

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

February 24, 2015

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WASTEWATER ENGINEERING SERVICES DIV.
2714 MEDIA CENTER DRIVE
LOS ANGELES, CA 90065
FAX: (323) 342-6210 OR
(323) 342-6211

ELECTRONIC MAIL

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

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACTS ISSUANCE OF TOS SN-21 – SPECIALIZED AND EXPERT SERVICES FOR TOTAL MAXIMUM DAILY LOAD (TMDL) AND RELATED REGULATORY SUPPORT

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:

Date and Time: Wednesday, March 4, 2015, from 1:30 P.M. – 2:30 P.M.
Location: 2714 Media Center Drive, in IWMD Conference Room #1
Los Angeles, CA 90065

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

The deadline for proposal submittal is **March 24, 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:

- Donna Chen, Donna.Chen@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,

W. Sornstane
for Ali Poosti, Division Manager
Wastewater Engineering Services Division
LA Sanitation

\\82mtcfs1\wesd\Div Files\New Oncall 2014-19\TOS SN-21_TMDL & Reg Support \INITIATION

Zero Waste • One Water

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Recyclable and made from recycled waste 

AP:tvh

Attachment: Details of required services for TOS SN-21.

c: Abdul Danishwar, WESD
Scott Hare, WESD
Thu-Van Ho, WESD
Shahram Kharaghani, WPD
Donna Chen, WPD
Zora, Baharians, WPD

City of Los Angeles/Department of Public Works/Bureau of Sanitation
On-call Consultant Services Contracts
Task Order Solicitation (TOS) SN-21
For
Specialized and Expert Services for Total Maximum Daily Load (TMDL) and Related
Regulatory Support

February 2015

1. Introduction

The Watershed Protection Division (WPD) of the City of Los Angeles Bureau of Sanitation (LASAN) plans to utilize consultants to provide specialized and expert services for TMDLs, sometimes on an emergency basis, during the course of a **three-year period**. These services may include, but are not limited to investigation, analyses, review, response to draft documents, communications, and/or related work relative to TMDL basin plan amendments, guidelines, regulations, projects, monitoring programs, and concerns and potential impacts affecting LASAN.

The Clean Water Act (CWA) requires TMDLs for all waters for which technology-based controls are not sufficient to meet Water Quality Standards (WQS).

The watersheds in the City of Los Angeles are affected, as of this date, by 22 TMDLs. The TMDLs address pollutants in the Los Angeles River, Ballona Creek, Santa Monica Bay, Marina del Rey, and the Dominguez Channel/Los Angeles Harbor watersheds. The TMDLs developed for these watersheds have scheduled re-evaluations and other regulatory opportunities to revise waste load allocations and other aspects with additional scientific information and updates in State guidelines or policy. In addition, these watersheds are still listed for pollutants in the CWA Section 303(d) and more TMDLs are anticipated to be developed for the watersheds in the coming years. LASAN must navigate through regulations and comply with complex monitoring and reporting program requirements expected in the stormwater permit, and as permits for other facilities in LASAN are renewed, all will incorporate TMDLs.

Addressing WQS issues and conducting relevant scientific studies become important as TMDLs continue to affect the various watersheds within the City. In view of the interim and final waste load allocations, and re-evaluations schedule, the TMDL technical requirements, and other emerging TMDL related regulatory issues, the City faces increasing challenges that must be addressed in order to meet the regulatory and environmental needs of its jurisdiction.

The LASAN plays an important part in meeting these challenges. The LASAN operates and maintains an integrated wastewater system that serves 4 million people, and meets the many federal and state regulations governing its operations and programs including pretreatment, wastewater collection and treatment, and urban runoff and stormwater management. The

City is also a co-permittee of the Municipal Separate Storm Sewer System (MS4) Permit and leads eighty-five other municipalities in four watersheds in complying with the requirements of the MS4 permit. The USEPA, the State Water Resources Control Board (SWRCB), and the Los Angeles Regional Water Quality Control Board (LARWQCB) regulate LASAN's wastewater and stormwater activities, and TMDL compliance.

To date, LASAN has made important strides in its effort to comply with TMDL regulations and protect and improve its watersheds. The WPD within LASAN is responsible for addressing the many stormwater related regulatory and legislative issues and requirements, including TMDLs, in a timely manner. However, the increasing technical nature of TMDLs integrate requirements across wastewater, stormwater, and recycled water, and time constraints imposed by comment periods, and TMDLs schedules call for specialized and expert services to ensure the LASAN's TMDL needs and requirements are met. In addition, such expert services can support LASAN in its effort and commitment to identify and develop innovative and effective solutions and strategies for water quality issues.

