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April 3, 2014

Electronic Mail
File: TOS-S75-INI

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

BUREAU OF SANITATION (BOS) PRE-QUALIFIED ON-CALL CONTRACT SERVICES ISSUANCE OF TOS S75 – IMPLEMENTATION OF FLEET OPTIMIZATION PROGRAM

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 for this TOS is not required. All of questions regarding this TOS will be submitted to the Task Manager, Sal Aguilar, via e-mail at sal.aguilar@lacity.org before April 17th, 2014.

The deadline for the proposal submittal is **Thursday, May 1st, 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:

- Sal Aguilar, sal.aguilar@lacity.org
- Debbie Pham, debbie.pham@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
Bureau of Sanitation

AP:tvh

c: Abdulsamad Danishwar, WESD
Thu-Van Ho, WESD
Javier Polanco, SRSSD
Debbie Pham, SRSSD
Sal Aguilar, SRSSD

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

Pre-Qualified Sanitation On-call Consultant Services Contract

**Task Order Solicitation for Implementation of Fleet Optimization Program
TOS-S75**

April 2014

1. Introduction

The Bureau of Sanitation implemented a pilot program using Zonar Systems Inspection & Automated Vehicle Locating (AVL) web applications to determine the feasibility of using: Automated Inspection system, Radio Frequency Identification (RFID), and Global Positioning System (GPS) technologies on the solid resources collection fleet to:

- improve maintenance of trucks,
- truck operator safety,
- decrease the City's liability exposure,
- provide service verification,
- improve customer service, and
- automate data collection

The geographic area represented in the pilot consisted of the northern area of the city, and is represents two solid resources collection waste-sheds; West Valley and East Valley. The pilot was very successful in determining Zonar system capabilities as applied to Sanitation's collection operations. The system automated the captured of all the following operational parameters:

- Inspection data – inspection zones (all important truck components), inspection duration, status of the inspection (Good, Non-Critical, and Critical “downing” the Truck)
- Collection Specific data – Tonnage, Delays, Start time, End Time
- Collection of Global Positioning System (GPS) locations for events such as: Arm-Lifts – container counts for the route, Roll off containers, truck axel scale reading, idle time, engine fault codes, route duration, and service verifications.

2. Scope of Services

The Bureau is soliciting a qualified consultant firm to provide as-needed support and guidance on the deployment of the Zonar and the integration of supporting technologies. This work shall include, but is not limited to: project management for the Zonar GPS service and supporting hardware, provide staffing to support all Zonar deployment activities, as well as providing support for meetings and stakeholder activities.

The qualified consultant shall also provide facilitation and support services for engaging and obtaining input from Solid Resources Support Services Division staff in the review of

documents and other activities, related to the Zonar service deployment, team meetings, and other activities. Such support services shall be on an as-needed and as-directed basis.

The following are the services to be provided to prepare and implement the Zonar service required for all trucks used in the Valley District pilot:

- a. Tracking of Zonar inspection data entered by the drivers
- b. Implementation of Operational Route Base Analysis, which entails the full digitizing collection routes using Zonar GPS data, spatial analysis of the Zonar GPS route data, and the route optimization
- c. Continue implementation of ESRI's GeoEvent Processor (GEP). The GEP component allows for the real time tracking analysis of Zonar data. The GEP service as the basis for deployment of ESRI's Operational Dashboards and Route Monitor.
- d. Brainstorm potential new policy direction on driver incentive program for 2020 instant driving feedback with visual notifications of speed, idling, and hard-braking incidents leading to increased driver safety and awareness.

Deliverables:

- Establish the Zonar service for trucks used in the pilot.

3. Term of Engagement

The term of engagement is twelve months. It is estimated that the cost ceiling for this TOS is \$149,000.00

4. Solicitation Schedule

- 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 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:

- Sal Aguilar, sal.aguilar@lacity.org
- Debbie Pham, debbie.pham@lacity.org
- Thu-Van Ho, thu-van.ho@lacity.org

Solicitation Responses shall include:

- Work experience history demonstrating that the firm is capable of meeting the requirements of the Scope of Work
- Provide a detail cost breakdown.
- 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.

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 the logistic fleet operation.
- 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: Sal Aguilar, Environmental Engineering Associate IV, Solid Resources Support Services Division, (213) 840-1774.

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%