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WASTEWATER ENGINEERING SERVICES DIVISION

2714 MEDIA CENTER DRIVE
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FAX: (323) 342-6210
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April 10, 2019

To: On-Call Contract Consultants of LA Sanitation

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACT ISSUANCE OF TOS SN-110 – SPECIALIZED REGULATORY AND TECHNICAL SERVICES FOR MS4 PERMIT, TMDLS, AND EWMPs COMPLIANCE

LA Sanitation (LASAN) is soliciting responses from all Prime Consultants on the On-Call Consultant List. Attached are details of the Task Order Solicitation (TOS) required services. A pre-proposal meeting for this TOS will be held on:

Date and Time: Wednesday, April 17, 2019, from 9:00 A.M. to 10:00 A.M.
Location: Public Works Building, Sub-basement, Room SB-9
1149 South Broadway, Los Angeles, CA, 90015

All questions regarding this TOS must be submitted in writing via e-mail to Ms. Susie Santilena (susie.santilena@lacity.org) before or at the meeting.

For the security clearance at the building, please e-mail Ms. Susie Santilena, the names of your company and representatives, who will be attending the meeting, by Tuesday, April 16, 2019. (Please note that inviting your sub-consultants to the meeting is optional.)

The deadline for proposal submittal is **Thursday, May 9, 2019, no later than 2:00 P.M.** If your firm is interested in this TOS, please submit an electronic copy of proposal via e-mail to the following LASAN's staff:

- Mr. Hubertus Cox, hubertus.cox@lacity.org
- Ms. Wendy Dinh, wendy.dinh@lacity.org
- Ms. Susie Santilena, susie.santilena@lacity.org
- san.oncall@lacity.org

Should you decide not to submit a proposal, a negative response is requested with a brief explanation of the reason. Your decision for not to submit a proposal will not affect your eligibility for future work.

\\82MTCFS1\Div Files\On-Call Contracts\New Oncall 2014-19\ TOS SN-110_Reg Tech MS4 TMDL EWMP \INITIATION

zero waste • one water

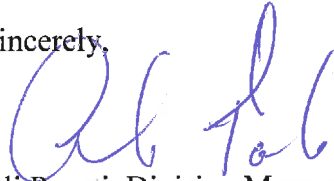
AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Recyclable and made from recycled waste



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

Sincerely,



Ali Poosti, Division Manager
Wastewater Engineering Services Division
LA Sanitation and Environment

TVH/AP:tvh

Attachment: Copy of the scope of services

c: Cyrus Gilani, WESD
Scott Hare, WESD
Thu-Van Ho, WESD
Shahram Kharaghani, WPD
Hubertus Cox, WPD
Wendy Dinh, WPD
Susie Santilena, WPD
Marisol Ibarra, WPD

City of Los Angeles
Department of Public Works

LA Sanitation On-call Consultant Services Contract

**Task Order Solicitation (TOS) SN-110 for
*Specialized Regulatory and Technical Services for MS4 Permit, TMDLs, and EWMPs Compliance***

April 2019

1. Introduction

The Watershed Protection Program (WPP) of LA Sanitation and Environment (LASAN) is charged with compliance with the NPDES Municipal Separate Storm Sewer System Permit (MS4 Permit) and Total Maximum Daily Loads (TMDLs) through the implementation of five Enhanced Watershed Management Programs (EWMPs) and one Watershed Management Program (WMP).

The Clean Water Act requires the development of TMDLs for water bodies that do not meet applicable water quality standards. TMDLs define the allowable load of a specific pollutant or group of pollutants from the MS4 and other sources of pollution that can be discharged to the receiving water body without impacting the beneficial use of that water body. The Los Angeles Water Board has approved 22 TMDLs for the five watersheds that comprise the City of Los Angeles: Santa Monica Bay, Los Angeles River, Ballona Creek, Dominguez Channel, and Marina del Rey. Several TMDLs have final compliance milestones by 2021. Additional TMDLs for the watersheds are anticipated. Following the adoption of a TMDL, TMDLs become enforceable after incorporation into the MS4 Permit.

The latest MS4 Permit became effective in December 2012, and it differs from previous permits in that sets more stringent requirements including numerical standards for MS4 discharges into receiving waters. All 22 TMDLs have been incorporated into the MS4 Permit. The Los Angeles Water Board has begun its process for renewing the MS4 Permit, which is anticipated by the end of 2019 or early 2020.

