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CALIFORNIA



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2714 MEDIA CENTER DRIVE  
LOS ANGELES, CA 90065  
FAX: (323) 342-6210  
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August 21, 2019

To: On-Call Contract Consultants of LA Sanitation

### LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACT ISSUANCE OF TOS SN-118 – KITTYHAWK AVENUE AND SLAUSON BOULEVARD GREEN STORMWATER INFRASTRUCTURE PROJECT

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. Ryan Thiha ([ryan.thiha@lacity.org](mailto:ryan.thiha@lacity.org)) by Monday, August 26, 2019, before 12:00 P.M.

The deadline for proposal submittal is **Friday, September 6, 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:

- Wing Tam, [wing.tam@lacity.org](mailto:wing.tam@lacity.org)
- Ryan Thiha, [ryan.thiha@lacity.org](mailto:ryan.thiha@lacity.org)
- [san.oncall@lacity.org](mailto: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



AP/TVH:tvh

Attachment: Copy of the scope of services

c: Shahram Kharaghani, WPD  
Wing Tam, WPD  
Ryan Thiha, WPD  
Lenise Marrero, WESD  
Cyrus Gilani, WESD  
Scott Hare, WESD  
Thu-Van Ho, WESD

City of Los Angeles  
Department of Public Works  
LA Sanitation and Environment (LASAN)

On-call Consultant Services Contract

**Task Order Solicitation (TOS) SN-118**

**for**

***Kittyhawk Avenue and Slauson Boulevard Green Stormwater Infrastructure Project***

**August 2019**

**1. Introduction**

The City of Los Angeles Sanitation and Environment (LASAN) intends to implement Kittyhawk Avenue and Slauson Boulevard Green Stormwater Infrastructure Project (Project) utilizing Green Stormwater Infrastructure (GSI) components at two locations in southern Ballona Creek watershed. The Project is a Supplemental Environmental Project (SEP) required in the Settlement Agreement (SA) between the State Water Resources Control Board (SWRCB) and LASAN Hyperion Water Reclamation Plant (HWRP) due to an unplanned discharge from HWRP's 1-mile outfall in 2015.

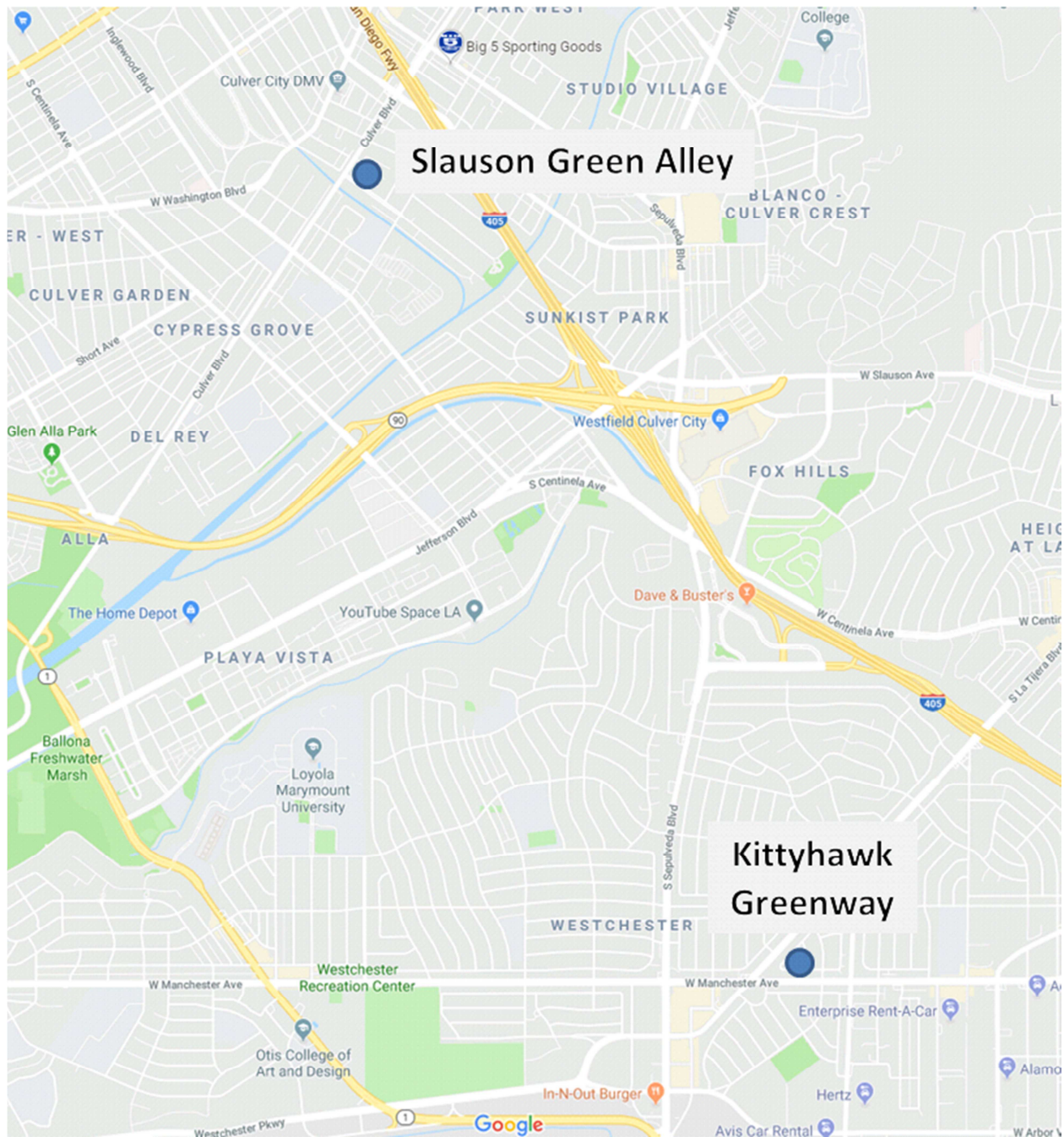
The GSI components shall include, but not limited to, infiltration systems, drywells, flow-through treatment systems, porous surfaces, and decorative and drought tolerant hardscape and landscape components. General locations of the GSI are shown in Figure 1 and described as follows:

