiarity with the region.

This includes but is not limited to a demonstration that key staff members possess the experience and skills necessary to complete the required scope of services.

4. **Appropriateness of Approach and Work Plan (20%):** Preference shall be given to those firms that have demonstrated a comprehensive approach and work plan that will lead to the desired results.
5. **Experience in Working with FAA Regulations and Procedures (10%):** Preference shall be given to project teams whose personnel have a demonstrated working relationship with the FAA, and possess a thorough understanding of FAA rules and regulations regarding NEPA compliance at airports similar to Mammoth Yosemite Airport.
6. **Responsiveness to Request for Qualifications (5%):** Firm must provide a complete, clear and concise response in the required format.
7. **Ability to Complete a Well Written, Legally Defensible Document within Project Time Requirements (5%):** Preference shall be given to those firms that clearly demonstrate their ability to complete the high quality, legally defensible work within the project time requirements.
8. **Financial Responsibility:** Firm must demonstrate the firm has the resources and overall financial responsibility to provide the required services.

The initial evaluation and shortlist preparation will be based on the criteria listed in the table above. If clarification is required, a written questionnaire may be provided. Interviews will be scheduled as shown above.

It is the intent of the Town to appoint a committee to review the Statements of Qualifications submitted and rank the qualified firms. After review and ranking of the responses the Town will interview a shortlist of consultants before making the selection. The shortlisted consultants shall be notified at least 14 days prior to the interview date. All unsuccessful firms will be notified in writing no later than 10 days after selection of the Consultant and may contact the Town for debriefing.

After selection of the top-ranked firm, the Town will negotiate final contract terms for the NEPA environmental documentation services related to the 25 percent conceptual design effort. Once this effort is complete, Town anticipates negotiating final contract terms for CEQA environmental documentation services. The goal of negotiations is to agree on a final contract that delivers the services or products required at a fair and reasonable cost to the Town. If this contract will exceed \$250,000, a pre-award audit of the selected consultant is required before a final contract can be executed. If negotiations with the top-ranked firm are unsuccessful, the Town may proceed with negotiations with the next most qualified consultant.

Issuance of this RFQ and receipt of proposals does not commit the Town to award a Contract. The Town reserves the right to postpone response opening for its own convenience, to accept or reject any or all responses received in response to this RFQ, to negotiate with another Consultant(s) should negotiations with the top ranked firm Consultant(s) be terminated, or to cancel all or part of this RFQ.

H. Proposal Response Format

The following proposal format is required and has been designed to facilitate comparison among proposals submitted. The proposal should not exceed 15 pages, not including attachments. Attachments typically include documentation provided to support information provided in the proposal, such as resumes of key staff.

1. Cover Letter – Introduction

Provide a summary of your proposal and demonstrate your understanding of the project, including general approach responding to the Town's requirements. This should also include an introduction to your firm as well as the name of a contact person. Provide your general understanding of the airport, project and issues regarding the identified project(s). Identify any potential challenges or special concerns that may be encountered.

2. Qualifications and Experience

Prepare a summary of your firm's qualification and experience in similar projects. Include the names of clients, duration and description of assignments. Also, include names and telephone numbers of contact persons of as many as three (3) clients for whom you provided similar services. Provide a description of your firm's prior experience and qualifications in airport architectural, engineering, planning and environmental analysis. Also, please reference the experience of the firm in working with the State and FAA regulations and procedures related to NEPA and CEQA compliance. Provide the name and contact information for at least three (3) references familiar with the quality of work by your firm of similar nature as contained in the above Scope of Work.

3. Technical Approach and Scope of Work

Provide a detailed work plan of assumptions for the project, including staff classification and estimated hours each will participate. This should include any necessary progress meetings with Town staff, specific output to be generated at various steps, and major milestones. **Please provide a scope of work to be included as Attachment "A" in the Town's standard contract.**

4. Staffing and Subconsultants

Please list any individuals that will participate on this assignment, including their staff classification and estimated the hours each will participate. Please include a brief resume of experience in similar projects for each individual and proof of various professional registration, licenses, and certificates. Identify the proposed Project Manager and key project team members and responsibilities. Provide a brief resume for each person outlining their credentials and experience.

All subconsultants must be identified at the time of the proposal. If the Consultant wishes to use a firm not specified in the proposal, prior written approval must be received from the Town. If a subcontract for work or services to be performed by such firms exceeds \$25,000, the subcontract shall contain all required provisions of the prime contract.

5. Timing Requirements

The Town will require the work to be complete as shown in the above preliminary schedule. The proposer should submit a timeline in GANTT format for completion of the Scope of Services previously mentioned.

Town will include the entire scope in the scope and fee negotiations.

Once the initial selection is made, consultant will be asked to provide a listing of staff hourly rates and other costs in the event extra work is required outside the scope of the project. The hourly rates and costs will be attached as an exhibit to the Town's contract. The estimated man-hours and fee will be attached as Exhibit "B" to the Town's contract.

6. Other Information

Include any other information you feel to be relevant to the selection of your firm or the makeup of the project team including sub-consultants. The entire Statement of Qualifications shall not exceed fifteen (15) pages; excluding the front and back covers, dividers, cover sheet, table of contents, and letter of introduction (maximum two pages).

