

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI

MAYOR

May 4, 2015

BOARD OF PUBLIC WORKS MEMBERS

—
KEVIN JAMES
PRESIDENT

MONICA RODRIGUEZ
VICE PRESIDENT

MATT SZABO
PRESIDENT PRO TEMPORE

MICHAEL R. DAVIS
COMMISSIONER

HEATHER MARIE REPENNING
COMMISSIONER

BUREAU OF SANITATION

—
ENRIQUE C. ZALDIVAR
DIRECTOR

TRACI J. MINAMIDE
CHIEF OPERATING OFFICER

VAROUJ S. ABKIAN
ADEL H. HAGEKHALIL
ALEXANDER E. HELOU
ASSISTANT DIRECTORS

LISA B. MOWERY
CHIEF FINANCIAL OFFICER

—
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-26 – AIR TREATMENT FACILITIES (ATF) OPTIMIZATION PROJECT

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.

There is no pre-proposal meeting for this TOS. All questions regarding this TOS must be submitted in writing to the City Project Manager, Cyrus Gilani, by Friday, May 8, 2015.

The deadline for proposal submittal is **Friday, May 29, 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:

- Cyrus Gilani, cyrus.gilani@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

c: Abdul Danishwar, WESD
Scott Hare, WESD
Thu-Van Ho, WESD
Cyrus Gilani, WESD

\\82mtcfs1\wesd\Div Files\On-Call Contracts\New Oncall 2014-19\TOS SN-26_ATF Optimization Proj

Zero Waste • One Water

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Recyclable and made from recycled waste

**City of Los Angeles
Department of Public Works
Bureau of Sanitation (LASAN)**

On-call Consultant Services Contract

Task Order Solicitation (TOS) SN-26

For

Air Treatment Facilities Optimization Project

May 2015

1. Introduction

The Bureau of Sanitation has 2 Air Treatment Facilities (ATFs) under operation and one in construction. The ATFs treat foul air from several sewer lines using Bio-Trickling Filters (BTFs) as primary stage and carbon as the polishing stage. The City has currently operating several ATFs using Bio-trickling Filter (BTF) as the primary stage follow by carbon as the polishing stage treating foul air from sewer lines. The BTF is primary very effective to remove the main odor causing compound (Hydrogen Sulfide, H₂S), however other odorous compounds (VOCs) which are not biologically degradable are removed by the 2nd stage polishing carbon. By modifying the irrigation source on BTFs VOC removal efficiency may improve and may prolong the life of the carbon which consequently will provide cost saving. Furthermore testing a new carbon vessel design can potentially prevent the moisture generated due to condensation and also increases carbon life cycle.

To accommodate these changes a series of tests will be conducted at Hyperion Treatment Plant (HTP) on the pilot test units.

2. Scope of Services

The Bureau is soliciting a qualified consultant firm to provide as-needed support and guidance on the assessment of these tests and provide the fund to purchase the testing equipment required to perform the tests for City's Air Treatment Facilities (ATFs) on both Biological and carbon odor scrubbers. This project will also provide funds for laboratory services for odor and VOC tests required to verify the odor removal improvements for ATF Optimization.

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

Task 1: Provide engineering and construction supports to modify the existing two (2) Bio-trickling Filter (BTF) test units at Hyperion Treatment Plant for this test. The first new BTF arrangement will use the re-circulation water while the 2nd BTF uses the fresh water for irrigation of the media.

- a. Purchase and install two (2) 15-gallon nutrient tanks and two (2) new nutrient pumps for the two BTFs.
- b. Purchase material and required to prepare the test units.

- c. Purchase testing material (pH meter, pH paper, air sampling test bags)
- d. Purchase one Jerome meter Model 631 with dilution kit, main kit, with case and field case.
- e. Purchase Interscane units for low and high H2S, Model number 4170-199.9m and 4170-1999b.
- f. Provide fund for Odor and VOC tests for several test events.
- g. Purchase MiniRay 3000 for VOC tests.

Deliverables:

- Comments on update testing plan.
- Purchase of equipment and material.
- Provide funds for testing lab.

Task 2: Provide technical support to prepare reports based on collected data by City staff. Review and provide guidance on the effects of new findings from Task 1 to optimize the irrigation system on ATFs.

Deliverables:

- Comments on findings and test results.
- Comments on updated Implementation.

3. Term of Engagement

The term of engagement is twelve (12) months from the issuance date of NTP. It is estimated that the cost ceiling for this TOS is approximately \$135,000.

4. Solicitation Schedule

- Issue Task Order SolicitationDate of Cover Letter.
- Receive Solicitation Responses.....As indicated in Cover Letter.
- Conduct Interviews if necessary5 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, exclusive of cover, dividers and resumes. Solicitation Responses shall be submitted to the following Bureau’s staff via e-mail, no later than 2:00 pm of proposal due date indicated in cover letter:

- Cyrous Gilani, cyrus.gilani@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, options, and approaches related to the Biological Odor Control system (Bio-Trickling Filters, BTFs).
- Knowledge and understanding of the Bureau's strategies and goals in water reduction for proper operation of the BTFs.
- Familiarity and understanding of City Air Treatment Facilities (ATFs).
- Familiarity and understanding of BTF's water usages.
- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.
- Expert knowledge and experience in facilities planning issues in relation to ATFs, wastewater, recycled water, as well as City operations and practices.
- Proven capability in conducting scientific studies and analysis supporting odor control, water, wastewater, and stormwater facilities planning.

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 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: Cyrus Gilani, Environmental Engineering Associate IV, Wastewater Engineering Services Division, (323) 342-1580.

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		