

**City of Los Angeles
Department of Public Works
Bureau of Sanitation**

Pre-Qualified Sanitation On-call Consultant Services Contract

**Task Order Solicitation for Valley Spring Lane Interceptor Sewer (VSLIS) Planning
Support**

Engineering Staff Support Services

April 2008

1. Introduction

The Wastewater Engineering Services Division (WESD) plans to utilize Consultant services to support the Valley Spring Lane Interceptor Sewer (VSLIS) Planning Report. The location of work primarily involves the Wastewater Engineering (WESD) office at 2714 Media Center, Los Angeles, California. These individuals would work under the direction of City managers and supervisors on the project team. Although this Task Order Solicitation (TOS) targets certain skill sets and assignments, additional skill sets and assignments may be added or deleted as the need dictates.

2. Scope of Services

The Bureau is currently looking for 2 full time Civil Engineers with skills as described below:

- Minimum Education: BS in Civil Engineering
- Good knowledge of wastewater collection systems and the nature of planning, design and analysis related thereto.
- Expertise in the development, calibration and validation of the City's computerized MIKE URBAN hydrodynamic model software developed by the Danish Hydraulic Institute is required.
- Specific knowledge in the areas of: Preparing hydraulic calculations; wastewater flow characteristics, inflow and infiltration in collection systems, design standards for collection systems, peak dry weather flow and peak wet weather flow design characteristics for collection systems, monitoring and gauging of flow in large collection systems, developing capital improvement projects and Programs for collection systems.
- Knowledge and applications of industry code and standards like ASME, ASTM, ANSI, UPC, NFPA, etc.
- Ability to conduct independent field investigations and collect field data to support planning work.
- Ability to anticipate problems and develop solutions to overcome problems.
- Good communication skills, both written and oral.

- Working knowledge of ESRI GIS software and Microsoft Word, Excel and Access software.
- Good team player
- Strong initiative and determination to complete tasks within a deadline.
- Familiarity in working within City / civil service organizations is desired.

Consultant staff will support a City Team that will prepare the Valley Spring Lane Interceptor Sewer (VSLIS) Planning: The goal of the Planning Study is to define the configuration parameters, at a planning level, of the Valley Spring Lane Interceptor Sewer. The study will be the basis of a pre-design report that will provide hydraulic relief up to the year 2090.

The VSLIS wastewater conveyance trunk line will be approximately 8 miles in length, extending from the west terminus of the Glendale Burbank Interceptor Sewer (GBIS) to the Donald C. Tillman Water Reclamation Plant (DCTWRP). The Planning Study will recommend the relief/configuration strategy, construction methodology, special diversion and connection structures, and chemical treatment/odor control facilities. The VSLIS is to be considered a conveyance facility only, and it will not provide reserve capacity for in-line storage.

The development team will consist of City staff, and specialized consultant staff. BOS-WESD will be the lead office on the preparation of The Planning Study. The development team will be responsible for the gathering and review of existing information and the definition of the Planning area. The planning study will serve as the basis of the VSLIS pre-design activities. The planning report will be shared to other key stakeholders and be amended based on their comments.

3. Term of Engagement

The term of engagement is 1-yr with an optional 1-yr extension.

4. Solicitation Schedule

- Issue Task Order SolicitationDate of Cover Letter
- Receive Solicitation Responses.....May 21, 2008
- Select and Negotiate.....6 weeks after issuance of TOS
- Issue Task Work Order.....7 weeks after issuance of TOS

5. Solicitation Response Requirements

Solicitation Responses shall be bound and not exceed 6 pages, exclusive of cover, dividers and resumes. 7 Copies shall be submitted no later than 2:00 PM, 28 days after the date the TOS was issued. Solicitation Responses shall be submitted to the Wastewater Engineering Services Division, located at 2714 Media Center Drive, Los Angeles, California 90065, Attention: Brent Lorscheider.

Bound Solicitation Responses shall include:

- Resumes demonstrating that the candidates are capable of meeting the requirements of the Scope of work. Resumes shall include education history, work experience history with dates, and references from past employers, owners, and/or organizations.
- Cost calculations for each individual candidate over a one year period considering all direct and indirect costs allowed by the firm's agreement with the City.
- Statement pertaining to the candidate's availability.
- MBE/WBE status of subcontractors utilized and the percent utilization resultant from the team membership presented on an overall annual team cost basis.

6. Selection Criteria

The selection team will evaluate all proposals with the following criteria:

- Capability to provide the Scope of Services as demonstrated by the proposal.
- Capability to provide the Scope of Services as demonstrated by the interview.
- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.
- Candidates knowledge of the City facilities, procedures and practices

7. Suggested MBE/WBE Participation Levels

A participation level of 18 percent for MBE and 4 percent for WBE is suggested.

8. Contract Manager

The City's Contract Manager is Mr. Ali Poosti, Assistant Division Engineer, Wastewater Engineering Services Division, (323) 342-6228. The Task Manager for this designated task is Fernando F. Gonzalez, Environmental Engineer, Wastewater Engineering Services Division, (323) 342-6267.

9. Disclaimer

The City may or may not decide to award any or part of this task order based on its sole convenience and shall not be responsible for any solicitation response costs.