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CALIFORNIA



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May 5, 2014

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File: TOS-S77-INI

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

### **BUREAU OF SANITATION (BOS) PRE-QUALIFIED ON-CALL CONTRACT SERVICES ISSUANCE OF TOS S77 – TRASH TMDL STUDY FOR DETERMINATION OF EFFECTIVENESS OF ALTERNATIVE CATCH BASIN DEFLECTION/RETENTION PRODUCTS**

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 pre-proposal meeting for this TOS will be held on May 12, 2014, from 10 AM to 11:30 AM, at 1149 South Broadway Street, Los Angeles, CA 90015, 10<sup>th</sup> floor, Conference room C. All of questions regarding this TOS must be submitted to the Task Manager, Alfredo Magallanes, before or at the meeting.

The deadline for the proposal submission is **May 23, 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:

- Alfredo Magallanes, [alfredo.magallanes@lacity.org](mailto:alfredo.magallanes@lacity.org)
- Thu-Van Ho, [thu-van.ho@lacity.org](mailto: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  
Bureau of Sanitation

AP:tvh

c: Abdulsamad Danishwar, WESD  
Thu-Van Ho, WESD

Shahram Kharaghani, WPD  
Alfredo Magallanes, WPD  
Emeverto Cheng, WPD

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

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

**Task Order Solicitation (TOS) S77 for  
Trash TMDL Special Study for the Determination of Effectiveness of Alternative Catch Basin  
Deflection/Retention Products**

**May 2014**

**1. Introduction**

In compliance with the Federal Clean Water Act and existing consent decree between the U.S. EPA and environmental groups, the Los Angeles Regional Water Quality Control Board (RWQCB) approved the Trash TMDL for the LA River watershed on September 19, 2001 and subsequent Trash TMDLs for Ballona Creek, Santa Monica Bay, and Machado Lake watersheds. Beginning in 2003, the City was mandated by these Trash TMDLs to reduce ten percent per year the City's trash contribution to the waterbodies for a ten-year period, with a zero trash discharge to be achieved by 2015.

In 2004, the City performed pilot studies to assess the performance of two trash capture devices: a catch basin (CB) stainless steel insert with 5 millimeter (mm) openings, and a catch basin stainless steel opening retractable screen cover. Study results indicated that the 5 mm inserts were 100 percent effective in preventing the trash generated from a one-year, one-hour storm event from entering the storm drain. The RWQCB subsequently approved the inserts as "full capture systems." The effective performance of the catch basin opening retractable screen covers were rated as 86 percent in preventing trash from entering the storm drain system and have been acknowledged as "partial capture systems". The City as of 2014 has installed approximately 38,000 CB retractable screens and 10,000 CB inserts at a cost of \$73 million to meet the regulatory compliance milestones. Many of these installed products will be reaching their service life within the next five years and will require replacement.

It has become evident that since 2004 to the present, in the course of 10 years, alternative catch basin structural technologies for trash abatement have evolved. Evident as well is the need for the City to develop a systematic program to plan replacement of these structural devices as their useful life comes to an end. The Watershed Protection Division has determined that various products are now available that appear to achieve the same results as those installed and appear to be more cost effective as well as being proactive to maintain its Trash TMDL compliance.

**2. Scope of Services**

The Bureau is soliciting a qualified consultant firm to assess alternative catch basin technologies for trash abatement to meet the RWQCB criteria of "full capture systems" and "partial capture

systems” through special/pilot studies. This work shall include, but is not limited to: performing expert analyses and reviews of available trash abatement products, preparing and conducting special/pilot studies to verify manufacture claims, ALL labor and services for data collection and disposal of trash, and preparing/conducting necessary assessments to verify hydraulic properties of these trash abatement products. The Bureau requests the catch basin opening screen cover (plastic design) manufactured by BuildIt Engineering Company (3074 N. Lima St., Burbank, CA 91504; 818.244.6666 x21) be the product be evaluated in the special study, but encourages the consultant to evaluate others if within the budget.

The Bureau will provide a drainage area to be used for the evaluation of the products. The drainage area will be upstream of an existing hydrodynamic device that will have approximately 28 catch basins in the drainage area. Consultant is hereby made aware that these hydrodynamic devices are in high traffic areas and have a large detention volume and ALL services to obtain data shall be included in the proposal.

The qualified consultant shall also provide support services for engaging and obtaining input from the RWQCB in the review of new documents and other activities, related to the development, review, and analysis of trash abatement products including but not limited to special studies, team meetings, and other activities. Such support services shall be on an as-needed and as-directed basis.

Additionally, the Bureau would require the qualified consultant firm to develop and implement, GIS-based, a systematic program to facilitate replacement planning of Trash TMDL structural devices throughout the City. The Bureau will be providing its existing record keeping files as the basis to initiate such a program. This work shall include, but is not limited to: preparation of a concept approach report, development of a GIS-based application for planning of future work, and implementation of the GIS-based application.

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

**Task 1:** Prepare and conduct special/pilot study to assess alternative trash abatement product(s) during a twelve month period as to include a “dry” and “wet” season:

- a. Prepare criteria for the selection of product(s);
- b. Prepare a draft and final study protocol detailing how the objective of meeting RWQCB requirements will be addressed;
- c. Provide all services, labor and equipment, for the collection of data; and
- d. Prepare a draft and final study report.

Deliverables:

- Criteria for Product Selection;
- Draft and Final Study Protocol;
- All field data collected in Excel format; and
- Draft and Final Study Report.

**Task 2:** Prepare and conduct necessary assessment to verify hydraulic properties of the trash abatement products being evaluated as part of Task 1.

- a. Prepare a draft and final study protocol detailing how the objective will be addressed;
- b. Provide all services, labor and equipment, for the collection of data; and
- c. Prepare a draft and final study report.

Deliverables:

- Draft and Final Study Protocol;
- All field data collected in Excel format; and
- Draft and Final Study Report.

**Task 3:** Develop and implement, GIS-based, a systematic program to facilitate replacement planning of Trash TMDL structural devices throughout the City:

- a. Prepare a draft and final protocol detailing how the objective will be achieved;
- b. Provide all services, labor and equipment, for development and implementation of program; and
- c. Prepare a draft and final report.

Deliverables:

- Draft and Final Protocol;
- Implementable and functioning program; and
- Draft and Final Report.

**Task 4:** Provide as-needed support to meet the Trash TMDL regulatory compliance milestones.

Deliverables:

- Support services for regulatory compliance including but not limited to facilitation and coordination with RWQCB, as directed.
- Other specialized and technical services to support on-going needs for Trash TMDL compliance, as directed.

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

The term of engagement is until June 30, 2015. It is estimated that the cost ceiling for this TOS is approximately \$149,000.

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

- Alfredo Magallanes, [alfredo.magallanes@lacity.org](mailto:alfredo.magallanes@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 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/OBE subcontractors utilized and the percent utilization.
- Provide a valid MBE/WBE Certifications of MBE/WBE 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.
- Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to the Trash TMDL as it relates to stormwater activities.
- Knowledge and understanding of the Bureau’s strategies and goals in stormwater BMP planning and related activities.
- Experience and proven track record with local stakeholders.
- Familiarity and understanding of Trash TMDL 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 stormwater as well as City operations and practices.
- Proven capability in conducting scientific studies and analysis supporting stormwater BMP planning.
- Ability to effectively and rapidly meet on going needs for the related stakeholder activities.

**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: Alfredo Magallanes, Acting Sr. Environmental Engineer, Watershed Protection Division, (213) 485-3958.

**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%