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CALIFORNIA

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January 17, 2014

Electronic Mail  
File: TOS-S69-INI

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

### **Issuance of Task Order Solicitation TOS S69 – Feasibility Study for Solar Power Generation at Lopez Canyon Landfill**

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 deadline for the proposal submittal is **Friday, February 7th, 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:

- Thu Van Ho, [thu-van.ho@lacity.org](mailto:thu-van.ho@lacity.org)
- Timmie De Ramos, [timmie.deramos@lacity.org](mailto:timmie.deramos@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:fl

c: Abdulsamad Danishwar  
Timmie De Ramos  
John Hamilton  
Jonathan Zari  
Thu Van Ho



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

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

**Task Order Solicitation: Feasibility Study for Solar Power Generation at Lopez Canyon Landfill**

**January 2014**

**1. Introduction**

Lopez Canyon Landfill, located at 11950 Lopez Canyon Road in Lake View Terrace, is a class III landfill opened in 1975 and closed in 1996. The property size is 399 acres. The landfill area is 166 acres. The Bureau of Sanitation (Bureau) operates the Lake View Terrace Environmental Center on the A and B deck areas of the landfill where green material is processed and recycled.

The current Lopez Canyon infrastructure for electric power generation converts landfill gas to energy. Fortistar Methane Group owns and operates a 6 Megawatt methane power plant at Lopez Canyon. Los Angeles Department of Water and Power also own and operate 50 microturbines that have the ability to generate 1.5 Megawatts of green energy.

With the available infrastructure and acreage, it may be possible to install an environmentally friendly solar power system at the Lopez Canyon site.

**2. Scope of Services**

The Bureau is soliciting a qualified consultant firm to provide a feasibility study of solar renewable energy generation at the Lopez Canyon Landfill site in Lake View Terrace, California. This work shall include, but is not limited to: site evaluation, site-shading analysis, performing expert analyses and reviews of site operations, a solar photovoltaic (PV) system feasibility study, PV mapping and configuration analysis, an economic study, performance and efficiency study, regulation related studies, and other technical documentation from said studies, as well as providing support for meetings and stakeholder activities, and recommendations and conclusions for the feasibility of a solar power generation system at the Lopez Canyon site.

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

**Task 1:** Site visits and applicable fieldwork, data analysis of a shade study for PV systems, interviews with City of Los Angeles personnel, LADWP personnel, and Fortistar Methane Group personnel, stakeholders/community, etc.

Deliverables:

- Shade study data and analysis
- Reports/summaries and minutes of all meetings

**Task 2:** Review following documents as prepared by BOS staff:

- a. Lopez Canyon Landfill WDR, Rule 1150.1, and all regulatory permits i.e. Cal Recycle, RWQCB, etc.
- b. All other documentation available and applicable to solar feasibility.

Deliverables: Complete Solar Feasibility Report that includes (but is not limited to) the following components:

- Site Suitability Assessment
- PV System Determinations (Layout and equipment Designs)
- Economics and performance assessment of potential PV systems (Industry and technology trends)
- Financial assessment (estimated system cost including all parts and installation, maintenance, etc. and revenue)
- System Layout and Equipment Designs
- Landfill maintenance Impacts and recommended mitigations
- Environmental impacts (regulatory and community allowances)
- Executive summary, conclusions, and recommendations, etc.

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

The term of engagement is 6 months. It is estimated that the cost ceiling for this TOS is approximately \$99,999.

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

- Timmie De Ramos, [timmie.deramos@lacity.org](mailto:timmie.deramos@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 Solar Energy Facilities at landfills.
- Knowledge and understanding of the Landfill's strategies and goals in cover repair and maintenance activities.
- Experience and proven track record with similar projects.
- Familiarity and understanding of landfill activities, goals, and objectives.
- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.
- Expert knowledge and experience in PV/landfill facilities planning issues in relation to this project.
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## **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: Timmie De Ramos, Environmental Engineering Associate, Solid Resources Processing and Construction Division, (213) 847-2800.

**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%