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March 7, 2017

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

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACT ISSUANCE OF TOS SN-79 – DCTWRP AWPf GROUNDWATER REPLENISHMENT (GWR) TECHNICAL ASSESSMENT DEVELOPMENT & SERVICES

LA Sanitation (LASAN) is soliciting responses from 25 Prime Consultants on the On-Call List. Attached are details of the Task Order Solicitation (TOS) required services. A pre-proposal meeting for this TOS will be held on:

Date and Time: Monday, March 13, 2017, from 1:00 P.M. to 2:00 P.M.
Location: 6100 Woodley Ave., Van Nuys, CA 91406
2nd Floor, Maintenance Facility, East Conference Room

All questions regarding this TOS must be submitted in writing via e-mail to Ms. Joline Munoz, before or at the meeting. For security clearance at DCTWRP, please e-mail Ms. Joline Munoz the names of your representatives and subcontractors, who will be attending the meeting, and the company's name by Monday, March 13, 2017, before 10:00 A.M. (Please note that inviting your subcontractors to the meeting is optional.)

The deadline for proposal submittal is Tuesday, April 11, 2017, before 2:00 P.M. If your firm is interested in this TOS, please submit proposal via e-mail on the indicated due date to the following LASAN staff: Joline Muñoz, joline.munoz@lacity.org, Kwasi Berko, kwasi.berko@lacity.org, and 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

zero waste • one water

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Recyclable and made from recycled waste



AP:mfr

- c: Ali Poosti, WESD
- Abdul Danishwar, WESD
- Scott Hare, WESD
- Thu-Van Ho, WESD
- Melody Reid, WESD
- Roshanak Aflaki, DCT
- Joline Muñoz, DCT
- Dawn Jimenez, DCT

City of Los Angeles Department of
Public Works
LOS ANGELES SANITATION
On-call Consultant Services Contract

Task Order Solicitation (TOS) SN-79

For

Donald C. Tillman Water Reclamation Plant (DCTWRP) Advanced Water Purification Facility (AWPF) Ground Water Replenishment (GWR) Technical Assessment Development and Services

March 2017

1. Introduction

The primary purpose of the Los Angeles Groundwater Replenishment Project (LAGWRP) is to reduce the City's dependence on imported water sources by increasing beneficial reuse of the available water supply from DCTWRP and increasing the local groundwater supply available for potable use. The LAGWRP would consist of three basic elements: 1) treatment that would entail the construction of a new advanced water purification facility (AWPF) and related facilities that would provide additional levels of treatment of recycled water generated by the existing DCTWRP facilities to produce purified water for potable use; 2) conveyance that would entail the use of existing and newly constructed pipelines to transport the purified water from the AWPF to existing spreading grounds; and 3) replenishment that would entail the spreading of the purified water at the existing spreading grounds so that it would percolate into the San Fernando Basin (SFB).

To create purified water at the DCTWRP GWR AWPF, recycled water that has been treated to a tertiary level would be further treated utilizing ozonation (O₃), biologically activated carbon (BAC), multiple-barrier filtration (e.g., microfiltration-ultrafiltration {MF-UF} and reverse osmosis [RO]), disinfection and/or advanced oxidation processes (AOP) and for ground water replenishment soil aquifer treatment (SAT). Purified water would be used to replenish the SFB. This use is fully compliant with regulatory requirements and approved and monitored by the California Regional Water Quality Control Board (RWQCB)/Division of Drinking Water (DDW).

The City of Los Angeles Applied Research Project of Advanced Purification of Water funded by LASAN started in January 2015, was put into operation in February 2016 and will run 24 months with a budget in the \$4 M dollars range. The project, with LASAN Water Reclamation Division as the principal-in-charge investigator and operator, fuses prequalified technological partners, a technical advisory committee and the selected engineering team to support a project consisting of highly educated students, researchers, consulting engineers and design engineers responsible for full scale implementation. The project's main vision is to investigate further into potable reuse as a

major component of the City's drinking water portfolio by testing treatment processes selected from more than 20 potable reuse treatment trains currently in operation or under construction throughout the world, to establish design criteria for implementation at its 4 water reclamation plants and to select the process for the DCTWRP GWR AWPf.

