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CALIFORNIA



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July 15, 2021

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To: 24 Pre-Qualified On-Call Contract Consultants of LA Sanitation

LA SANITATION ON-CALL CONSULTANT SERVICES CONTRACT ISSUANCE OF TOS SN-130 – ZINC RECALCULATION STUDY

LA Sanitation (LASAN) is soliciting responses from 24 Prime Consultants on the Pre-Qualified On-Call List. Attached are details of required services for the Task Order Solicitation (TOS). A **mandatory** virtual pre-proposal meeting for this TOS will be held on:

Date and Time:	Tuesday, August 3, 2021, from 10:00 A.M. to 11:30 A.M.
Location:	Virtual: meet.google.com/haz-dkqc-amt
By Phone:	(US) +1 347-754-5716 (PIN: 330135533)
LABAVN ID:	See LABAVN Opportunity ID: 200567

Please note that inviting your subcontractors to the meeting is optional.

All questions regarding this TOS before the meeting must be submitted in writing via e-mail to:

- Mr. Miller Zou, miller.zou@lacity.org
- Ms. Wanda Epps, san.oncall@lacity.org

The deadline for proposal submission is **Thursday, September 16, 2021, before 2:00 P.M.** If your firm is interested in this TOS, please submit a proposal via e-mail by the indicated due date to the following LASAN staff:

- Mr. Miller Zou, miller.zou@lacity.org
- Ms. Wanda Epps, san.oncall@lacity.org

Thank you for your interest and we look forward to receiving your response to this TOS. Should you decide not to submit a proposal, a **negative response is requested** with a brief explanation of the reason.

zero waste • zero wasted water

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Your decision to not submit a proposal will not affect your eligibility for future work.

Sincerely,



Nancy Lantin, Sr. Management Analyst II
On-Call Contracts Representative
Administration Division
LA Sanitation and Environment

NL:wae

Attachment: Scope of Services

c: Master Files
Michael Scaduto, LASAN
Jon Ball, LASAN
Miller Zou, LASAN

**City of Los Angeles
LA Sanitation and Environment (LASAN)**

On-call Consultant Services Contract

Task Order Solicitation (TOS) SN-130 for

Zinc Recalculation Study

July 2021

1. Introduction

Attainment of water quality targets for zinc during wet weather is one of the largest challenges facing stormwater managers in Los Angeles County as well as a key cost driver for the Enhanced Watershed Management Plans (EWMPs) in the City's watersheds. However, the zinc acute water quality criterion is over 20 years old and a significant amount of new, peer reviewed data have been collected evaluating zinc toxicity to aquatic life. The Watershed Protection Division (WPD) is preparing to conduct the Scientific Study titled: *Recalculation of Zinc Wet Weather Criterion* (hereafter referred to as the Zinc Recalculation Study) in order to re-evaluate and, if appropriate, update the zinc acute water quality criterion based on the latest available toxicity data and site-specific considerations for the LA River, Dominguez Channel, and Ballona Creek watersheds.

This study will utilize US Environmental Protection Agency's (USEPA) Recalculation Guidance to recalculate the acute criterion for Zinc incorporating the most up to date peer-reviewed datasets that have become available since the criterion was established. This site-specific evaluation will allow resources to be allocated more efficiently by informing the sizing and placement of stormwater Best Management Practices (BMPs) and supporting attainment of water-quality requirements. The Zinc water quality standard is one of the criteria for protecting aquatic life in surface waters, and is a measure of compliance for various Metals Total Maximum Daily Loads (TMDLs) and the City's National Pollution Discharge Elimination System (NPDES) permits (i.e., Municipal Separate Storm Sewer System (MS4) permit and publicly-owned treatment works (POTW) permits). If supported by the technical analysis, this study will identify an updated water quality standard that can provide the same level of protections to aquatic life consistent with State and Federal regulations. The findings of the Zinc Recalculation Study will be provided to the Regional Water Quality Control Board with the goal of updating the water quality standards for these watersheds.

2. Scope of Services

LASAN is soliciting for a qualified consultant firm to perform the Zinc Recalculation Study using USEPA's Recalculation Procedure, which provides a method for adjusting the national toxicity dataset used to develop Water Quality Criteria based on more recent toxicity studies. The Recalculation Procedure consists of a stepwise process where toxicity data developed after USEPA criteria were published are reviewed and added to the historical toxicity data (if they meet stringent requirements). The updated toxicity dataset is then reviewed and, if appropriate, revised based on the local species present in the watershed so that the dataset reflects site-

specific conditions. The new dataset is then used to calculate updated criteria following the same calculation methods USEPA used in developing the national WQC. Lastly, the updated criteria are compared to toxicity thresholds for key species in each of the three watersheds to ensure they are protective. This work includes five (5) distinct tasks, each of which will incorporate a stakeholder engagement process, to be completed in the following order.

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

Task 1: Conduction State Implementation Plan Analysis: The Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California (State Implementation Policy or SIP) outlines conditions that should be considered before evaluating water quality criteria, such as the acute zinc criterion, and potentially proposing changes. A SIP Analysis Report would be completed to provide the Regional Board with the technical and administrative documentation required by the SIP. This task would include meetings with stakeholders and the Regional Board to discuss the SIP Analysis Report. Because this study relies upon input from the Regional Board and other key stakeholders, the following tasks may be modified depending on the feedback received and potential regulatory developments.