2. Scope of Services

LASAN plans to utilize consultants to provide specialized and expert services for TMDLs, sometimes on an emergency basis, during the course of a three-year period. This work shall include but is not limited to: conducting technical analysis; organizing and conducting scientific studies; preparing technical and regulatory documentation for TMDLs and related water quality standards; preparing technical packages; providing support for hearings and testimony; providing technical support for the integrated monitoring programs, and lending data analysis support for permit reporting requirements.

Consultant staff will provide the following services:

Task 1: Technical, Regulatory, and Expert Services for TMDL and Related Issues

Provide expert, technical, regulatory and support services in the review, analysis, and/or development of TMDL including evaluation of TMDLs, reopener, modeling, biological and chemical assessments, source analysis, analysis of control options, load, and waste load allocations; review and draft comments for draft TMDLs and related documents released for public comments; and evaluation and/or development of approach options and strategies.

Deliverables:

1. Technical and regulatory review and analysis of TMDL and related issues and analysis of TMDL and related documents including existing and proposed legislation, regulations, and policies, and evaluation of impacts of these on LASAN's programs with respect to operations, compliance, and costs.

2. Identify and develop alternative approaches and strategies for TMDL-related issues and concerns. This includes innovative approaches, strategies, factors, and endpoints not originally envisioned by regulators, the regulated community, and public interest groups.
3. Provide specialized and expert services to support or develop TMDLs, including modeling, biological and chemical assessment of ambient receiving water conditions, analysis of control options, and load and waste load allocations.
4. Conduct other pertinent work that is related to TMDL development, monitoring, review, and analyses including review of background information, relationship and impact to other permits and operation, and preparation of related reports and documents.

Task 2: WQS Special Studies

Provide technical expertise and services in WQS review and special studies to support TMDL development, re-evaluations, and compliance.

Deliverables:

1. Provide specialized regulatory and technical services to LASAN in conducting WQS special studies in support of TMDL compliance for the various watersheds of the City. These studies may include examining criteria exceedances, reviewing all applicable regulations, criteria and guidance, examining beneficial use designations, site-specific objectives studies, water effects ratios, sources assessments, use attainability analyses, sediment quality objectives, toxicity, and other related investigations.
2. Conduct other pertinent work in support of WQS studies including literature reviews, data set studies, surveys, development of protocols, data collection and analyses, preparation of reports, and recommendations.

Task 3: Related Services

Provide other related services and products, as requested.

Deliverables:

1. Analysis of all data generated from TMDL compliance monitoring and integrated stormwater compliance monitoring and preparation of necessary reports.
2. Assist in evaluation and optimization of monitoring programs.
3. Assist and provide technical support for LASAN at meetings before the SWRCB, LARWQCB, regulatory and regulated agencies

Note: As the TMDL and WQS regulatory and legislative arena changes its appearance regularly, LASAN may ask the contractor/consultant to perform related work that is not explicitly itemized in this TOS.

3. Term of Engagement

The term of the engagement is three years from date of Notice to Proceed. It is estimated that the cost ceiling for this TOS is approximately \$1,500,000.

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 twenty (20) pages, exclusive of cover, dividers and resumes. Solicitation Responses shall be submitted to the following LASAN’s staff via e-mail, no later than 2:00 pm of proposal due date indicated in cover letter:

- Donna Chen, Donna.Chen@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 the proposals with the following criteria:

- Capability and experience in providing the Scope of Services as demonstrated by the proposal.
- Expert knowledge, and work experience associated with understanding of the issues, regulatory requirements, and approaches related to TMDLs in Southern California

- Knowledge and understanding of LASAN’s strategies and goals in TMDL and water quality related activities.
- Expert knowledge and experience in TMDL and water quality issues in relation to storm water and wastewater, and City facilities, operations, and practices.
- Proven capability in conducting scientific studies and analysis supporting TMDL development, re-evaluations, and requirements.
- Ability to effectively and rapidly meet on-going needs for LASAN’s TMDL programs
- Proposer’s knowledge of the City facilities and other environmental media, procedures and practices.
- The value offered to the City considering cost in comparison to capabilities and experience of the proposers.

7. Suggested MBE/WBE/SBE/EBE/DVBE 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 the LASAN.

8. Task Order Manager

The City’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: Donna Chen, Assistant Division Manager, Watershed Protection Division, (213) 485-3928.

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		