



Los Angeles County Department of Regional Planning

Planning for the Challenges Ahead



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CERTIFIED BIOLOGICAL CONSULTANT APPLICATION

This application is for biological consultants who are seeking to provide environmental services, such as the creation of biological inventories, reports, and maps which require review by the Environmental Review Board (ERB), the Significant Ecological Areas Technical Advisory Committee (SEATAC), and/or as otherwise required by the Los Angeles County Code. Project applicants will contract directly with the biological consultant and submit the necessary biological reports to the Los Angeles County Department of Regional Planning.

Two certification tiers are offered:

- Tier 1 – preparation and submittals restricted to biological maps.
- Tier 2 – preparation and submittal of all types of biological reports. Tier 2 is inclusive of Tier 1.

For required minimum qualifications, see the Certified Biological Consultant Minimum Qualifications document. For more information on this application or process, send emails to SEATAC@planning.lacounty.gov.

Submit this application and materials listed below to: SEATAC@planning.lacounty.gov

ADVISORY COMMITTEES

Which Advisory Committee(s) would you like to prepare biological reports for?

- SEATAC ERB

BIOLOGICAL REPORT TIERS

Which tier of biological reports would you like to prepare?

- Tier 1 Tier 2

CONTACT INFORMATION

Name:

Email:

Company:

Street Address:

City/State/Zip Code:

Phone:

APPLICATION MATERIALS

Tier 1 application, submit 1 and 3 below. Tier 2 application, submit 1 through 3.

1. Resume with the following information:
 - Applicant's name, associated firm (if any), and title;
 - Address, telephone, email;
 - Education, work experience, and relevant publications, certifications, etc.;
 - Emphasis of work experience with regard to preparation of biological reports.
2. Sample Biological Report. A work sample that addresses similar topics to those required in the Biological Reports Checklist that demonstrates a high level of biological impact and complexity. The work sample should include an inventory of resources (plants and/or animals), complex analysis of impacts to the resources, and mitigation recommendations. Submit a link to the document if is larger than 20 MB.
 - The work sample should preferably be of an unincorporated area of Los Angeles County, but not mandatory. It should include a description of your role in its development (such as primary author, contributor, reviewer, technical assistant, etc.).
 - The work sample should show analysis of field data and demonstrate the applicant's authorship. In the case of a work sample prepared by a consulting company with input from several specialists, the applicant's cover letter should clarify which parts of the report demonstrate the applicant's analysis of field data and authorship if it is not clear in the report.
 - In particular, the work sample needs to show:
 - a. An analysis of biological resources and impacts like those described for biological reports in the Significant Ecological Area and Santa Monica Mountains Local Implementation Plan (SMM LIP).
 - b. Treatment of both plants and all manner of animals (especially vertebrates) with reference to the California Natural Diversity Database and the California Natural Diversity Database lists, with evaluation of potential of all species in those lists to be affected by the project.
 - c. Consideration of impacts and recommendations for mitigation of impacts.
3. Sample Biological Constraints Map prepared as outlined within the SEA Implementation Guide Chapter 6 ([found here](#)). The sample may be from previous work or prepared purposely for this application.

SIGNATURE

Upon certification, the consulting biologist agrees to:

- Prepare and submit accurate and unbiased biological assessments, maps, reports, and inventories; and
- Follow Los Angeles County guidelines for report preparation and components as outlined in the Biological Resources Reports Checklist for reports submitted to Los Angeles County.

Signature

Date

The Department of Regional Planning reserves the right to remove a consultant from the list if the quality of work does not demonstrate an understanding of the Biological Report Checklist requirements. Biological Reports which require more than two requests for revision per submittal may be issued an Unsatisfactory Work Notice. Two Unsatisfactory Work Notices will result in removal from the Certified Biological Consultant List.