I. Submittal of Proposals

Submit five (5) signed hard copies and one electronic copy on a thumb drive of your entire proposal in a sealed envelope labeled "**RFQ – Environmental Compliance Services for Proposed New Passenger Terminal and Aircraft Parking Apron**" to

Town of Mammoth Lakes
Office of the Town Clerk
437 Old Mammoth Road, Suite R
P.O. Box 1609
Mammoth Lakes, CA 93546
Attention: Sandra Moberly, Community and Economic Development Manager

Your proposal must be submitted prior to **4:00 PM, Thursday, September 21, 2017.**

If all required information is not provided, a proposal may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected.

The Town shall not, in any event, be liable for any pre-contractual expenses incurred by Consultant in the preparation of its proposal. Consultant shall not include any such expenses as part of its proposal. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

- Preparing its proposal in response to this RFQ;
- Submitting the proposal to Town;
- Negotiating with Town on any matter related to the proposal; or
- Any other expenses incurred by the Consultant prior to date of award, if any, of the Contract.

The Consultant's proposal and any contract entered into thereafter become the exclusive property of the Town and shall be subject to the California Public Records Act (Government Code Section 6250 et seq.). The Town's use and disclosure of its records are governed by this Act. Those elements in each proposal which Consultant considers to be trade secrets, as that term is defined in Civil Code Section 3426.1(d), or otherwise exempt by law from disclosure, should be prominently marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" by Consultant. The Town will use its best efforts to inform Consultant of any request for disclosure of any such document. The Town, shall not in any way,

be liable or responsible for the disclosure of any such records including, without limitation; those so marked if disclosure is deemed to be required by law or by an order of the Court.

J. Information and Inquires

Should a Consultant require clarifications to this RFQ the Consultant shall notify Town Staff listed below in writing. Should it be found that the point in question is not clearly and fully set forth in the RFQ, the Town may issue a written addendum clarifying the matter.

Substantive changes to the requirements will be made by written addendum to this RFQ. Any written addenda issue pertaining to this RFQ shall be incorporated into the terms and conditions of any resulting Agreement. The Town shall not be bound to any modifications to or deviations from the requirements set forth in this RFQ as the result of oral instruction.

For further information, please contact:

Sandra Moberly

Community and Economic Development Manager

smoberly@townofmammothlakes.ca.gov

K. Top Ranked List and Protests

Each Consultant who submits a proposal shall be notified in writing regarding the Consultants who were selected as part of the top ranked list. Such notification shall be made within 10 days of the list approval date.

Consultants may file a “protest” of a Proposal with the Town. In order for a Consultant’s protest to be considered valid, the protest must:

- Be received in writing within 5 calendar days after the top ranked list is published;
- Clearly identify the specific irregularity or accusation;
- Clearly identify the specific Town staff determination or recommendation being protested;
- Specify, in detail, the grounds of the protest and the facts supporting the protest; and
- Include all relevant, supporting documentation with the protest at time of filing.

If the protest does not comply with each of these requirements, it will be rejected as invalid. If the protest complies with each of these requirements, the Project Manager or other designated Town staff member shall review the basis of the protest and all relevant information. The Project Manager will provide a written decision to the protestor. The protestor may appeal the decision of the Project Manager to Sandra Moberly, Community and Economic Development Manager, by filing a protest meeting and all five of the criteria listed above. This appeal must be received within 5 calendar days of the Date of the Project Manager’s written decision.

L. Sample Contract and Exceptions

The top ranked firm will be invited to negotiate a contract with the Town. A detailed scope of work will be developed and agreed to by the selected consultant and the Town. This detailed scope of work and associated fee will be incorporated as part of the contract. The consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Disadvantaged Business Enterprise (DBE) utilization is strongly encouraged.

The Town of Mammoth Lakes standard agreement for consulting services will be provided upon request. The final agreement for consulting services will be prepared by taking the Town' standard agreement and modifying it to include any and all required FAA language. The final agreement will comply with FAA AIP procurement requirements and will contain Federal Contract Provisions available at: <https://www.faa.gov/airports/aip/procurement/> The firm should review the agreement and insurance requirements, consider the Consultant's knowledge of and familiarity with standard FAA language and indicate if there are any exceptions to the contract requirements or language that requires further discussion or clarification. Noted exceptions may be considered in determining a proposer's responsiveness. The selected Consultant shall be bound to accept all RFQ requirements and terms and conditions of the Form of Agreement not excepted in the proposal.

M. Other Requirements

By submitting a proposal, Consultant represents that it has thoroughly examined and become familiar with the work required under this RFQ and is capable of performing quality work to achieve the Town's objectives.

All proposals shall remain good for a minimum of 90 calendar days after the submission deadline or until a final contract is executed with the successful proposer, whichever is earlier.

By submitting a proposal, Consultant warrants that any and all licenses and/or certifications required by law, statute, code or ordinance in performing under the scope and specifications of this RFQ are currently held by Consultant, and are valid and in full force and effect. All consultants for the Town of Mammoth Lakes must have or obtain a current business tax certificate from the Town of Mammoth Lakes.

Sincerely,

Sandra Moberly
Community and Economic Development Manager
Town of Mammoth Lakes