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CALIFORNIA



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

May 18, 2016

ELECTRONIC MAIL

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

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACTS RE-ISSUANCE OF TOS SN-61 – SPECIALIZED SUPPORT FOR THE GENERATION OF DATA REQUIRED BY THE COORDINATED INTEGRATED MONITORING PROGRAMS (CIMPs)

LA Sanitation (LASAN) is soliciting responses from 25 Prime Consultants on the On-Call Consultant List again. Attached are details of the Task Order Solicitation (TOS) required services. Please note that LASAN has been revised the TOS title and the scope of work.

The pre-proposal meeting for this TOS will be held on:

Date and Time: Monday, May 23, 2016, from 10:00 A.M. to 11:00 A.M.
Location: 2714 Media Center Drive, Los Angeles, CA 90065
2nd Floor, MTC Conference Room A (Lakers Room)

All questions regarding this TOS must be submitted in writing via email to Ms. Vivian Marquez and her staff, Mr. Zora Baharians, before or at the meeting.

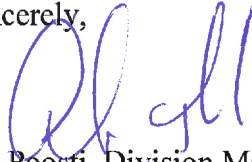
The deadline for proposal submittal is Monday, June 6, 2016, before 2:00 P.M. If your firm is interested in this TOS, please submit proposal via e-mail on the indicated due date to the following LASAN's staff:

- Vivian Marquez, vivian.marquez@lacity.org
- Zora Baharians, zora.baharians@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,



Ali Poosti, Division Manager
Wastewater Engineering Services Division
LA Sanitation

AP:tvh

Attachment: Details of required services for TOS SN-61.

- c: Abdul Danishwar, WESD
- Scott Hare, WESD
- Thu-Van Ho, WESD
- Vivian Marquez, WPD
- Jon Ball, WPD
- Zora Baharians, WPD

**City of Los Angeles
Department of Public Works
Bureau of Sanitation (LASAN)**

Pre-Qualified Sanitation On-call Consultant Services Contract

Task Order Solicitation (TOS) SN-61 for

***SPECIALIZED SUPPORT FOR THE GENERATION OF DATA REQUIRED BY THE
COORDINATED INTEGRATED MONITORING PROGRAMS (CIMPs)***

May 2015

1. Introduction

The City of Los Angeles Department of Public Works Bureau of Sanitation (City or LASAN) acts as the lead implementing agency for the development of the Enhanced Watershed Management Program (EWMP) and the Coordinated Integrated Monitoring Program (CIMP) for the Ballona Creek Watershed Management Group (BCWMG), the Dominguez Channel Watershed Management Area Group (DCWMAG), the Upper Los Angeles River Watershed Management Group (ULARWMG), and the Santa Monica Bay Jurisdictions 2 and 3 (SMB J2/3 WMG) Watershed Management Group, and Santa Monica Bay Jurisdiction 7 Watershed Management Group (SMB J7 WMG).

On June 27, 2014, the City, on behalf of the watershed management groups, submitted the Draft CIMPs to the Los Angeles Regional Water Quality Control Board (Regional Board). These CIMPs are intended to satisfy the requirements of Attachment E of the MS4 Permit, the Monitoring and Reporting Program (MRP). The MRP requires that these groups must initiate their Final CIMPs within 90 days following approval by the Executive Officer of the Regional Board.

The CIMPs entail that the watershed management groups must implement monitoring at 36 water quality monitoring stations within the four major watersheds of the City. LASAN has reviewed the monitoring requirements for each site and determined that 25 of these sites require specialized technical support in order to fully comply with the CIMPs.

LASAN seeks assistance from the on-call consultant to develop and implement a strategy for generating high-quality data at these 25 monitoring sites. Technical support services may also be utilized at additional CIMP monitoring locations on an as-needed basis.

2. Scope of Services

LASAN is soliciting a qualified consultant firm to develop and implement a strategy for the generation of data at 25 monitoring sites to comply with CIMP requirements. Table 1 lists information about each of the proposed sites including their locations, as well as the phased implementation schedule (Phases I through IV). The precise locations of the sites are subject to change, pending further site investigations, and/or due to amendments to the CIMPs.

