

**REQUEST FOR PROPOSALS
LANDSCAPE ARCHITECTURAL SERVICES FOR
EARLIMART PARK PROJECT**

November 7, 2014

PROPOSAL SUBMITTALS DUE DECEMBER 11, 2014 BY 12:00 PM

ISSUED BY:

Tulare County Resource Management Agency

5961 S. Mooney Blvd.

Visalia, CA 93277-93274

To request a complete RFP packet contact staff at:

559-624-7000

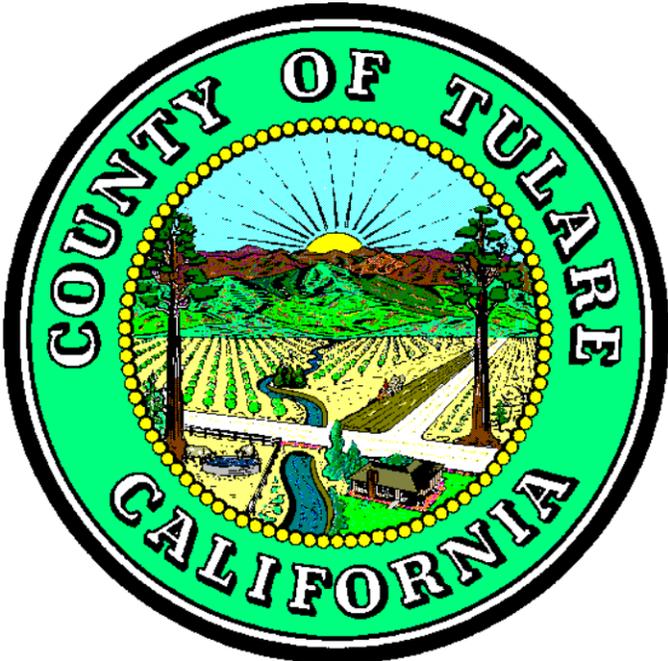
COUNTY OF TULARE

REQUEST FOR PROPOSALS

LANDSCAPE ARCHITECT SERVICES

EARLIMART NEIGHBORHOOD PARK

November 7, 2014



1.0 SUBMISSION INSTRUCTIONS

All proposals, consisting of no more than 12 pages, one (1) original, three (3) copies and one (1) electronic copy (on CD or DVD) must be submitted by 12:00pm on Thursday, December 11, 2014 to:

Lance Tullis, Grants Specialist
Tulare County Resource Management Agency
Grants and Development Division
5961 S. Mooney Blvd.
Visalia, CA 93277

Late proposals will not be considered and will be returned, unopened.

All questions should be submitted in writing and directed to:

Lance Tullis, Grants Specialist
Phone: (559) 624-7049
Email: LTullis@co.tulare.ca.us

Under the provisions of the California Public Records Act (the "Act"), Government Code section 6252 et seq., all "public records" (as defined in the Act) of a local agency, such as the County, must be available for inspection and copying upon request of any person. Under the Act, the County may be obligated to provide a copy of any and all responses to this Request for Proposals, if such requests are made after the contract is awarded.

The Proposal shall include, as a minimum:

- A. A Statement of Qualifications applicable to this project including the names, qualifications, and proposed duties of the Consultant's staff to be assigned to this project.
- B. Briefly describe your experience with Proposition 84 California State Park Grants. The selected design consultant shall assure compliance with Proposition 84 and County Grant application.
- C. Provide a minimum of three (3) references for current or recent projects within the last two years of similar scope and content.
- D. A statement that this RFP shall be incorporated in its entirety as a part of the Consultant's quote.
- E. A statement that this RFP and the Consultant's proposal will jointly become the Scope for Professional Consultant Services for this project. The County's RFP and Consultant's proposal shall be incorporated into the agreement. An agreement will be issued upon acceptance of the quote.
- F. A statement that the services to be provided, and fees therein, will be in accordance with the County's RFP.

G. A statement that all charges for services will be a "Not-to-Exceed" fee, as submitted with and made part of said Consultant's quote. The Consultant shall also include all reimbursable costs as part of this "Not-to-Exceed" fee.

H. A copy of the Consultant's hourly rate schedule and a written statement that said hourly rate schedule is part of the Consultant's quote for use in invoicing for progress payments and for extra work incurred by County request that is not part of this RFP.

I. A written statement by the Consultant that all federal laws and regulations shall be adhered to, notwithstanding any state or local laws and regulations. In case of conflict among federal, state, or local laws or regulations, the strictest law and/or regulation shall be adhered to.

