

COUNTY OF SAN DIEGO THIRD-PARTY COMPLETENESS CERTIFICATION APPLICATION SCORING CRITERION

In addition to a completed application form, County staff will review the responses provided based on the four questions below. To help candidates provide the information requested, an example scoring table is attached for reference.

1. Please explain your experience submitting County of San Diego projects, both ministerial and discretionary. Please include information on the type and number of applications processed. (25 points)
2. Please explain your understanding of the California Environmental Quality Act or CEQA, including types of environmental documents and ensuring technical studies are complete and accurate. (25 points)
3. Please explain your education and/or experience in land development or a related field and processing permit applications (please specify the types of permit applications processed and type of education and/or experience). (25 points)
4. Please explain how you would ensure a complete application and submittal (please describe how you would ensure a complete application and project scope, ensure resubmittals address all corrections, proof subconsultant work, and ensure work is coordinated among subconsultants and not in conflict). (25 points)

Consultant: _____ County Reviewer: _____

Date: _____ Total Score: _____/100

1. Please explain your experience submitting County of San Diego projects, both ministerial and discretionary. Please include information on the type of project, number of projects, and how recent the projects were processed. (25 points)

Criteria	Score
<ul style="list-style-type: none"> • 1-5 recent years of experience submitting applications (1-10 points) • 6+ recent years of experience submitting applications (1-5 points) • Experience in submitting various types of projects with the County of San Diego (1-5 points) • Number of applications processed (1-5 points) 	_____/25 max
Comments by Evaluator: 	

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2. Please explain your understanding of the California Environmental Quality Act or CEQA, including types of environmental documents and ensuring technical studies are complete and accurate. (25 points)

Criteria	Score
<ul style="list-style-type: none"> • Understanding/ experience with CEQA (1-5 points) • Experience with County CEQA process and County Guidelines (1-5 points) • Types of environmental documents (1-5 points) • Importance of a complete project description (1-5 points) • Reviewing/understanding environmental documents and ensuring accuracy/completeness (1-5 points) 	_____/25 max
Comments by Evaluator:	

3. Please explain your education and/or experience in land development (discretionary, final engineering, building, etc.) or a related field and processing permit applications (please specify the types of permit applications processed and type of education and/or experience). (25 points)

Criteria	Score
<ul style="list-style-type: none"> • Education/experience in related field (1-5 points) • Experience processing applications (1-10 points) • Experience processing applications (please specify the types of permit applications processed) with the County of San Diego (1-10) 	_____/25 max
Comments by Evaluator:	

Please explain how you would ensure a complete application and submittal (please describe how you would ensure a complete application and project scope, ensure resubmittals address all corrections, proof subconsultant work, and ensure work is coordinated among subconsultants and not in conflict). (25 points)

Criteria	Score
<ul style="list-style-type: none"> • Describe how you ensure a complete application and scope, how you ensure resubmittals address all corrections needed, proof subconsultant work, and ensure work is coordinated among subconsultants and not in conflict. Including reaching out to staff to ask questions about corrections or comments you may not be 	_____/25 max

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completely sure on, versus resubmitting and waiting for clarification. (1-25 points)	
Comments by Evaluator:	