The EWMPs and WMP were developed with approximately 30 co-permittees in the City's watersheds, environmental organizations, and other stakeholders. The EWMPs and WMP identify the watershed control measures for meeting the requirements the MS4 Permit and TMDLs, and a schedule for implementation to meet the compliance milestones. The estimated cost for the City's compliance with the 2012 MS4 Permit and the 22 TMDLs is \$7.3 billion. Voter approval of Measure W (Safe, Clean Water Program) on November 6, 2018, will provide a revenue source for stormwater projects that will improve water quality and work towards achieving compliance of the water quality priorities within the City's watersheds.

The regulatory landscape of water quality regulations will face significant changes over the next three years. For LASAN and the WPP to prepare for these changes, WPD is requesting specialized regulatory services in the following three areas:

- Assist the WPP with the negotiations of the new MS4 Permit with the Los Angeles Water Board, environmental organizations, and co-permittees.
- Assist the WPP with revisions of the EWMPs for the Ballona Creek watershed and Santa Monica Bay Jurisdictions 2 and 3 by conducting the Reasonable Assurance Analysis (RAA).
- Assist the WPP with developing a strategy for and the negotiations with Los Angeles Water Board to address the 2021 final compliance milestones of the Santa Monica Bay, Ballona Creek, and Marina del Rey watersheds.

The City has maintained compliance with water quality regulations through the implementation of watershed control measures and the negotiation and implementation of TMDL Time Schedule Orders and EWMP Time Extensions. The increasing number of water quality regulations, the need for RAA modeling support, and time constraints posed by these regulations call for specialized and expert services to ensure that the implementation and compliance requirements will continue to be met. Additionally, such expert services will support LASAN in its efforts to identify and develop innovative and effective solutions and strategies for water quality compliance through site specific studies, effective partnership with its communities, environmental groups, regulatory agencies, and other stakeholders, compliance planning, and tracking.

2. Scope of Services

Consultant will provide the following services:

Task 1 – MS4 Permit Renewal

Provide expert regulatory and technical support in the development of the new MS4 Permit by reviewing the existing permit and proposed changes, preparing recommendations, and developing strategies for negotiations with Los Angeles Water Board, environmental organizations, co-permittees, and others. Anticipated deliverables include but are not limited to:

- Prepare technical memos for WPP and LASAN management.
- Prepare for, facilitate, and attend meetings and workshops with Los Angeles Water Board and others as directed by WPP.
- Prepare agendas, meeting materials, presentations, and meeting minutes for all meetings.

Task 2 – EWMP Revisions

Conduct RAAs for the EWMPs of the Ballona Creek watershed and Santa Monica Bay Jurisdictions 2 and 3 and provide regulatory support to WPP staff for revising those EWMPs in accordance with MS4 permit requirements. Provide regulatory support to WPP staff by identifying cost-effective strategies for water quality compliance. Deliverables include but are not limited to:

- Prepare technical memos with recommend strategies for revising the EWMPs for the Ballona Creek watershed and Santa Monica Bay Jurisdictions 2 and 3.

- Revise the RAAs for the Ballona Creek watershed and Santa Monica Bay Jurisdictions 2 and 3 for inclusion into the revised EWMPs.
- Provide a functional RAA computer model that can easily be managed by WPD staff after training by the Consultant.
- Prepare for, facilitate, and attend meetings and workshops with Los Angeles Water Board and others as directed by WPP.
- Participate in monthly or bi-monthly Watershed Management Group meetings as directed by WPP.

Task 3 – 2021 Final TMDL Compliance Milestones

Provide expert regulatory and technical support for compliance strategies to obtain extensions for the following emerging compliance milestones:

- Santa Monica Bay: The TMDLs for bacteria, Dichlorodiphenyltrichloroethanes (DDTs) and Polychlorinated Biphenyls (PCBs), and the EWMP.
- Ballona Creek; The TMDLs for bacteria, metals, and toxic pollutants, and the EWMP.
- Marina del Rey: The TMDLs for bacteria and toxics, and the EWMP.

The goal of these regulatory extensions is to reduce the City’s liability for enforcement actions by the Los Angeles Water Board and third-party lawsuits. Compliance strategies for extensions may include amendments of water quality regulations (TMDLs, MS4 Permit, and Basin Plan) and should address funding by anticipated revenues from Measure W. Deliverables include but are not limited to:

- Prepare technical memos for WPP and LASAN management, including recommendations for special studies in support of regulatory relief.
- Prepare for, facilitate, and attend meetings and workshops with Los Angeles Water Board and others as directed by WPP.
- Prepare agendas, meeting materials, presentations, and meeting minutes for all meetings.

