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CALIFORNIA



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March 17, 2014

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Electronic Mail
File: TOS-S73-INI

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

Issuance of Task Order Solicitation TOS S73 – Safety Analysis for the Fueling Infrastructure and Vehicular Fueling Operation of Natural Gas (LNG and CNG) at the Solid Resources Collection Yards

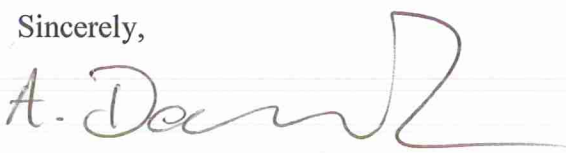
The City is soliciting responses from the entire Pre-Qualified On-Call Consultant List. Attached are details of the Task Order Solicitation (TOS) required services.

The deadline for the proposal submittal is **Monday, April 14, 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:

- Bernadette Halverson (SRSSD), Bernadette.Halverson@lacity.org
- Thu-Van Ho (WESD), thu-van.ho@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

c: Javier Polanco
Debbie Pham
Bernadette Halverson
Abdulsamad Danishwar
Thu Van Ho



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

Pre-Qualified Sanitation On-call Consultant Services Contract

**Task Order Solicitation:
Safety Analysis for the Fueling Infrastructure and
Vehicular Fueling Operation of Natural Gas (LNG and CNG)
at the Solid Resources Collection Yards
TOS-S73**

March 2014

1. Introduction

The Bureau of Sanitation (LASAN) implemented a Clean Fuel Program in 2000 to convert its fleet of diesel-powered solid resources collection vehicles to operate on clean fuel natural gas. LASAN currently operates one of the largest municipal clean fuel fleets in the country with over 500 natural gas powered collection vehicles in operation, including those equipped with liquefied natural gas (LNG), compressed natural gas (CNG), and dual-fuel (85% LNG and 15% ultra-low sulfur diesel) engines.

To support the deployment of clean fuel collection vehicles, LASAN is operating natural gas fueling stations at 4 different locations, with combined on-site storage capacity exceeding 200,000 gallons of LNG. These stations are equipped to provide fueling to LNG and CNG powered vehicles. For LNG fueling, LASAN employs dedicated fuelers.

All four LASAN's natural gas fueling facilities are in full compliance with all applicable federal, state, and local regulations. In addition, all fuelers are required to attend multi-tier training, including on-board vehicular LNG storage tanks and LNG fueling station operation conducted by equipment providers prior to their assignment.

This TOS is to provide technical assistance to the Bureau of Sanitation, Solid Resources Support Services Division to recommend safety improvements to the design, operation and maintenance of the natural gas (LNG and CNG) fueling infrastructure and vehicular fueling operation at the Solid Resources Collection Yards.

2. Scope of Services

Qualified consultant safety engineer is needed to provide the following services:

- Conduct safety analysis for the LNG/CNG fueling infrastructure (e.g., fueling facilities, onboard fuel tanks, etc.) to identify existing and potentially hazardous conditions or unsafe practices.

- Review and evaluate the standard operating procedures for LNG/CNG fuel uploading, storage and dispensing, maintenance of onboard LNG/CNG fuel tanks, and other related equipment to ensure compliance with occupational health and safety laws and regulations.
- Develop recommendations to improve the current design of the fueling infrastructure and operational practices to enhance safety.
- Consult with equipment providers and revise employee training programs to promote safety consciousness, and establish reporting devices to measure effectiveness.
- Review and modify accident prevention plans, and develop additional measures to enhance safety.
- Draft additional safety and accident prevention policies and procedures related to LNG/CNG uploading, storage, and dispensing operations.
- Identify other areas requiring research and/or analysis to enhance safety.

Safety Engineer Minimum Experience Requirement:

- At least 4 years of experience working in safety engineering field with a minimum of 2 years of direct experience in LNG/CNG fueling operation
- Knowledge of unfired miniature pressure vessels, transport pressure vessels, and pressure relief devices.
- Knowledge of the general design, safety standards, and operational characteristics of LNG/CNG fueling system (including onsite fuel storage tanks and onboard fuel tanks).
- Ability to identify flaws/deficiencies in standard operating procedures and to inspect, analyze, and detect hazards in operation, including vehicular natural gas fueling operation and maintenance/repair activities.
- Knowledge of hazards and other safety aspects related to the use of LNG (a cryogenic liquid) and CNG (a pressurized gas) as transportation fuels.
- Knowledge of additional effective measures that can be implemented to prevent accidents and to mitigate risks related to the use of LNG and CNG as transportation fuels.
- Knowledge of the Federal, State and local laws and regulations, including 49CFR Part 193 LNG Facilities Federal Safety Standards, NFPA 59A Standard for the Production, Storage, and Handling of LNG, NFPA 57 Standard for LNG Vehicular Fuel Systems, NFPA 52 CNG Vehicular Fuel Systems Code, CCR, Title 8, Chapter 4, Subchapter 1, Article 7 Compressed and Liquefied Natural Gas Systems (Sections 523-544), and others related to employee safety, accident prevention, and occupational health in LNG and CNG fueling operation.

3. Term of Engagement

The term of engagement is 9 months. It is estimated that the cost ceiling for this TOS is not to exceed \$95,000.

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 ten (10) pages, exclusive of cover, dividers and resumes. Solicitation responses shall be electronically submitted to the following Bureau's staff no later than 2:00 pm of April 14, 2014:

- Bernadette Halverson (SRSSD), Bernadette.Halverson@lacity.org
- Thu-Van Ho (WESD), thu-van.ho@lacity.org

Solicitation responses shall include:

- Resume of candidate (s) demonstrating that the candidate is capable of meeting the requirements of the Scope of Work.
- Proposed Hourly Billing Rate Summary for the proposed candidate(s) 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.
- Provide a valid MBE/WBE Certifications of MBE/WBE subcontractors utilized, if applicable.

6. Selection Criteria

The selection team will evaluate the proposals with the following criteria:

- Capability and experience in providing the services.
- Knowledge and work experience associated with LNG/CNG storage and fueling operations.
- The value offered to the City considering cost in comparison to capabilities and experience of the candidates/firm.
- Familiarity with the Bureau's Clean Fuel Program for its solid resources collection fleet.

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 TOS over \$100,000.

For proposal with cost ceiling of 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: Bernadette Halverson, Project Manager, Solid Resources Support Services Division, (213) 458-2364.

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%