Deliverables:

- Draft, revised draft, and final SIP Analysis Report.

Task 2: Develop Study Work Plan: A Study Work Plan would be developed concurrent with the SIP analysis. The Work Plan would outline the processes for identifying new toxicity data, reviewing data acceptability, and collecting species diversity information within the study's watersheds. The Work Plan would also contain a detailed description of USEPA recalculation procedures and a detailed schedule that includes opportunities for review and comment by stakeholders and regulators. This task would include meetings with stakeholders, the TAC, and the Regional Board to discuss the Work Plan.

Deliverables:

- Draft, revised draft, and final Work Plan (final Work Plan to be submitted to the Regional Board for Approval).

Task 3: Recalculation and Report: Completion of the zinc recalculation would follow the Regional Board-approved Work Plan. This task would include meetings with stakeholders, the TAC, and the Regional Board to discuss the Recalculation Report.

Deliverables:

- Draft, revised draft, and final Recalculation Report.

Task 4: Implementation Report: The Implementation Report is intended to provide information needed to support EWMP adaptive management and the Regional

Board's consideration of potential modifications. The Implementation Report, along with the Recalculation Report, will be submitted to the Regional Board, and, based on the Regional Board's actions in response to the findings of these reports, the prioritization of BMPs in the EWMPs could be adaptively managed. This task would include meetings with stakeholders, the TAC, and the Regional Board to discuss the Implementation Report.

Deliverables:

- Draft, revised draft, and final Implementation Report.

Task 5: Project Management: This task includes general project management and coordination.

3. Safe Clean Water Municipal and Regional Requirements

The work being performed is partially funded by Los Angeles Flood Control District (LAFCD) Safe Clean Water Program. The selected consultant(s) will be required to meet the LAFCD Safe Clean Water Municipal Agreement (Attachment B, incorporated herein by reference) and substantially in the form of Regional Transfer Agreements (Attachments C and D, incorporated herein by reference) provisions for this TOS. Consultants seeking additional information regarding the requirements of the Municipal and Regional Transfer Agreements may visit the LAFCD website at <https://safecleanwaterla.org/>.

4. Term of Engagement

The term of engagement is from the issuance date of the Notice to Proceed (NTP) through July 22, 2024. It is estimated that the cost ceiling for this TOS is approximately \$500,000.

5. Solicitation Schedule (Tentative)

- Issue Task Order SolicitationDate of Cover Letter.
- Receive Solicitation Responses.....As indicated in Cover Letter.
- Conduct Interviews if necessary.....12 weeks after issuance of TOS.
- Select and Negotiate.....14 weeks after issuance of TOS.
- Issue Task Work Order.....24 weeks after issuance of TOS.

6. 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 LASAN staff via email, no later than 2:00 pm on the proposal due date indicated in the cover letter:

- Jon Ball, jon.ball@lacity.org
- Wanda Epps, 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.
- If a subconsultant needs to be added to Schedule A, use Mini Outreach Subconsultant Phone Log template uploaded to LABAVN for this TOS.
- Statement pertaining to the candidate's availability.

7. Selection Criteria

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

A. Consultant Qualifications, Experience, and Expertise

- Capability and experience in providing the Scope of Services as demonstrated by the proposal.
- Previous experience using Metals studies to update water quality criteria using site-specific objectives (i.e., Recalculation, Water Effects Ratio (WER), and Biotic-Ligand Model (BLM) studies).
- Experience and proven track record with local stakeholders.

B. Personnel Qualifications, Experience, and Expertise

- Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to USEPA's Recalculation Procedure for water quality criteria.
- Knowledge and understanding of current and historical water quality conditions in the Los Angeles River, Dominguez Channel, and Ballona Creek watersheds.

C. Technical Approach

- Ability to form a Technical Advisory Committee which utilizes industry experts in the field of metals toxicity.

D. Competitive Fees and Costs

- The value offered to the City considering cost in comparison to capabilities and experience of the candidates.

8. **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. Minority, women, small, emerging, disabled veteran owned and controlled businesses must be considered along with other business enterprises whenever possible as sources of subconsulting services.

Note: Sub-consultants that are not listed on Consultant's current Schedule A - LIST OF POTENTIAL MBE/WBE/SBE/EBE/DVBE/OBE SUBCONSULTANTS (which includes any previously approved mini outreach) cannot be included in a proposal and/or utilized without the performance of a mini outreach and approval of said outreach by LASAN. A Request to Add Sub(s) should be made at least 10 business days prior to proposal due date. If a consultant needs to add a sub to their Schedule A, please see the *Mini Outreach Phone Log and Instructions to Add Sub* document associated with this TOS and available for download within the Los Angeles Business Assistance Virtual Network (LABAVN). When a Consultant receives from LASAN an approved Request to Add Sub(s), approved sub(s) then may be included in the proposal.

9. **Task Order Manager**

The LASAN On-Call Contracts Representative: Nancy Lantin, Sr. Management Analyst II, On-Call Contracts Representative, Administration Division, nancy.lantin@lacity.org, (213) 440-8237.

The Task Manager for this designated TOS: Miller Zou, Environmental Specialist III, Watershed Protection Program, miller.zou@lacity.org, (213) 485-2046.

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									

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