The Draft Environmental Impact Report (EIR) has been prepared by the City, as represented by the LADWP and the LASAN, to evaluate potential environmental effects that would result from development of the proposed Los Angeles Groundwater Replenishment (LAGWR). This EIR has been prepared in conformance with the California Environmental Quality Act of 1970 (CEQA) statutes (Cal. Pub. Res. Code Section 2100 et seq., as amended) and its implementing guidelines (Cal. Code Regs., Title 14, Section 15000 et. seq., 2014). The final EIR for CEQA has a currently projected completion and approval date by the Board of November 2016.

The California Code of Regulations (CCR) Title 22, Section 60323 requires submission of an Engineering Report to the California Regional Water Quality Control Board (RWQCB)/DDW before recycled water projects are implemented. The RWQCB/DDW has authority to require a pre- construction report under California Water Code Section 13523 to determine compliance with the uniform statewide reclamation criteria. To aid the LASAN Water Reclamation Division (WRD) during the process, LASAN requires Engineering Services by the Consultant Team to provide support during development of the DCTWRP AWPf Engineering Report (ER) to address requirements specified by regulatory agencies. The lump sum not-to-exceed \$75,000 is allocated for technical and regulatory expert assistance for review of selected section and discussions with RWQCB/DDW (Task 6 – Technical and Regulatory Expert Services).

This TOS will provide for technical and regulatory expert assistance to: (a) review and update engineering report selected sections as deemed required and (b) provide expert assistance for discussions with RWQCB/DDW.

2. Scope of Services

Task 1. Project Management: The Consultant Team will provide the following project management support to the LASAN:

- (1) Establish and Maintain a Project Site:** Establish and maintain a secure SharePoint, or equivalent, website to be used for the exchange of information and as a repository for developed materials.
- (2) LASAN Project Manager Support:** Provide as needed support directly to the LASAN Project Manager. The intent is to support the distribution and collection of information and comments.
- (3) Develop Detailed Project Schedule:** Develop and maintain a detailed project schedule to support completion of the ER.
- (4) General:** Administrative support to conduct business associated with this TOS other than meetings conducted for the primary purpose of discussing technical issues.

Task 2. Meetings and Communications: The Consultant Team will participate in the following meetings/conference calls in support of this TOS and provide a draft agenda and summary of meeting action items to the LASAN PM:

- (1) Kickoff Meeting with LASAN, DWP and other partners (Project Partners): Develop Work Plan and submit draft to the City prior to the project kickoff meeting.
- (2) Draft Engineering Report Review Meeting with LASAN and Project Partners as deemed required.
- (3) Regularly Scheduled Conference Calls with LASAN and Project Partners (as deemed required) (assumed 4 conference calls per month).
- (4) Meeting with Regulatory Agencies (assumed 3)

Task 3. Development of ER Sections: The LASAN and Project Partners will provide information required to develop draft sections of **the ER**. The Consultant Team will provide a range of support on the various ER sections, which will range in level of effort:

- (1) Develop draft ER sections. Selected sections of the ER related to pilot testing. Review and update of engineering report selected sections shall be prepared by technical and regulatory expert to LASAN and Project Partners.
- (2) Support sections developed by the LASAN and Project Partners.
- (3) Compile and format draft ER sections developed by LASAN and Project Partners.
- (4) Compile and format existing information provided by LASAN and Project Partners into a draft **ER** section.
- (5) The Consultant Team will develop a draft formatting template in Microsoft Word and finalize based on LASAN comments. The template will then be used by Consultant Team including LASAN and the Project Partners whenever possible when preparing draft ER components.

The goal of the template is to support the efficient compilation and final formatting of all the draft ER sections provided by the Consultant Team including LASAN and Project Partners as applicable.

