

COUNTY OF SAN DIEGO CONSULTANT LIST APPLICATION REQUIREMENTS - OPEN ENROLLMENT

Consultant List Applications are accepted on an open enrollment basis.

Consultant Applications shall contain:

- Three (3) copies of the [Statement of Qualifications - Open Enrollment](#) Form, including,
- Three (3) copies of responses to [Supplemental Questions](#)
- Three (3) CDs containing a minimum of three of the samples of work listed in section 6 of the Statement of Qualifications – Open Enrollment Form. The samples of work must be relevant to the subject area and have been prepared by the Consultant within the last five years. The Consultant must have been the primary author of the majority of document.
- References from two lead agency staff persons related to the most recent EIRs or technical studies listed in the SOQ Form (to be submitted directly from the reviewer)
- The Consultant List Application Fee in the form of a check in the amount of \$417 made payable to the County of San Diego.

Please do not submit additional information other than the items listed above as they will not be considered. Applications that do not include the items listed above or provide incomplete information will not be considered.

Prior to completing a consultant application, be sure to review the [minimum qualifications](#) for the relevant subject area. Consultants that do not meet the minimum qualifications for the relevant subject area will not be considered.

Submit all required items at the DPLU Zoning Counter at 5201 Ruffin Road, Suite B or via U.S. Mail to:

Attn: Donna Beddow (re: CEQA Consultants List)
County of San Diego
Department of Planning and Land Use
5201 Ruffin Road, Suite B
San Diego, CA 92123

Please address your submittal, and direct any inquiries about this process to Donna Beddow of the Department of Planning and Land Use at (858) 694-3656 or via email at Donna.Beddow@sdcounty.ca.gov.

This solicitation is not a binding commitment by the County.