J. A written statement by the Consultant shall allow all authorized federal, state, county, and the Tulare County official's access to place of work, books, documents, papers, fiscal, payroll materials, and other relevant contract records pertinent to this project. All relevant records shall be retained for at least three (3) years.

K. A written statement that the Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.

L. A written statement that the Consultant shall comply with the California Labor Code, pursuant to said regulations entitled: Federal Labor Standards provisions; Federal Prevailing Wage Decision; and State of California Prevailing Wage Rates, respectively.

M. A written statement that the Consultant shall comply with the Copeland Anti-kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

N. A description of Consultant's approach to the work and a complete analysis of staff hours required of each individual to be assigned to the project. The estimated hours shall identify each task to be done and the assigned individual's level of effort.

O. A proposed schedule of work. The proposed work schedule shall show a total time of no more than ONE HUNDRED EIGHTY (180) CALENDAR DAYS from the County's "Notice to Proceed" to completion of all work, including plans, specifications, related contract documents and estimate, ready for bidding. Any exception to this schedule must be submitted with a written explanation detailing any request for time extension. NOTE: It is estimated that the County's "Notice to Proceed" will be issued to start the park's design in April 2015.

P. A written cost estimate by the Consultant to complete the expected tasks related to the Scope of Services outlined in Section 5, Scope of Services.

2.0 PROPOSAL EVALUATION

Upon evaluation of the Request for Proposals the County will determine the three firms they feel are most qualified for this project. The County's evaluation may include conducting interviews of the top three rated firms; however, the County reserves the right to make a selection based solely on the written Request for Proposals. The County will negotiate the final scope of work, fee, project schedule and contract terms with the selected firm. Firms will be evaluated based on the following areas of qualifications:

- Overall responsiveness of the submittal.
- Cost Estimate
- Experience of the firm with similar projects.
- Experience working with subconsultants.
- Capacity to accomplish work in the required time.
- Experience of key personnel.
- Project Understanding and Approach.
- Knowledge of the project area and related issues affecting the project.
- History/Insurance capacity/Bonding.

3.0 INTRODUCTION

The Tulare County Resource Management Agency (RMA) Grants and Development Division is requesting written proposals from Professional Licensed Landscape Architects to complete the final design, plans, specifications, bid documents and cost estimates as part of the development and construction of the Earlimart Neighborhood Park.

This Request for Proposals is part of the County procurement procedures that require solicitation of consultants qualified for the work outlined below.

4.0 PROJECT BACKGROUND AND OBJECTIVES:

Earlimart is an unincorporated community in Southwest Tulare County. With collaboration from the Earlimart School District, the County received funding to develop the Park through the Proposition 84 Statewide Park Development and Community Revitalization Program of 2008. The project scope is limited by the awarded grant amount of \$2,153,900 with no budget deviation, minus work already completed and is required to be completed within the grant timeframe. Construction is currently estimated not to exceed \$1,615,225 and is estimated to be completed by late 2016/early 2017.

The park site is approximately 4 acres in size and is located on the southeast corner of the Earlimart Elementary School property bound by School Avenue and Elm Road. The site is owned by the Earlimart School District with whom the County has entered into a long-term joint powers agreement for development, operation and maintenance of the Park.

This project will include construction of a children's play area, open turf play area, picnic facilities, pathways system, multi-use event area, gateway features, community art, security fencing, drought resistant landscaping and a biofiltration swale. The site is also

intended to provide limited storm water detention during a 25 year flood event for the surrounding neighborhood to the South and the school property. The major features identified above can be seen in the attached Concept Plan, see Exhibit A. This concept plan was developed through public participation as part of the grant application process.

5.0 SCOPE OF SERVICES:

The following is an outline of the general scope of services and process anticipated for completing the project. The County is seeking a licensed landscape architect to serve as consultant for the final design and construction oversight of the Earlimart Neighborhood Park.

Upon selection, the successful landscape architect (Consultant) shall work closely with the County to develop a detailed scope of work for design, construction elements, and negotiate a mutually acceptable fee and project schedule.

5.1 Pre-Design

Consultant shall conduct a topographic and boundary survey; coordinate with the County regarding requirements for geotechnical investigations and other base data to be provided by the County, and meet with the County as required to coordinate start of work.

Consultant shall also secure and coordinate engineering services including civil, structural, mechanical, electrical, and hydro-engineering as necessary. The design will be reviewed by the County to make certain it meets County standards and avoids flooding issues for the community.