3. Term of Engagement and Cost Estimate

The term of engagement is three (3) years from the issuance date of NTP. It is estimated that the cost ceiling for this TOS is approximately \$975,000.

4. Solicitation Schedule

- Issue Task Order Solicitation Date of Cover Letter.
- Receive Solicitation Responses.....As indicated in Cover Letter.
- Conduct Interviews if necessary.....6 weeks after issuance of TOS.
- Select and Negotiate.....8 weeks after issuance of TOS.
- Issue Task Work Order.....12 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:

- Hubertus Cox, hubertus.cox@lacity.org
- Ms. Wendy Dinh, wendy.dinh@lacity.org
- Ms. Susie Santilena, susie.santilena@lacity.org
- san.oncall@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 Billing Salary Rate Summary for the proposed candidate with all respective direct and indirect costs, markups, expenses, overhead rates and profit. (See Attachment A).
- MBE/WBE/SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization. (See Attachment A)

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)
- A firm can only be a MBE or WBE (not both)
- A firm with multiple certifications is acceptable (i.e. a MBE/SBE/EBE/DVBE firm will fulfill 4 of 6 required categories)
- Provide a copy of valid MBE/WBE/SBE/EBE/DVBE Certifications of MBE/WBE/SBE/EBE/DVBE subcontractors utilized.
- Statement pertaining to the candidate's availability.

6. Solicitation Response Requirements

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 extensive work experience associated with the understanding of the issues, compliance requirements, and approaches related to the Clean Water Act, MS4 Permit for Los Angeles County, and the TMDLs in Southern California.

- Thorough knowledge and understanding of LASAN strategies and goals in TMDL development, implementation and compliance, and other water quality related activities.
- Expert knowledge of the City's EWMPs/WMPs and the ability to conduct extensive hydrological and water quality modeling required for the RAAs.
- Ability to effectively communicate complex technical and regulatory issues to staff, management, and City officials.
- Value offered to the City considering the cost in comparison to capabilities and experience of the candidates.
- Expert knowledge and experience in TMDL and water quality issues in relation to storm water and wastewater, as well as City facilities, operations and practices.
- Ability to effectively and rapidly meet ongoing needs for TMDL and water quality related stakeholder activities. Expert knowledge and experience in community engagement.
- Resources to meet tight deadlines, and flexibility to respond to WPP and LASAN management directions.

7. Suggested MBE/WBE/SBE/EBE/DVBE 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. The City encourages the Primes to utilize these sub-consultants whenever possible.

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: Hubertus Cox, Assistant Division Manager, 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.

ATTACHMENT A

COST REIMBURSEMENT - BILLING SALARY RATE BASIS										
Firm Name	Status	Last Name	First Name	Position	Raw Rate (\$/hr)	Approved Overhead Rate	Profit	Billing Rate (\$/hr)	Effective Date	Note
Prime Firm	Prime									
Prime Firm	Prime									
Prime Firm	Prime									
Subcontracting Firm Name 1	MBE/SBE/EBE									
Subcontracting Firm Name 2	WBE/SBE/EBE									
Subcontracting Firm Name 3	MBE/SBE									
Subcontracting Firm Name 4	WBE/SBE									
Subcontracting Firm Name 4	SBE/EBE/DVBE									
Subcontracting Firm Name 5	SBE/EBE									
Subcontracting Firm Name 6	OBE									
SUMMARY										
Firm Name	Status	Fee	%Fee							
Prime										
Subcontracting Firm Name 1	MBE/SBE/EBE									
Subcontracting Firm Name 2	WBE/SBE/EBE									
Subcontracting Firm Name 3	MBE/SBE									
Subcontracting Firm Name 4	WBE/SBE									
Subcontracting Firm Name 4	SBE/EBE/DVBE									
Subcontracting Firm Name 5	SBE/EBE									
Subcontracting Firm Name 6	OBE									
Total Direct Labor Cost of the Prime										
Total Subcontract Expenses										
5% Administrative Fee (markup)										
Other Direct Costs (with no markup)										
Total Task Order Amount										
Total Subconsultant Participation										
Pledged	MBE	WBE	SBE	EBE	DVBE	OBE				
% of Total Task Order	%	%	%	%	%	%				
\$ Amount	\$	\$	\$	\$	\$	\$				