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CALIFORNIA



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WASTEWATER ENGINEERING SERVICES DIV.
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FAX: (323) 342-6210 OR
(323) 342-6211

January 26, 2015

ELECTRONIC MAIL

To: 25 Pre-Qualified On-Call Contract Consultants of LA Sanitation

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACTS ISSUANCE OF TOS SN-20 – WESTINGHOUSE DISTRIBUTED PROCESS FAMILY (WDPF) SYSTEM'S SUPPORT AT HYPERION WASTEWATER TREATMENT PLANT

The City is soliciting responses from 25 Prime Consultants on Pre-Qualified On-Call List. Attached are details of the Task Order Solicitation (TOS) required services.

The pre-proposal meeting for this TOS will be held at:

Location: Hyperion Treatment Plant, Conference Room TSF 305
12000 Vista Del Mar, Playa del Rey, CA 90293
Entrance at Gate C

Date and Time: Wednesday, February 4, 2015, from 10:00 A.M – 11:00 A.M.

All questions regarding this TOS must be submitted in writing to the City Project Manager, Charles Lee, before or at the meeting.

For the security at the gate, please e-mail Charles Lee the names of who will be attending the meeting and the company's name.

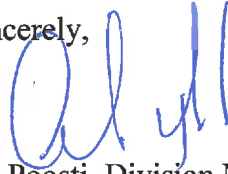
The deadline for proposal submittal is **February 23, 2015**. If your firm is interested in this TOS, please submit an electronic copy of proposal via e-mail to the following LASAN's staff, no later than 2:00 P.M. on the indicated due date, to:

- Charles Lee, charles.lee@lacity.org
- Thu-Van Ho, thu-van.ho@lacity.org

Thank you for your interest and we look forward to receiving your response to this TOS.



Sincerely,



Ali Poosti, Division Manager
Wastewater Engineering Services Division
LA Sanitation

AP:tvh

Attachment: Details of required services for TOS SN-20.

c: Abdul Danishwar, WESD
Scott Hare, WESD
Thu-Van Ho, WESD
Robert Irvin, ICSD
Charles Lee, ICSD
Alexa Esparza, ICSD

**CITY OF LOS ANGELES/DEPARTMENT OF PUBLIC WORKS/BUREAU OF SANITATION
(LASAN)**

On-call Consultant Services Contracts

Task Order Solicitation (TOS) SN-20

For

***Westinghouse Distributed Process Family (WDPF) System's Support at Hyperion
Wastewater Treatment Plant***

January 2015

1. Introduction

LASAN is responsible for operating the Hyperion Wastewater Treatment Plant which is located at 12000, Vista Del Mar, Playa Del Rey, California. Hyperion employs the WDPF II Distributed Control Systems to control and monitor the various treatments process installed at the plant. The installed control system has an approximately 10,000 input/output point count and is divided into liquid and solid section by functions. The system has approximately 60 Distributed Process Units (DPU) and remote I/O cabinets. The WDPF II System comprises a significant number of workstations, servers, controllers, remote I/O's, and peripherals which are interconnected through redundant fiber optic data highways. The central control room is located at the first floor of the technical support facility of the plant to provide control and monitoring capability for Operations.

There is a bureau-wide control systems project underway to replace all the control systems in various treatment facilities with the Honeywell Experion Control Systems. Hyperion is the first in the replacement sequence. Currently, Hyperion is in the engineering design phase of the project and will enter the construction phase in the second half of 2015.

2. Scope of Services

LASAN is seeking an outside expert on an as needed basis who has vast experience in working with the WDPF II system to help maintain the system until it is completely replaced. The Contractor is expected to provide 24x7 telephone support, on-site service for support of scheduled construction activities, troubleshooting of unexpected system failures and any other support tasks that the Bureau deems necessary, and parts procurement. The projected finish date of this task order is December of 2017. The successful proposer will provide WDPF II system experts to ICSD to troubleshoot and maintain the Hyperion DCS on an as-needed basis.

The following provides more details regarding the services from the qualified consultant:

Task 1: 24 X 7 Telephone Support: In case technical question(s) arise, the contractor should respond immediately.

Deliverables:

- Recommendation and solutions to the question(s)

Task 2: on-site service: In case of a system failure, the contractor should respond within an hour and report on-site to restore the system.

Deliverables:

- Recommendation and solutions to the system failure.

Task 3: WDPF Decommissioning: the contractor shall review the work plan and provide recommendations to the City. During the implementation phase, the contractor shall be on-site to work with the City force to complete the task.

Deliverables:

- Support services for stakeholder process including but not limited to planning, facilitation, and coordination for two stakeholder workshops, as directed.

Task 4: Parts procurement

Deliverables:

- Material obtained as necessary to maintain the system.

3. Term of Engagement

The term of engagement is 36 months from the issuance date of NTP.