- (6) An outline for the ER, developed by LASAN, includes an executive summary, 14 chapters, and appendices (the number of appendices is yet to be determined). **Attachment 1** provides the ER outline as well as notes on the type of effort the Consultant Team, LASAN WRD or Project Partner will provide for each component of the ER. The following briefly summarizes the Consultant Team's efforts associated with each component of the ER:

1. **Executive Summary:** The Consultant Team will develop the draft Executive Summary and finalize based on comments.
2. **ER Section 1, Project Overview:** The Consultant Team will compile information

from existing documents provided by the LASAN WRD and Project Partners into a draft ER section and finalize based on comments.

3. **ER Section 2, Project Participants and Regulations:** The Consultant Team will compile information from existing documents provided by the LASAN WRD and Project Partners into a draft ER section and finalize based on comments.
4. **ER Section 3, Project Facilities:** The Consultant Team will compile information from existing documents, develop information related to pilot testing results, and format draft components provided by LASAN WRD and Project Partners. The Consultant Team will prepare a draft ER section and finalize formatting based on comments.
5. **ER Section 4, Source Wastewater:** The Consultant Team will develop this draft ER section based on data, information and existing documents provided by LASAN WRD and finalize based on comments.
6. **ER Section 5, Pathogenic Microorganism Control:** The Consultant Team will develop information related to pilot testing results and format draft section prepared by LASAN WRD and Project Partners into a draft ER section and finalize formatting based on comments.
7. **ER Section 6, Response Retention Time:** The Consultant Team will compile information from existing documents provided by the LASAN and Project Partners into a draft ER section and finalize based on comments.
8. **ER Section 7, DCTWRP GWR Advanced Water Treatment Facility (AWPF) Recycled Water Quality:** Consultant Team expert partnered with LASAN WRD and Project Partners will prepare draft components for this section. The Consultant Team expert will develop the components associated with other Basin Plan objectives and relevant constituents. This includes identification of relevant objectives not already addressed as well as the anticipated effluent water quality. The Consultant Team will compile and format the draft components into a draft ER section and finalize based on comments.
9. **ER Section 8, Interim Ozone Demonstration:** The Consultant Team will compile information from existing documents provided by the LASAN and Project Partners into a draft ER section and finalize based on comments.
10. **ER Section 9, Soil Aquifer Treatment (SAT):** The Consultant Team will format draft section prepared by Consultant technical expert partnered with LASAN WRD and Project Partners into a draft ER section and finalize formatting based on comments.
11. **ER Section 10, Spreading Operations and Maintenance:** The Consultant Team will develop this draft ER section based on data and information provided by LASAN WRD and Project Partners and finalize based on comments.
12. **ER Section 11, SFB:** The Consultant Team will compile information from

existing documents provided by the LASAN WRD and Project Partners into a draft ER section and finalize based on comments.

13. **ER Section 12, Domestic Water Supply Projection Wells:** The Consultant Team will prepare this section based on documents and information provided by the LASAN WRD and Project Partners. The Consultant Team will prepare a draft ER section and finalize based on comments.
14. **ER Section 13, Groundwater Recharge Impacts:** The Consultant Team will compile information from existing documents provided by the LASAN WRD and Project Partners into a draft ER section and finalize based on comments.
15. **ER Section 14, Proposed Monitoring and Reporting Program:** The Consultant Team will prepare this section based on documents and information and format draft components prepared by LASAN WRD and Project Partners. The Consultant Team will prepare a draft ER section and finalize formatting based on comments.
16. **ER Section 15, General Operations Plan:** The Consultant Team will develop information related to pilot testing results, compile and format draft components prepared by LASAN WRD and Project Partners into a draft ER section and finalize formatting based on comments.
17. **ER Appendices:** The Consultant Team will compile and format appendices provided by LASAN WRD and Project Partners as well as complete any appendices associated with the technical work completed by the Consultant Team, including development of appendix related to pilot testing results.