- Kittyhawk Avenue Greenway (areas along pedestrian alley and collector streets (Kittyhawk Avenue, 85th Place, and Manchester Avenue, Figure 2))
- Slauson Avenue Green Alley (alley bounded by Slauson Avenue, Culver Boulevard, and Dawes Avenue, Figure 3)

The GSIs should capture, treat and infiltrate (or divert) flow from an 85th percentile storm event from the local drainage area. The construction completion date for the project is April 1, 2020 in order to meet the SEP SA requirements.

Due to accelerated completion schedule, LASAN seeks a well-qualified and experienced team of consultants in delivering projects with Integrated Project Delivery methodology.

Figure 1. Vicinity Map of Slauson Green Alley and Kittyhawk Greenway





[illegible]

An aerial map of a residential neighborhood in San Jose, California. A specific area is highlighted in yellow and outlined in green, representing a drainage area. This area is situated between Culver Blvd to the west, Dawes Ave to the north, and Slauson Ave to the south. The map includes labels for several streets: Culver Blvd, Dawes Ave, Slauson Ave, Barman St, and Julian Ave. Two local businesses are marked with blue location pins: 'Iriana's Beauty Salon' and 'C B's Coin Laundry'. A legend in the bottom left corner shows a yellow square next to the text 'Drainage Area'. The surrounding area consists of numerous houses with varying roof colors, green lawns, and some trees. There are also two tennis courts visible in the upper right portion of the map.

## **2. Scope of Services**

The following provides more details regarding the services to be provided by the qualified consultant:

**Task 1:** Develop design plans, implementation scopes, conduct geotechnical, utility, and other investigations as needed for design. Develop an open book cost model to manage implementation, installation, and maintenance efforts. Refine concept as necessary to maximize scope and deliver TOS under cost ceiling.

Deliverables:

- Detail project schedule
- Site survey
- Geotechnical report
- Drainage Analysis memo
- 50% Design plans (preliminary design plans)
- Recommended GSI systems and implementation scopes
- Performance/monitoring guidelines
- Cost Model

**Task 2:** Manage the installation of GSIs in the aforementioned locations (Kittyhawk Ave. and Slauson Blvd.) using an integrated delivery process. Obtain all necessary permits to and approvals (i.e., traffic control plans) to implement the projects. Develop operation and maintenance guidelines, and standard operating procedures.

Deliverables:

- 100% Design plans for LASAN Director's approval
- Permits and agency approvals
- Installation/implementation of GSIs
- Pre- installation, installation, and post- installation photos
- As-built plans (Record drawings)
- Operation and maintenance guidelines

### **PROJECT SCHEDULE:**

The key phases of the Project and the corresponding required dates of completion are:

1. 50% Design – October 1, 2019
2. 100% Design plans - December 1, 2019
3. Implementation – April 1, 2020

## **3. Term of Engagement and Cost Estimate**

The term of engagement will terminate on April 1, 2021. The TOS will have a not-to-exceed cost ceiling of \$1,675,370.