Table 1. List of CIMP Monitoring Sites That Require Technical Support Services.

No.	CIMP WATERSHED	Site ID	Status	DRAIN OR WATERBODY NAME	Location	Latitude	Longitude
<i>Phase I: to be implemented by October 1, 2016</i>							
1	Ballona Creek	BC_SW_FAI	EXISTING	BI 0054 - Pico Blvd	Ballona Creek @ Fairfax Ave	34.03825	-118.36910
2	Ballona Creek	BCE_PAC	NEW	Ballona Creek Estuary	Ballona Creek Estuary at Pacific Ave	33.96311	-118.45284
3	Dominguez Channel	DOM-OF-01	EXISTING	DDI 8 Outfall at DC	Crenshaw and 132nd St	33.91268	-118.32604
4	Upper Los Angeles River	LAR_03_SW_COL	NEW	BI 9506 U01	LA River Reach 3	34.13668	-118.27477
5	Upper Los Angeles River	RH_SW_ROB	NEW	Rubio Drain	Rubio Drain @ Robles Ave.	34.12867	-118.10036
6	Upper Los Angeles River	AS_SW_SEC	NEW	Seco St Drain	Arroyo Seco @ Seco St.	34.15511	-118.16757
7	Santa Monica Bay, J2/3	OF-SMB-1	NEW	Castlerock (Parker Mesa)	Coastline Drive and Pacific Coast Highway	34.04136	-118.56705
8	Santa Monica Bay, J2/3	OF-SMB-2	NEW	Sullivan/Mandeville Canyon Creek (confluence)	Sullivan/Mandeville Cyn Creek at Sunset Blvd	34.05987	-118.49538
9	Santa Monica Bay, J2/3	OF-SMB-3	NEW	Pico-Kenter Storm Drain	Pico-Kenter Storm Drain at Pico Blvd	34.00637	-118.49184
10	Santa Monica Bay, J2/3	OF-SMB-4	NEW	Grand Ave Storm Drain	W. Grand Ave and Vista Del Mar Blvd	33.91584	-118.42944
<i>Phase II: to be implemented October 1, 2016</i>							
11	Ballona Creek	CC_SW_LAC	NEW	BI 0273 - BI 0443 U1	Centinela Creek @ La Cienega Blvd	33.96777	-118.37057

12	Dominguez Channel	DOM-OF-02	NEW	PD 183 to Torrance Lateral	Vermont Ave south of Torrance Blvd	33.84016	-118.29151
13	Dominguez Channel	DOM-OF-03	EXISTING	Project 5246/74 to DC Estuary	Avalon Blvd (near Carson Plaza)	33.84866	-118.26445
14	Dominguez Channel	DOM-OF-04	EXISTING	Wilmington Drain	Wilmington Drain at PCH	33.79122	-118.28778
15	Dominguez Channel	DOM-RW-TL01	EXISTING	Torrance Lateral	Torrance Lateral at Main Street	33.84461	-118.27982
16	Upper Los Angeles River	LAR_06_SW_OLD	NEW	PD 0778	LA River Reach 6	34.14422	-118.63045
17	Upper Los Angeles River	VW_SW_CAN	NEW	BI 0434 Northeast Glendale	Verdugo Wash	34.18991	-118.22734
18	Upper Los Angeles River	TW_SW_BUR	NEW	BI 0091 (F1046)	Tujunga Wash	34.17019	-118.41335
Phase III: to be implemented October 1, 2017							
19	Ballona Creek	SC_SW_WAS	NEW	BI 0425 Line G-S, Culver City	Sepulveda Channel	33.99986	-118.41757
20	Upper Los Angeles River	CC_SW_LAN	NEW	BI 0073 - U1, Line C	Compton Creek	33.93540	-118.25479
21	Upper Los Angeles River	RH_SW_LER	NEW	BI 1213 - Line A	Rio Hondo	34.04217	-118.05161
22	Upper Los Angeles River	BWC_SW_MAI	NEW	BI 0169	Burbank Western Channel	34.16096	-118.30999
Phase IV: to be implemented October 1, 2018							
23	Upper Los Angeles River	LAR_02_SW_MAI	NEW	BI 0062 - Line A	LA River Reach 2	34.06720	-118.22424
24	Upper Los Angeles River	LAR_04_SW_BUE	NEW	BI 0168 - Frederic St Drain	LA River Reach 4	34.15319	-118.32545
25	Upper Los Angeles River	LAR_06_SW_WIN	NEW	BI 0477	LA River Reach 6	34.19097	-118.57072

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

Task 1: Provide technical support services to implement data generation at 25 CIMP monitoring sites.