Consultant shall meet with the School, community stakeholders and the County to review the 30% design documents and again to present the 60% design documents.

5.2 Design Development

Consultant shall refine the concept plan, develop preliminary design details, make preliminary product selection, and prepare a preliminary opinion of probable cost of construction. The design refinements shall be documented appropriately in a set of 30% to 90% to include all necessary plan submittals including a general site plan, grading plan, drainage plan, irrigation plan, planting plan, structural details and calculations, design development documents that, upon approval by the County and the School, will serve as the basis for preparing construction documents.

This project shall include:

- Construction of a children's play area
- Open turf play area
- Picnic facilities
- Pathways system
- Multi-use event area
- Gateway features
- Community art
- Security perimeter fencing
- Drought resistant landscaping

- A biofiltration swale
- Accommodate limited storm water detention during a 25 year flood event for the surrounding neighborhood to South and the school property.

Through community based planning meetings, youth, seniors, and families selected additional features. The State determined the following additional design ideas from residents which shall be included in the project:

- Lighted walking paths
- The open space area will be in the center of the park with a walking path surrounding it
- The walking path will be smooth and unobstructed for older residents and strollers
- The walking path will have gates that are dog proof
- The park will include trees, open green space and flowering bushes
- Built into the park design will be a place for the 50 to 100 installation of permanent glazed tiles, decorated by families wishing to be designated as "Friends of the Park"
- Local youth between 18 and 25 years of age, enrolled in the Community Services and Employment Training, Inc. (CSET) will provide skilled labor while the park is being developed: 40 youth.
- A representative from each class in the Earlimart School District will be invited to a planting day when smaller, native plants will be installed in the park landscaping, provoking classroom work around sustainable ecological practices in the Central Valley with an emphasis on water conservation: 20+ youth.

According to the State, the project shall include these sustainable techniques:

- Designed in compliance with the County's Model Water Efficient Landscape Ordinance (Tulare County Code, Chapter 31, Section 7-31-1000 et seq.)
- The irrigation control system will incorporate soil moisture sensors and rain sensors linked to the automatic control system which will enable the system to match the water use to the actual need for irrigation
- Based on your sub-consultants estimated storm collection sizing to contain the 25 year event, site grading and drainage will use a biofiltration swale system to capture water and detain runoff from the site to facilitate cleansing and partial infiltration prior to discharge; excess water from the park may need to be maintained onsite. The project will be designed with input from County in order to avoid flooding issues in the community
- A minimum of 10% of the materials incorporated into the project will be recycled materials
- The landscape planting palette will exclude invasive plants and be limited to native and climate appropriate plants which will reduce the need for toxic pesticides and inorganic fertilizers
- Energy efficient LED light fixtures will be used for site lighting
- The irrigation will be controlled by a control system that is connected to an evapotranspiration sensor
- The irrigation control system will incorporate a flow sensor which will shut down irrigation water when unexpected flows occur
- Drinking fountains will be low flow fixtures

- Over one hundred trees will be planted throughout the park to provide shade and contribute to reducing the heat island effect
- The park will be open and free to the public from 7:00 am until 10:00 pm. seven days per week. A portion of the Earlimart Park will be secured daily during the school year (180 days) until 3:30 pm for use by the 694 Kindergarten through second grade students.

5.3 Construction Document Preparation

Consultant shall provide 30%, 60% and 90% design documents. Consultant shall finalize the design within the approved budget and prepare construction documents required for competitive bidding for construction of the project. The construction documents shall include plans, details and specifications for all proposed improvements. Consultant shall prepare a final opinion of probable cost of construction based on the final construction documents. The construction documents shall be reviewed by County prior to public availability.

5.4 Bidding Phase Services

Consultant shall assist the County during the competitive bidding process by distributing documents; conducting a pre-bid meeting; preparing addenda as required to clarify documents and answer bidder questions; and tabulating and evaluating the bid results.

5.5 Construction Phase Services

During construction, the Consultant shall oversee construction management and inspection, attend the pre-construction meeting and regularly scheduled progress meetings; review contractor submittals; respond to Requests for Interpretations, review change order requests, submit change orders for approval, review invoice payment requests; and observe and report progress of work. Additionally, the Consultant shall provide construction staking.

County will require Labor Compliance oversight during construction. The County will procure a Labor Compliance Officer.

