



**ECONOMIC DEVELOPMENT CORPORATION
of MADERA COUNTY**

NOTICE INVITING

PROPOSALS

FOR

CONSULTANT SERVICES

PROPOSALS DUE:

August 20, 2010

PROPOSAL CONTACT:

BOBBY KAHN

Phone: (559) 675-7768

NOTICE INVITING PROPOSALS FOR:

Consultant Services

The Economic Development Corporation of Madera County (EDCMC) is issuing a Request for Proposal (RFP) from qualified firms with experience and success in providing political advice and developing strategies on behalf of the County of Madera, City of Madera and the City of Chowchilla (the jurisdictions). Knowledge of California High Speed Rail is required.

The deadline for submission of proposals for this work is August 20th. Please send your proposals to:

Economic Development Corporation of Madera County
2425 W. Cleveland Ave., Suite 101
Madera, CA 93637
Attn: Bobby Kahn

BACKGROUND

The jurisdictions are seeking a professional to assist them in developing strategies that assures they receive the maximum benefit from the construction of the proposed High Speed Rail system including, but not limited to, the heavy maintenance facility.

SUBMITTAL REQUIREMENTS

To be considered for the work, three copies of your proposal must be received at EDCMC, 2425 W. Cleveland Ave., Suite 101, Madera, CA 93637 Attn: Bobby Kahn, no later than 5pm on August 20, 2020. Proposals may also be submitted by facsimile, at (559) 675-3252 or electronic mail at lgrow@maderacountyedc.com

General information to be provided:

- 1) The individual or firm's name, home office address, address of the office to provide services under contract, name of contact person and telephone number.
- 2) A description of the qualifications of the firm, primary business, other business or services, and key personnel to be assigned to this project.

Specific information to be provided:

Describe your related experience and expertise. In particular:

- 1) Identify other successful projects your firm assisted with at the State/Federal level.
- 2) Discuss your firm's experience with, and knowledge of State of California. If your firm has worked with other jurisdictions, contact names and telephone numbers of references should also be included.
- 3) Provide resumes of the principal who would provide the requested services, and other key staff who might provide support.
- 4) Describe the proposed methodology for completing the outlined project.

Selection Process

From the proposals submitted, EDCMC, CEO, may select the firm best able to meet the needs for this project, or may create a short list of several firms to meet with and discuss the project and the firm's proposal. EDCMC is not obligated to select the person or firm with the lowest fee proposal to perform these professional services.

Each firm submits a proposal at its own risk. No compensation will be due any firm for preparation of a written proposal or for meeting with staff after a short list has been determined. No obligations or commitments are incurred by EDCMC in solicitation of these proposals and selection until a service contract is executed.

Professional liability insurance (errors and omissions) with limit of liability of not less than \$1,000,000 and commercial general liability of not less than \$1,000,000 will be required for this project. These basic insurance requirements evidenced by certificates of insurance will become part of the agreement executed between EDCMC and the consultant. An agreement will be entered into after the selection of the consultant.

Fee Proposal

Proposals shall outline the compensation desired to perform the services outlined. All proposals shall also outline and fully describe the services to be provided by the consultant and any sub-consultants. Any exceptions to the requirements stated herein shall be clearly stated in the proposal. Additional services would be undertaken only at the written direction of EDCMC. Include proposed charges for travel and related expenses. The proposal shall be signed by an official authorized to bind the firm and shall contain a statement to the effect that the proposal is valid for at least ninety (90) days. EDCMC will not pay for any costs incurred by any firm or persons submitting a proposal in response to the RFP. EDCMC reserves the right to reject, modify or cancel, in part or in its entirety this RFP at any time. All data, documents and other products used during completion of the project shall remain in the public domain. Similarly, all responses to this RFP shall become the property of EDCMC and will be retained and disposed accordingly.

Incomplete proposals may be rejected as nonresponsive. EDCMC reserves the right to waive any irregularities in the proposals.

The deadline for submission of proposals for this work is August 20, 2010.
Please send three copies of your firm's proposals to:

Economic Development Corporation of Madera County
2425 West Cleveland Ave, Suite 101
Madera, CA 93637
Attn: Bobby Kahn, CEO

Should you have any questions or require additional information,
please call (559) 675-7768.