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CALIFORNIA



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May 6, 2014

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

Electronic Mail
File: TOS-S78-INI

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

BUREAU OF SANITATION (BOS) PRE-QUALIFIED ON-CALL CONTRACT SERVICES ISSUANCE OF TOS S78 – REMEDIATION OF NEIS DIVISION STREET SHAFT SITE

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 will be held on Thursday, May 15, 2014, from 10:00 A.M to 11:30 A.M., in IWMD Conference Room #1 at 2714 Media Center Drive, Los Angeles, CA 90065. Questions regarding this TOS must be submitted prior to or at the meeting to the Task Manager, Stephanie Roberts.

The deadline for the proposal submission is **May 27, 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:

- Stephanie Roberts, Stephanie.roberts@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,

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

AP:fl

c: Abdulsamad Danishwar
Thu-Van Ho
Stephanie Roberts

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

Pre-Qualified Sanitation On-call Consultant Services Contract

**Investigation and Remediation of North East Interceptor Sewer Division Street
Shaft Site**

March 2014

1. Introduction

The property at 2110 North San Fernando Road, Los Angeles, CA 90065 is owned by the City of Los Angeles and was purchased for use as a tunneling shaft site during the first and second phases of construction of the North East Interceptor Sewer (NEIS). The property was acquired in 2001 from Profile Plastics. Profile Plastics performed powder coating, spray plating, phosphate cleaning of parts and finishing. Waste products from the activities at the site contained certain chlorinated Volatile Organic Compounds (VOCs), most notably PCE (Tetrachloroethylene) and TCE (Trichloroethylene).

The adjoining property directly to the west of the NEIS Division Street Shaft Site is currently owned by the Los Angeles Unified School District (LAUSD). LAUSD purchased the property in 2007, and under the direction of the DTSC, remediated the property prior to constructing a high school on the site. In 2010, LAUSD filed a claim against the City which alleged that VOCs in the soil gas on the City property had migrated onto the school property. The City settled the LAUSD claim, and agreed to perform VOC remediation for the soil and soil gas at the former Profile Plastics site. The City conducted several environmental studies at the site, and has been operating a Soil Vapor Extraction (SVE) System for VOC remediation since 2011. In addition to the soil gas remediation, the Regional Water Quality Control Board ordered the City to install groundwater monitoring wells and conduct semi-annual sampling events.

All work performed to-date has been performed as part of Task Order 2A. BOS would like to issue a new Task Order to a consulting firm on BOS' on-call list to provide support and complete the project.

2. Scope of Services

The City is seeking a consultant who will:

Task 1- Continue to operate SVE System

- Provide a qualified expert familiar with the geographical area, the major contaminants on site and SVE concepts and operation
- Perform all O&M on the SVE system

Deliverables:

- a) Reduce VOCs in soil gas to asymptotic levels
- b) Conduct quarterly soil gas sampling and data collection, analyzation, report preparation and reporting

Task 2- Install Additional Groundwater Monitoring Wells

- Install additional groundwater monitoring wells at either 45 ft bgs or 65 ft bgs (if necessary)

Deliverables:

- a) Well installation, construction and development reports

Task 3-Semi-Annual Groundwater Sampling and Collection

Deliverables:

- a) Collect groundwater samples from eight (8) wells
- b) Produce semi-annual groundwater sampling reports
- c) Upload reports to Geotracker

Task 4-Perform site closure field activities

- Provide the personnel and equipment to advance approximately ten (10) soil borings
- Collect soil samples
- Analyze samples

Deliverables:

- a) Soil and soil gas closure report

Task 5- Human Health Risk Assessment

Deliverables:

- a) Site Specific Human Health Risk Assessment Report

Task 6-Meetings

- Provide a qualified fate and transport expert, with experience in conducting fate and transport investigations in soil and groundwater, and working on high profile projects under Government oversight to serve as an expert for the City.

Deliverables:

- a) Attend meetings with the City and government oversight bodies
- b) Provide technical expertise and support

3. Term of Engagement

The term of the engagement will be fifteen months.

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 electronically submitted to the following Bureau’s staff no later than 2:00 pm of proposal due date to:

- Stephanie Roberts, Stephanie.roberts@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/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 soil vapor extraction systems.
- Experience and expert knowledge of remediating the specific contaminants present at the site.
- Experience and proven track record with regulatory and oversight bodies.
- Familiarity and understanding of groundwater hydrology and contaminants in the region.
- Familiarity and understanding of closure activities for contaminated sites.

- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.

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: Stephanie Roberts, Civil Engineering Associate, Wastewater Engineering Services Division, (323) 342-6201.

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						

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

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		