Task 4 – Draft and Final Draft ER

The Consultant Team will compile the draft ER and Executive Summary, sections and appendices into a draft ER. LASAN and Project Partners will utilize the Microsoft Word template that will be developed as a part of Task 3 to ensure efficient compilation of the ER. The Consultant will facilitate a comment period, compile comments, disseminate comments to the LASAN and Project Partners with assignments regarding the responsible party that needs to address the comment, and incorporate comments into a revised ER for submittal to the regulatory agencies.

Task 5 – Final Engineering Report

Based on comments received from the regulatory agencies, the Consultant Team will prepare the final ER and provide responses to comments from Regulatory Agencies.

Task 6 – Technical and Regulatory Expert Services (Fixed Allowance Item)

Consultant Team shall provide regulatory expert assistance to provide assistance for discussions with RWQCB/DDW as deemed required. Allowance item of \$75,000 shall be included for this work.

3. Terms of Engagement

The term of engagement is eighteen (18) months from the issuance date of NTP. It is

estimated that the cost ceiling for this TOS is approximately \$375,000 including 15% contingency.

4. **Solicitation Schedule** (Tentative)

- 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, 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:

- Joline Muñoz, joline.munoz@lacity.org
- Kwasi Berko, kwasi.berko@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 Billing Salary Rate Summary for the proposed candidate with all respective direct and indirect costs, markups, expenses, overhead rates and profit. (See Attachment A).
- MBE/WBE/SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization. (See Attachment A)

Note: Department of Public Works only recognizes:

- MBE/WBE certifications certified by City of LA – Bureau of Contract Administration (LABCA), LA County Metropolitan Transportation Authority (MTA), CalTrans, The Southern California Minority Supplier Development Council (SCMSDC), or Women's Business Enterprise National Council (WBENC)-WEST; and any member of California Unified Certification Program (CUCP); and
- SBE/EBE/DVBE certifications certified by LABCA or State of California – Department of General Services (CA-DGS)
- A firm can only be a MBE or WBE (not both)
- A firm with multiple certifications is acceptable (i.e. a MBE/SBE/EBE/DVBE firm will fulfill 4 of 6 required categories)

- Provide a copy of valid MBE/WBE/SBE/EBE/DVBE Certifications of MBE/WBE/SBE/EBE/DVBE subcontractors 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.
- Knowledge and understanding of the LASAN’s strategies and goals in integrated water facilities planning and related activities.
- Expert knowledge of AWPf processes.
- Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to the water Integrated Resources Plan, California Water Code Section 13523, compliance with the uniform statewide reclamation criteria, preparation of engineering report, permitting.
- Experience and proven track record with local stakeholders.
- Knowledge and understanding of City’s Recycled Water Master Plan (RWMP) activities, studies, and projects.
- 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 wastewater, recycled water, interagency projects as well as City operations and practices.
- Proven capability in conducting scientific studies and analysis supporting water and wastewater facilities.
- Ability to effectively and rapidly meet on going needs for the related stakeholder activities.

The selection of the successful firm will be based on the following criteria:

Criteria	Weighting
Capability of the Consultant Team to provide the Scope of Services as demonstrated by the solicitation response and interview.	30%
Firm’s experience as related with understanding of the issues, options, and approaches related to the California Water Code Section 13523, compliance with the uniform statewide reclamation criteria, preparation of engineering report, permitting.	20%
The value offered to the City considering cost in comparison to capabilities and experience of the project team.	15%
Project Team’s knowledge of the City facilities, procedures and practices.	15%
Project Manager’s experience, qualifications and availability.	15%
Past performance on the Pre-qualified On-Call Consultant Lists.	5%

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. The City encourages the Primes to utilize these subconsultants wherever feasible, especially MBE/WBE subconsultants.

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: Joline Munoz, Environmental Engineer, DCTWRP, (818) 778-4242, Joline.Munoz@lacity.org.

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.