#### 4. **Solicitation Schedule**

- Issue Task Order Solicitation .....Date of Cover Letter.
- Receive Solicitation Responses.....As indicated in Cover Letter.
- Select and Negotiate.....1 week after submittal of responses.
- Issue Task Work Order.....TBD

#### 5. **Solicitation Response Requirements**

Solicitation Responses shall not exceed ten (10) 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:

- Wing Tam, [wing.tam@lacity.org](mailto:wing.tam@lacity.org)
- Ryan Thiha, [ryan.thiha@lacity.org](mailto:ryan.thiha@lacity.org)
- [san.oncall@lacity.org](mailto: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 with a total TOS not-to-exceed budget of \$1,675,370.
- Proposed Hourly Billing Rate Summary for the proposed candidate with all respective direct and indirect costs, markups, expenses, overhead rates and profit (See Attachment A). Implementation, installation, and maintenance efforts may be performed lump sum.
- MBE/WBE/SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization.
- Provide a copy of valid MBE/WBE Certifications of MBE/WBE subcontractors utilized.
- Statement pertaining to the candidate's availability.

Note: 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);
  - CalTrans;
  - The **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 June 1, 2016);
  - Any member of California Unified Certification Program (CUCP)
  - 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 May 31, 2016)

- ❖ 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)

## **6. Selection Criteria**

The selection team will evaluate the proposals with the following criteria:

- Project Team's knowledge of the City requirements, procedures, and practices (20%).
- History of the firm in successful budget and schedule compliance (20%).
- Value Offered—the value offered to the City considering cost in comparison to capabilities and experience of the project team (10%)

## **7. Suggested MBE/WBE/SBE/EBE/DVBE/OBE Participation Levels**

The City has set anticipated participation levels (APLs) for sub-consultants as follows: 18% MBE, 4% WBE, 25% SBE, 8% EBE, and 3% DVBE. The Prime Consultants are encouraged to utilize these subconsultants 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 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: Wing Tam, Acting Division Manager, Watershed Protection Division, (213) 485-3985.

## **9. Additional Requirements**

(1) COMPLIANCE WITH LABOR CODE REQUIREMENTS (construction work)

Contractor/Consultant and its respective subcontractors shall comply with Sections 1770, 1771, 1772, 1773, 1774, 1775 and 1776 of the State of California Labor Code. Refer to Exhibit C (Labor Compliance Manual) attached hereto and incorporated by reference.

(2) PREVAILING WAGE (construction work)

Contractor/Consultant must comply with the provisions of the Labor Code of the State of California, relating to Public Works wages. These provisions require the Contractor/Consultant to pay not less than the "General Prevailing Wage Rates" to all workers employed in the execution of the Agreement and to post a copy of the "General Prevailing Wage Rates" at the job site, in a conspicuous place available to all employees and applicants for employment.

The "General Prevailing Wage Rates" shall be those rates as determined by the Director of the Department of Industrial Relations of the State of California (DIR). Copies of those rates are on file in the Office of Contract Compliance, Bureau of Contract Administration, telephone (213) 473-2168.



Information regarding prevailing wage rates may be obtained from the Office of Policy, Research and Legislation, Prevailing Wage Unit, P.O. Box 420603, San Francisco, CA 94142, Telephone (415) 703-4774, Fax (415) 703-4771.

(3) SENATE BILL 854 AND DIR (construction work)

Contractor/Consultant and/or any subcontractors performing construction work (as defined in California Labor Code Section 1720) shall be registered and maintain registration to perform public work pursuant to California Labor Code section 1725.5.

Contractor/Consultant is advised of the following change made by California State Senate Bill 854 (Stat. 2014, chapter 28) to the DIR: No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the DIR pursuant to Labor Code section 1725.5. DIR maintains an up-to-date listing of registered contractors.

Contractor/Consultant and/or its subcontractors or agents must possess and maintains current, valid, and appropriate California licenses, if applicable, for performance of work in the Project, and must be properly registered with the State of California Department of Industrial Relations.

**10. 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									
<b>SUMMARY</b>										
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									
<b>Total Direct Labor Cost of the Prime</b>										
<b>Total Subcontract Expenses</b>										
<b>5% Administrative Fee (markup)</b>										
<b>Other Direct Costs (with no markup)</b>										
<b>Total Task Order Amount</b>										
<b>Total Subconsultant Participation</b>										
Pledged	MBE	WBE	SBE	EBE	DVBE	OBE				
% of Total Task Order	%	%	%	%	%	%				
\$ Amount	\$	\$	\$	\$	\$	\$				