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2714 MEDIA CENTER DRIVE
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November 5, 2019

To: On-Call Contract Consultants of LA Sanitation

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACT ISSUANCE OF TOS SN-117 – CITY OF LOS ANGELES CLOSED LANDFILLS POST- CLOSURE MAINTENANCE UPDATES (TITLE 27)

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. There is no pre-proposal meeting for this TOS.

All questions regarding this TOS must be submitted in writing via e-mail to Mr. Raymond Olivares, raymond.olivares@lacity.org, by Friday, November 8, 2019, before 12:00 P.M.

The deadline for proposal submittal is **Friday, November 22, 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:

- John Hamilton, john.cobb.hamilton@lacity.org
- Raymond Olivares, raymond.olivares@lacity.org
- Thu-Van Ho, 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.

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

\\82MTCFS1\Div Files\On-Call Contracts\New Oncall 2014-19\ TOS SN-117 - Landfill Post Closure Maintenance Updates\

zero waste • one water

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Recyclable and made from recycled waste



AP/TVH:tvh

Attachment: Copy of the scope of services

c: Khalil Gharios, SRPCD
Miguel Zermeno, SRPCD
John Hamilton, SRPCD
Raymond Olivares, SRPCD
Lenise Marrero, WESD
Cyrus Gilani, WESD
Scott Hare, WESD
Thu-Van Ho, WESD
Saeeda Rafique, WESD

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

On-call Consultant Services Contract

**Task Order Solicitation (TOS) SN-117 for City of Los Angeles Closed Landfills Post-Closure
Maintenance Updates (Title 27)**

November 2019

1. Introduction

Los Angeles Sanitation and Environment (LASAN) owns five closed landfills and is required by the California Code of Regulations (CCR) Title 27: Environmental Protection to conduct Post-Closure Maintenance (PCM) for all five closed landfills. The required PCM is for a minimum of 30 years after final closure construction or until the landfills have no significant environmental impacts. PCM requires physical maintenance of the landfill sites, environmental monitoring, engineering evaluations, and assessments of the landfills.

2. Scope of Services

LASAN is soliciting for engineering consultant services to provide landfill expertise support for the PCM of the City owned landfills. The consultant will prepare PCM reports/evaluations/assessments to comply with CCR Title 27 and assist with additional technical work that cannot be performed by Solid Resources Processing and Construction Division (SRPCD). Services to include landfill assistance in permit reviews, updates to Non-Water Release Corrective Action Plans and Cost Estimates, updates to monitoring systems and stormwater program services, cover stability studies, PCM compliance analysis, settlement analysis, and future Polyfluoroalkyl substances (PFAS) requirements for all City owned landfills.

The qualified consultant is to provide the following services:

Task 1: Update the Non-Water Release Corrective Action Plans and Cost Estimates (NWRCAP) and incorporate potential changes in site conditions for all city owned landfills.

Deliverables:

- a. A draft NWRCAP will be submitted to LASAN for comments and modifications. The approved NWRCAP will be submitted by the City to the Local Enforcement Agency (LEA) for approval. Upon LEA approval the reports will be finalized and completed.

Task 2: Update as necessary the Landfill PCM elements for compliance with CCR Title 27, California Water Code (CWC), and all other Federal, State, and Local compliance requirements for landfills in the City of Los Angeles (City).

Deliverables:

- a. Updates to groundwater monitoring, stormwater monitoring systems, cover stability studies, compliance audits, settlement analysis, and other elements of the PCM as necessary.

Task 3: Polyfluoroalkyl Substances (PFAS) Sampling and Analysis:

Deliverables:

- a. The Regional Water Quality Control Board (RWQCB) issued two orders for Bishop Canyon Landfill and Lopez Canyon Landfill for submission of a PFAS sampling/analysis plan and its execution once approved. The SRPCD and EMD will prepare a plan for the landfill PFAS sampling and should the City require help the consultant will assist the City with the plan or its execution.

3. Term of Engagement

The term of engagement is for 60 months from the issuance date of NTP. The cost ceiling for this TOS is \$174,300.

4. Solicitation Schedule (Tentative)

- 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 fifteen (15) pages, exclusive of cover, dividers and resumes. Solicitation Responses shall be submitted to the following LASAN’s staff via e-mail, no later than 2:00 pm of proposal due date indicated in cover letter:

- Miguel Armando Carrillo, miguel.carrillo@lacity.org
- Thu-Van Ho, san.oncall@lacity.org

Solicitation responses shall include:

- Resume demonstrating that the consultant 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 consultant 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)
- Provide a copy of valid MBE/WBE/SBE/EBE/DVBE Certifications of MBE/WBE/SBE/EBE/DVBE subcontractors utilized.
- Statement pertaining to the consultant(s) availability.

Department of Public Works (DPW) only recognizes:

- ❖ MBE/WBE certifications certified by:

- City of LA – Bureau of Contract Administration (LABCA);
- LA County Metropolitan Transportation Authority (MTA);
- State of California Department of Transportation (CalTrans);
- Southern California Minority Supplier Development Council (SCMSDC);
- The Supplier Clearinghouse for the Utility Supplier Diversity Program of the California Public Utilities Commission (CPUC) (recognized by the DPW since May 1, 2017);
- 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)

Note: Women’s Business Enterprise National Council – West (this certified agency is no longer recognized by DPW since April 30, 2017). The firm certified by this agency is considered OBE.

6. Evaluation Criteria

The evaluation team will evaluate proposals based on following criteria:

- Consultant Teams: 1) Experience 2) Key Personnel
- Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to the Post-Closure-Maintenance requirements under Title 27.
- Expert knowledge and experience in municipal class 3 closed landfills in relation to landfill gas and leachate. Facilities planning issues in relation to stormwater as well as City operations and practices.
- Knowledge and understanding of the LASAN’s strategic plan and goals in keeping our facilities sustainable.
- Costs propose for services.
- Proven capability in conducting scientific studies and analysis supporting stormwater facilities planning.

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. The City encourages the Primes to utilize these subconsultants wherever 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, Principal Civil Engineer, Wastewater Engineering Services Division, (323) 342-6228

The Task Manager for this designated TOS is: Miguel Armando Carrillo, Project Engineer, Solid Resources Process and Construction Division, (213) 847-3197.

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	\$	\$	\$	\$	\$	\$