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

February 18, 2014

Electronic Mail  
File: TOS-S70-INI

To: Bureau of Sanitation Pre-Qualified On-call Contract Consultants

### **Issuance of Task Order Solicitation TOS S70 – Santa Monica Bay Best Management Practices (BMP) Strategy**

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

The deadline for the proposal submittal is **Tuesday, March 11, 2014**. If your firm is interested in this TOS, please submit the proposal to the following Bureau of Sanitation's staff via e-mail no later than 2:00 p.m. on the indicated due date:

- Thu Van Ho, [thu-van.ho@lacity.org](mailto:thu-van.ho@lacity.org)
- Hubertus Cox, [hubertus.cox@lacity.org](mailto:hubertus.cox@lacity.org)

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

Sincerely,

for, Ali Poosti, Division Manager  
Wastewater Engineering Services Division  
Bureau of Sanitation

AP:tvh

cc: Abdulsamad Danishwar  
Hubertus Cox  
Thu-Van Ho  
Wendy Dinh



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

**Pre-Qualified Sanitation On-call Consultant Services Contract**

**Task Order Solicitation for Santa Monica Bay BMP Strategy**

**February 2014**

**1. Introduction**

The Santa Monica Bay Beaches Wet Weather Bacteria TMDL (SMB Bacteria TMDL) became effective in 2003, requiring the City of Los Angeles to improve the bacteriological water quality along its shoreline according to the phased compliance schedule of this TMDL. In 2005, the City developed the Implementation Plan for the SMB Bacteria TMDL, which proposed several water quality improvement Best Management Practices (BMP) projects in Jurisdictional Groups 2 and 3 of the watershed to meet the 50% compliance milestone by the year 2013. Several of these projects have been constructed or are in progress, the shoreline water quality has in general seen an improvement over recent years, and early TMDL interim compliance milestones have been met.

The purpose of this task order is to identify opportunities for additional water quality improvement BMPs in the City area of Jurisdictional Groups 2 and 3 of the Santa Monica Bay watershed. As the overall goal is compliance with the 100% compliance milestone by 2021, these new projects should focus on improving the water quality in the sub-watersheds that currently exhibit a relatively low water quality during storm events.

**2. Scope of Services**

The scope of work includes but is not limited to:

1. Collect and review all water quality, geographic, topographic, geotechnical, groundwater, hydrological, and BMP performance data pertaining BMP site identification and BMP selection;
2. Develop BMP alternatives that will assist with meeting the 2021 compliance goals of the SMB Bacteria TMDL;
3. Establish the criteria and procedure for evaluation of BMP alternatives.
4. Develop the BMP alternatives to a conceptual level design, perform preliminary hydraulic analyses, evaluate the performance of BMP alternatives, and prepare preliminary cost estimates.

5. Select three BMPs as the preferred alternatives, prepare draft BMP concept reports, and prepare final BMP concept report incorporating City comments.
6. Conduct two 2-hour workshops to present and discuss BMP alternatives and the final selected BMPs.

### **3. Term of Engagement**

The term of engagement is six months. It is estimated that the cost ceiling for this TOS is approximately \$40,000.

### **4. Solicitation Schedule**

- Issue Task Order Solicitation .....Date 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 eight (8) pages, exclusive of cover, dividers, and resumes. Solicitation Responses shall be submitted electronically to the following BOS staff no later than 2:00 p.m. of the proposal due date to:

- Hubertus Cox, [hubertus.cox@lacity.org](mailto:hubertus.cox@lacity.org)
- Thu-Van Ho, [thu-van.ho@lacity.org](mailto: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 history of work experience with dates, and references from past employers, owners, and/or organizations.
- A proposed individual cost breakdown by task.
- A breakdown of estimated time for completion of task.
- Proposed Hourly Billing Rate Summary for the proposed candidates with all respective direct and indirect costs, markups, expenses, overhead rates, and profit (Sample Attached).
- MBE/WBE/OBE subcontractors utilized and the percent utilization (if applicable).
- Current MBE/WBE Certifications of any MBE/WBE subcontractors utilized (if applicable).
- 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 water quality regulations for Santa Monica Bay and BMP strategies for removing bacteria from stormwater discharges from the MS4.
- Knowledge and understanding of the Bureau's stormwater and watershed management strategies and goals.
- The value offered to the City comparing the candidate's cost to their capabilities and experience.

## **7. Suggested MBE/WBE Participation Levels**

The City had set anticipated participation levels (APLs) of 18 percent and 4 percent for MBE/WBE participation, respectively, for a TOS over \$100,000.

For a proposal with a cost ceiling less than or equal to \$100,000, the MBE/WBE anticipated participation levels will not apply. However, the consultant is still encouraged to utilize MBE/WBE/OBE sub-consultants wherever feasible.

## **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: Hubertus H.J. Cox, Acting Environmental Senior Engineer, Watershed Protection Division, (213) 485-3984.

## **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	LastPrime	FirstPrime	Task Manager						
PRIME FIRM	Prime	LastPrime	FirstPrime	Sr Engineer						
PRIME FIRM	Prime	LastPrime	FirstPrime	Associate Engineer						
PRIME FIRM	Prime	LastPrime	FirstPrime	Technician						
OBE FIRM NAME1	OBE	Last	First	Position						
OBE FIRM NAME2	OBE	Last	First	Position						
MBE FIRM NAME1	MBE	Last	First	Position						
MBE FIRM NAME2	MBE	Last	First	Position						
WBE FIRM NAME	WBE	Last	First	Position						

Firm Name	Status	Fee	% Fee
OBE FIRM NAME1	OBE		
OBE FIRM NAME2	OBE		
MBE FIRM NAME1	MBE		
MBE FIRM NAME2	MBE		
WBE FIRM NAME	WBE		

Summary	Total Fee (\$)	% Fee
Total OBE		
Total MBE		
Total WBE		
Prime		
Total		100%