All agreements, contracts, and project work will be conducted in compliance with all Federal, State and local overlay requirements; including any DBE, MEB and WEB.

6.0 **PROPOSAL CONTENT AND FORMAT**

A qualifying proposal must address all of the following and be presented in the same sequence:

6.1 Project Title

6.2 Applicant or Firm Name

6.3 Firm Qualifications

A. Type of organization, size, professional registration and affiliations.

- B. Names and qualifications of personnel to be assigned to this project. Resumes are limited to two pages. Please include a copy of your Billable Rates.
- C. Representative Projects – List a minimum of three (3) recent projects completed by your firm that best demonstrates specific design and project expertise relating to the requirements representing a similar scope of services, budget, program and complexity. For each project, please include:
- Completion Date
 - Name and Location
 - Budget
 - Graphic Description
 - Photographs
 - Total Square Footage
 - Additions
 - Renovations
 - Cost per Square Foot – Exclude Site Costs and Architectural Fees
 - Change Order Percentage

Related Experience: Provide descriptions and information about other projects completed by members of your project team that are similar in scope to this project. List 2 recent projects of similar type and size including references with current phone, fax and e-mail addresses.

- D. Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
- E. Client references from recent related projects, including name, address and phone number of individual to contact for referral. Please include only references that are directly relevant to this Request for Proposal and are current (last 4 years). Please include at least 3 such references with detailed contact information.
- F. Design Team Background
- Landscape Architectural Team
 - Principal in Charge
 - Project Manger
 - Project Architect
 - Resumes of Team Members (limited to two pages)
 - Name
 - Office Location
 - Phone Number
 - Years of Service with Firm
 - Education
 - Professional Experience
 - Pertinent Experience
 - Sub-Consultants
 - Structural Engineer
 - Mechanical/Electrical Engineer
 - Civil Engineer
 - Hydro-Engineer

- Technology
- G. Project Experience – List the last two new construction projects for which bids have been received or recently completed. Please include:
- Completion Date
 - Name and Location
 - Budget
 - Graphic Description
 - Photographs
 - Total Square Footage
 - Additions
 - Renovations
 - Cost per Square Foot – Exclude Site Costs and Architectural Fees
 - Change Order Percentage
- H. Cost Effective Design
- Please list the cost per square foot for your new construction projects in the past five years. Please exclude all Site Costs and Professional fees.
 - For projects completed in the last five years please list the Cost Estimate, Bid Amount, and Difference. Please list any changes in scope if appropriate and if this change in scope resulted in an increase in your fee.
- I. Licensure
- A license to prepare the plans (stamp/sign) is required.
 - The principal shall be licensed to practice architecture in California.
 - Has the Principal or Project Architect had their license suspended to practice architecture in California?
- J. Legal Proceedings
- Identify any on-going legal proceeding or pending legal proceeding (arbitration, complaint, or court action) filed by an Owner or contractor against your firm for any project in the past five years.
- K. Project Approach
- Describe your firm's management approach for these projects. Please include your approach and the benefit each step has for the owner.
 - Please describe any unique aspects your firm may employ in the design of the project.
- L. Unique Qualifications – Please state why your firm should be selected by the County.
- M. Park Design and Construction experience – The Consultant will not only need to understand local design and building standards, but the specific standards that are enforced by the State.

- N. Cultural Sensitivity – The firm selected should be sensitive to the community and design a Park that reflects the customs and culture of the Earlimart community.
- O. Firm Background: Provide a brief summary of the prime Consultant and all sub-Consultants that are proposed to be part of the Consultant team. At a minimum include the following:
- Firm name, address, telephone number, fax number and other contact information.
 - Identify and distinguish the specific roles of the prime Consultant and each sub-consultant.
- P. Representative or other person to contact for clarification of any item contained in the proposal. Include current telephone and fax numbers if different from above.
- Q. Specify type of organization (individual, partnership or corporation) and if applicable indicate whether you are:
- Small Business
 - Disadvantaged Business
 - Minority and/or Women-Owned Business
- R. Provide surety information for all sureties – General and Automobile Liability, E/O and Worker's compensation. See County's Insurance Requirements in Exhibit B.
- S. Project Understanding and Approach: Describe your understanding of the project identifying any key issues that you feel need specific attention. Describe how you will approach the scope of services indicating how you propose to approach each task identifying and describing subtasks necessary to complete the work.