Statement of Costs

Proposers must provide cost estimates for each stage of the project. The cost for holding monthly status meetings should be included in the total cost. The cost estimates should include the estimated number of hours for each person involved and the extended cost based on the hourly rate for that person. This cost estimate must also include grand totals of both hours and dollars for the project as a whole. All costs to the CITY must be identified, including hourly rates, travel time, etc.

4. Solicitation Schedule

- Issue Task Order SolicitationDate of Cover Letter.
- Receive Solicitation Responses.....As indicated in Cover Letter.
- Conduct Interviews if necessary.....5 weeks after issuance of TOS.

- Select and Negotiate.....7 weeks after issuance of TOS.
- Issue Task Work Order.....9 weeks after issuance of TOS.

5. Solicitation Response Requirements

Solicitation Responses shall not exceed fifteen (15) pages of cover, dividers and resumes. Solicitation Responses shall be submitted to the following LA SAN's staff via e-mail, no later than 2:00 pm of proposal due date indicated in cover letter:

- Charles Lee, charles.lee@lacity.org
- Thu-Van Ho, thu-van.ho@lacity.org

Solicitation Responses shall include:

- Resume demonstrating that the candidate is capable of meeting the requirements of the Scope of Work. Resume shall include work experience history with dates, and references from past employers, owners, and/or organizations.
- Provide a proposed individual cost breakdown by tasks.
- Provide a breakdown of estimated time for completion of task.
- Proposed Hourly Billing Rate Summary for the proposed candidate with all respective direct and indirect costs, markups, expenses, overhead rates and profit. (Sample Attached).
- MBE/WBE/ SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization.
- Provide copies of valid MBE/WBE/SBE/EBE/DVBE Certifications of MBE/WBE/SBE/EBE/DVBE sub-contractors utilized.
- Statement pertaining to the candidate's availability.

6. Selection Criteria

The selection team will evaluate proposals based on knowledge and experience. All contractor personnel working on this project shall provide evidence of meeting the following experience requirements:

1. Any work to be performed on the WDPF II systems shall be coordinated through the Control Systems Engineering Associate (CSEA) of the Information & Control Systems Division (ICSD).
2. Contractor must have prior working knowledge on the WDPF II System. A minimum of 5 years of field experience for the WDPF II system is required.
3. Extensive knowledge of the WDPF II system including system architecture, data highway configurations, software programming and database maintenance of the system.

4. Provide hardware support services to the installed WDPF II Systems. Hardware services to be provided by Contractor shall include, but not be limited to, hardware installations, testing, troubleshooting, and corrective maintenance. Hardware to be supported shall include controllers, input/output modules, communications modules, data highway, servers, workstations, backplanes and any other subsystems/devices that are integrated into the WDPF Control System.
5. Provide assistance to City Staff to maintain the WDPF II system data highway integrity in construction phase of the new Honeywell control systems.
6. Serve as a technical expert to City Staff on the WDPF II System.
7. Provide sample timesheet detailing billable hours to ICSD for every service request to be made

7. Suggested MBE/WBE/SBE/EBE/DVBE/OBE Participation Levels

The City had set anticipated participation levels (APLs) for sub-consultants as follows: 18% MBE, 4% WBE, 25% SBE, 8% EBE, and 3% DVBE.

Note: Sub-consultants that are not listed on Schedule A in your contract cannot be added and/or utilized without the performance of the outreach and approval of LASAN.

8. Task Order Manager

LASAN's On-Call Contract Manager is: Ali Poosti, Division Manager, Wastewater Engineering Services Division, (323) 342-6228.

The Task Manager for this designated TOS is: Charles Lee, Control Systems Engineer, Information and Control System Division, (310) 648-5450.

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.

HOURLY BILLING RATES

(To be submitted for each Task Order Solicitation)

FIRM	Status	Last Name	First Name	Position	Rate (\$/hr)	Approved Overhead Rate	Approved Profit	Billing Rate (\$/hr)	Effective Date	Notes
Prime Firm	Prime									
Prime Firm	Prime									
Prime Firm	Prime									
MBE Firm Name 1	MBE									
MBE Firm Name 2	MBE									
MBE Firm Name 3	MBE									
WBE Firm Name 1	WBE									
WBE Firm Name 2	WBE									
SBE Firm Name	SBE									
EBE Firm Name	EBE									
DVBE Firm Name	DVBE									
OBE Firm Name 1	OBE									
OBE Firm Name 2	OBE									

Firm Name	Status	Fee	%Fee
MBE Firm Name 1	MBE		
MBE Firm Name 2	MBE		
MBE Firm Name 3	MBE		
WBE Firm Name 1	WBE		
WBE Firm Name 2	WBE		
SBE Firm Name	SBE		
EBE Firm Name	EBE		
DVBE Firm Name	DVBE		
OBE Firm Name 1	OBE		
OBE Firm Name 2	OBE		

Summary	Total Fee (\$)	% Fee
Prime		
MBE		
WBE		
SBE		
EBE		
DVBE		
OBE		
Total		