



# East Contra Costa County Habitat Conservancy Species Surveys for Covered Activities Request for Qualifications

---

## Overview

The East Contra Costa County Habitat Conservancy (Conservancy) is a joint exercise of powers authority formed by Contra Costa County and the Cities of Brentwood, Clayton, Oakley, and Pittsburg to implement the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP or Plan). The HCP/NCCP provides a framework to protect natural resources in eastern Contra Costa County, while streamlining the environmental permitting process for impacts on endangered species. The complete Plan can be downloaded from the Conservancy website at [cocohcp.org](http://cocohcp.org).

The Plan has evaluated and complied with avoidance and minimization requirements at a regional scale to eliminate the need for individual projects to evaluate avoidance and minimization at the project scale. Projects that implement the measures [in Chapter 6 of the Plan](#) will be in compliance with the avoidance and minimization requirements of the Plan. All activities covered under this Plan are required to complete a Planning Survey Report and Application to apply for coverage under the Plan. This application may require planning, preconstruction, and construction monitoring surveys for HCP/NCCP covered species. Surveys for covered activities are to be conducted by a California Department of Fish and Wildlife (CDFW) and United States Fish and Wildlife Service (USFWS) approved biologist.

The Conservancy is seeking professionals to submit qualifications for CDFW and USFWS approval to conduct species surveys for covered activities in the HCP/NCCP Permit Area as required per Chapter 6 of the Plan. To be approved, biologists must have the experience, education, and training necessary to perform the tasks described in the HCP/NCCP accurately and in an unbiased fashion.

The Conservancy intends to post a list of approved biologists on the Conservancy's website as a resource for permit seekers, and to streamline the biologist approval process for agency staff.

The Conservancy, CDFW, and USFWS will re-open the approval process regularly, and will accept submittals outside of this RFQ process, however the application review times outside of this process may take up to 8 weeks.

## Additional Information Provided

- Attachment A: Biologist Approval Request Form
- Attachment B: Example of Completed Biologist Approval Request Form
- Attachment C: HCP/NCCP Chapter 6. Conditions on Covered Activities

# Submittal Instruction and Review Process

## Qualifications Submittal Requirements

1. **BIOLOGIST APPROVAL REQUEST FORM:** Complete the attached approval request form providing as much detail as possible for CDFW and USFWS review.
2. **RESUME:** Attach resume and any applicable permits to the approval request form.

Proposals must be submitted **electronically as a PDF** to [Conservancy@dcd.cccounty.us](mailto:Conservancy@dcd.cccounty.us) by Monday, **December 5, 2022, at 5 p.m.**

## The RFQ Evaluation Process

Submittals will be evaluated on qualifications and experience. Determinations will be made by CDFW Region 3 staff and USFWS Pacific Southwest staff consistent with the requirements in the HCP/NCCP. Approvals will be provided for three levels of surveys based on the minimum qualifications below:

1. **Planning Level Surveys:** An individual shall have a minimum of four years of academic and professional experience in biological sciences, and related resource management activities relevant to the HCP/NCCP inventory area.
2. **Preconstruction Surveys:** An individual shall have a minimum of four years of academic and professional experience in biological sciences, and related resource management activities with a minimum of one year of experience conducting surveys for each HCP/NCCP covered species selected on Attachment A.
3. **Avoidance and Minimization Requirements and Construction Monitoring:** An individual shall have a minimum of five years of academic training and professional experience in biological sciences and related resource management activities with a minimum of two years of experience conducting surveys for each HCP/NCCP covered species selected on Attachment A.

The above approval criteria is subject to change at the discretion of CDFW and USFWS. If you have any questions regarding the evaluation process, please contact Mia Bianchi for CDFW at [Mia.Bianchi@wildlife.ca.gov](mailto:Mia.Bianchi@wildlife.ca.gov) or Jerrod Sellers from USFWS at [Jerrod\\_Sellers@fws.gov](mailto:Jerrod_Sellers@fws.gov).

## Tentative Schedule

- Release of RFQ October 17, 2022
- Qualifications due December 5, 2022
- CDFW and USFWS review December 2022 -January 2023
- Anticipated approval of individuals by January 31, 2023

## Attachments

- Attachment A: Biologist Approval Request Form
- Attachment B: Example of Completed Biologist Approval Request Form
- Attachment C: HCP/NCCP Chapter 6. Conditions on Covered Activities