The consultant will be required to implement data generation at the 25 sites listed in Table 1, within the term of engagement of this TOS, and according to the four phases of implementation outlined in Table 1.

The Consultant shall:

- 1) Procure all necessary permits. All permitting fees shall be paid by the Consultant, and are reimbursed through the contract. The City will not be responsible for fronting the cost of any permit fees.
- 2) Procure all necessary plans and appurtenance documents to ensure that the appropriate data are generated at each of the monitoring sites.
- 3) Provide all labor, services, and ancillary items to ensure CIMP monitoring data are provided according to schedule within the term of engagement.
- 4) Provide flow rating curves for each monitoring site for the conversion of water level readings into flow measurements (Q).
- 5) Provide, on an as-needed basis, time to meet with LASAN staff to address any questions or issues with respect to generating data at the monitoring sites.

Task 2: Provide on-going technical support services for other CIMP monitoring sites, as the need arises.

Deliverables:

- Provide high-quality monitoring data at the 25 CIMP monitoring sites (refer to Table 1) in a manner that is consistent with CIMP requirements, and is compatible with the LASAN’s existing data management systems. The City Project Manager will have the final determination as to the “high quality” status of the data. The Consultant will address any comments by the City Project Manager at its sole cost to achieve a “high quality” status.
- Provide specialized technical services for other monitoring sites on an as-needed basis, in order in support of CIMP implementation.
- Provide all permits and supporting documentation (i.e., plans, permits, rating tables, etc.) necessary to generate the monitoring data, consistent with CIMP requirements. All permit fees will be paid by the Consultant, and are reimbursed through the contract. The City will not be responsible for fronting the cost of any permit fees.

3. Term of Engagement

The term of the engagement is through December 31, 2018. It is estimated that the cost ceiling for this TOS is approximately \$1,900,000.

4. Solicitation Schedule

- Issue Task Order Solicitation Date of Cover Letter
- Receive Solicitation ResponsesAs 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 to the following Bureau’s staff via e-mail, no later than 2:00 pm of proposal due date indicated in cover letter:

- Vivian Marquez: vivian.marquez@lacity.org
- Zora Baharians, zora.baharians@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 task.
- 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/SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization.
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)
- Provide a copy of 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.
- Knowledge and understanding of the Bureau's strategies and goals in stormwater monitoring, BMP planning, and related activities.
- Proven capability in planning and implementation of stormwater monitoring approaches, especially in regard to monitoring for the Coordinated Integrated Monitoring Programs.
- Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to data generation for stormwater monitoring sites.
- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.

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.

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: Vivian Marquez, Assistant Division Manager, Watershed Protection Division, (213) 485-3928.

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									
Prime Firm	Prime									
Prime Firm	Prime									
MBE Firm Name 1	MBE									
MBE Firm Name 2	MBE									
MBE Firm Name 3	MBE									
WBE Firm Name 1	WBE									
WBE Firm Name 2	WBE									
SBE Firm Name	SBE									
EBE Firm Name	EBE									
DVBE Firm Name	DVBE									
OBE Firm Name 1	OBE									
OBE Firm Name 2	OBE									

Firm Name	Status	Fee	%Fee
MBE Firm Name 1	MBE		
MBE Firm Name 2	MBE		
MBE Firm Name 3	MBE		
WBE Firm Name 1	WBE		
WBE Firm Name 2	WBE		
SBE Firm Name	SBE		
EBE Firm Name	EBE		
DVBE Firm Name	DVBE		
OBE Firm Name 1	OBE		
OBE Firm Name 2	OBE		

Summary	Total Fee (\$)	% Fee
Prime		
MBE		
WBE		
SBE		
EBE		
DVBE		
OBE		
Total		