7.0 DISCLAIMERS

- 7.1 Where funds allocated to this project are not made available, withheld, or reduced by any federal, state, regional or local government entity, the County of Tulare is under no obligation to fund this project, including, but not limited to, any agreement that may be negotiated for consulting services which is the subject of this Request for Proposal.
- 7.2 Any consulting firm selected must, as a condition of entering into any agreement with the County, comply with any requirements imposed upon the County by any federal, state, regional or local public agency, which has agreed to provide funding for this project including, but not limited to, any agreement or amendment that may be negotiated for professional consulting services which is the subject of this Request for Proposal.
- 7.3 All costs incurred in the preparation and submission of proposals and related documentation will be borne by the consulting firm.

- 7.4 Selection of qualified consulting firms will be made on the basis of the proposals as submitted, although the County reserves the right to interview applicants as part of the selection process.
- 7.5 The County reserves the right to award the contract to the proposer who presents the proposal which in the judgment of the County of Tulare, best accomplishes the desired results.
- 7.6 This Request for Proposal does not constitute an offer of employment or to contract for services.
- 7.7 The County reserves the option to accept or reject any or all proposals, wholly or in part, received by reason of this request, and makes more than one award, or no award, as the best interests of the County may appear.
- 7.8 All documents submitted to the County in response to this Request for Proposal will become the exclusive property of the County and may be returned to the proposer or kept by the County, in the County's sole discretion.
- 7.9 All proposals shall remain firm for four (4) months, 120 days following closing date for receipt of proposals.
- 7.10 Any contract awarded pursuant to this Request for Proposal will incorporate the requirements and specifications contained in this Request for Proposal. All information presented in a consulting firm's proposal will be considered binding upon selection of the successful proposer, unless otherwise modified and agreed to by the County during subsequent negotiations.
- 7.11 The selected consulting firm must be qualified to provide the requested services, able to satisfy all insurance requirements of the County, and be available to commence work according to the Proposed Schedule, see Exhibit C, contained in this Request for Proposal.
- 7.14 Under the provisions of the California Public Records Act (the "Act"), Government Code section 6252 et seq., all "public records" (as defined in the Act) of a local agency, such as the County, must be available for inspection and copying upon request of any person. Under the Act, the County may be obligated to provide a copy of any and all responses to this Request for Proposal, if such requests are made after the contract is awarded. One exception to this required disclosure is information which fits within the definition of a confidential trade secret [Government Code section 6254(k)] or contains other technical, financial or other data whose public disclosure could cause injury to the proposer's competitive position. If any consulting firm believes that information contained in its response to this Request for Proposal should be protected from disclosure, the consulting firm **MUST** specifically identify the pages of the response that contains the information by properly marking the applicable pages and inserting the following notice in the front of its response:

NOTICE: The data on pages [___] of this response identified by an asterisk (*) contain technical or financial information, which are trade secrets, or information for which disclosure would result in substantial injury to the consulting firm's competitive position. Proposer requests that such data be used only for evaluation of the response, but understands that the disclosure will be limited to the extent the County considers proper under law. If an agreement is entered into with the consulting firm, the County shall have the right to use or disclose the data as provided in the agreement, unless otherwise obligated by law.

The County will not honor any attempt by a consulting firm to designate its entire proposal as proprietary. If there is any dispute, lawsuit, claim or demand as to whether information within the response to the Request for Proposal is protected from disclosure under the Act, consulting firm shall indemnify, defend, and hold harmless, the County arising out of such dispute, lawsuit, claim or demand.

8.0 AWARD OF CONTRACT

County will negotiate an agreement with the most qualified Consultant based upon fair and reasonable compensation for the scope of work, timeline, and services proposed. If the County is unable to negotiate a satisfactory contract with the selected firm at a price deemed fair and reasonable, negotiations with that firm will be terminated. The County shall start negotiations with the second most qualified firm and continue until a contract is negotiated. The fee for architectural services will be paid with grant funds.

Final selection rests with the County. The Board of Supervisors will make the final decision and award the contract. The County reserves the absolute right to reject any and all proposals submitted, to negotiate appropriate modifications to a proposal, to negotiate a different agreement with any one or more consulting firms to request clarification or additional information from competitors, to negotiate appropriate modifications, and/or to waive any irregularity in the proposal as long as County procedures remain consistent with County of Tulare procurement procedures. Formal interviews may be conducted.

The County also reserves the right to award a contract to the consulting firm that presents the proposal, which, in the sole judgment of the County, best demonstrates the expertise desired by the County. This Request for Proposal does not represent a commitment on the part of the County to award a contract.

9.0 CONFLICT OF INTEREST

Consultant warrants that no official or employee of the County nor any business entity in which an official of the County has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the County.

10.0 INSURANCE REQUIREMENTS

The successful respondent shall provide a Certificate of Insurance naming the County as

additional insured in accordance with the County's insurance requirements. See Exhibit B.

11.0 INDEMNIFICATION

- 11.1 Consultant agrees to hold harmless and to indemnify the County from every claim or demand which may be made for any injury or death, or damage to property caused by Consultant in the performance of this contract.
- 11.2 Such duty shall be irrespective of the date upon which the claim or demand is asserted.
- 11.3 If any judgment is rendered against the County for any injury, death, or damage caused by contractor in the performance of this contract, Consultant shall, at his own expense, satisfy and discharge any judgment.
- 11.4 None of the foregoing paragraphs shall be applicable if the injury, death, or damage is caused solely by County's negligence.
- 11.5 Consultant agrees that it shall immediately notify the County and Contract's insurance carriers of any incident occurring during performance of this contract which may result in a claim or liability.
- 11.6 As used above, the term County means the County of Tulare or its officers, agents, or employees.
- 11.7 As used above, the term Consultant includes Consultant and Consultant officers, agents, or employees.

12.0 ASSIGNMENT

Any contract resulting from this bid and any amendments or supplements thereto shall not be assignable by the successful bidder either voluntarily or by operation of law, without the written approval of the County and shall not become an asset in any bankruptcy, receivership, or guardianship proceedings. Any assignee would need to have equivalent qualifications as to retain grant award eligibility.

PROFESSIONAL SERVICES CONTRACTS INSURANCE REQUIREMENTS

CONSULTANT shall provide and maintain insurance for the duration of this Agreement against claims for injuries to persons and damage to property which may arise from, or in connection with, performance under the Agreement by the CONSULTANT, his agents, representatives, employees and subcontractors, if applicable.

A. Minimum Scope & Limits of Insurance

1. Insurance Services Office Commercial General Liability coverage of \$1,000,000 combined single Limit per occurrence (occurrence Form CG 00 01). If an annual aggregate applies it must be no less than \$2,000,000.
2. Insurance Services Office Form Number CA 00 01 covering Automobile Liability, (any auto) of \$1,000,000 per occurrence. If an annual aggregate applies it must be no less than \$2,000,000.
3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the CONSULTANT's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

B. Specific Provisions of the Certificate

1. If the required insurance is written on a claims made form, the retroactive date must be before the date of the contract or the beginning of the contract work and must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract work.
2. CONSULTANT must submit endorsements to the General Liability and Auto Liability reflecting the following provisions:
 - a. *The COUNTY, its officers, agents, officials, employees and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT.*
 - b. *For any claims related to this project, the CONSULTANT's insurance coverage shall be primary insurance as respects the COUNTY, its officers, agents, officials, employees and volunteers. Any insurance or self-insurance maintained by the COUNTY, its officers, agents, officials, employees or volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it.*
 - c. *Each insurance policy required by this agreement shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice has been provided to the County.*
3. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the COUNTY for all work performed by the CONSULTANT, its employees, agents and subcontractors.

- a. *Waiver of Subrogation. The workers' compensation policy shall be endorsed with a waiver of subrogation in favor of the COUNTY for all work performed by the CONSULTANT, its employees, agents and subcontractors. CONSULTANT waives all rights against the County and its officers, agents, official, employees and volunteers for recovery of damages to the extent these damages are covered by the workers compensation and employers liability.*

C. Deductibles and Self-Insured Retentions

The COUNTY Risk Manager must approve any deductible or self-insured retention that exceeds \$100,000.

D. Acceptability of Insurance

Insurance must be placed with insurers with a current rating given by A.M. Best and Company of no less than A-:VII and a Standard & Poor's Rating (if rated) of at least BBB and from a company approved by the Department of Insurance to conduct business in California. Any waiver of these standards is subject to approval by the County Risk Manager.

F. Verification of Coverage

Prior to approval of this Agreement by the COUNTY, the CONSULTANT shall file with the submitting department, certificates of insurance with original endorsements effecting coverage and a copy of the declarations page from the policy in effect in a form acceptable to the COUNTY. Endorsements must be signed by persons authorized to bind coverage on behalf of the insurer. The COUNTY reserves the right to require certified copies of all required insurance policies at any time.