



WILLIAM T FUJIOKA  
Chief Executive Officer

County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

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**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

June 17, 2008

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The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
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First District

YVONNE B. BURKE  
Second District

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Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: AWARD OF CONTRACT FOR  
SMART BUSINESS RECYCLING PROGRAM SERVICES  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

This action is to award a contract for the Smart Business Recycling Program to provide recycling outreach and waste reduction consultation to businesses in the unincorporated County areas.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the contract work is categorically exempt from the provisions of the California Environmental Quality Act.
2. Award the contract for Smart Business Recycling to Science Applications International Corporation, located in San Diego, California. This contract will be for an initial term of three years commencing upon your Board's approval in an amount not to exceed \$254,000 annually, a total of \$762,000 for the initial three-year term, with two 1-year renewal options in the amount of \$254,000 for each option year for a total of five years.
3. Authorize the Acting Director of Public Works or his designee to expend an additional 25 percent of the contract sum for unforeseen, additional work within the scope of work of the contract, if required.

4. Authorize the Acting Director of Public Works or his designee to execute the contract; to renew the contract for each additional renewal option if, in the opinion of the Acting Director of Public Works, the contractor has successfully performed during the previous contract period and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend work if, in the opinion of the Acting Director of Public Works, it is in the best interest of the County to do so.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended action is to provide recycling outreach and audit services to facilitate on-site recycling programs for businesses within the unincorporated County areas. The work to be performed will consist of performing waste audits and waste reduction and recycling consultation as well as developing and distributing reduction and recycling outreach materials to various businesses in the unincorporated areas of the County of Los Angeles. The Department of Public Works (Public Works) has contracted for this service since 1994.

#### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1), Organizational Effectiveness (Goal 3), and Community Services (Goal 6). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner will support Public Works in meeting these goals.

#### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund. The contract is for an amount not to exceed \$254,000 annually, for a three-year term total of \$762,000 plus an additional 25 percent for unforeseen, additional work within the scope of the contract. There will also be two 1-year renewal options for which the contract shall also be for the annual amount of \$254,000 plus 25 percent for unforeseen, additional work as mentioned above. This amount is based upon the unit prices and hourly rates quoted by the contractor and our estimated utilization of the contractor's services.

Financing for these services first year of the initial term is included in the Proposed Fiscal Year 2008-09 Solid Waste Management Fund Budget. Funds to finance the remainder of the initial term and the optional years will also be derived from the Solid Waste Management Fund and be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The contract will be in the form previously reviewed and approved by County Counsel (Attachment A). The recommended contract with Science Applications International Corporation, located in San Diego, California, was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements. The contractor is in compliance with the Chief Executive Officer's and your Board's requirements.

This contract contains terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN and GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Data regarding the proposers' minority participation is on file with Public Works. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

The recommended contractor is Science Applications International Corporation. This contract will commence upon your Board's approval for a period of three years. With your Board's delegated authority, the Acting Director of Public Works or his designee may renew the contract for two 1-year renewal options, not to exceed a total contract period of five years.

Proof of the required Comprehensive General and Automobile Liability insurance policies, naming the County as additional insured, and evidence of Workers' Compensation insurance will be obtained from the contractor before any work is assigned.

Pursuant to the applicable memorandum of understanding, the Request for Proposals (RFP) for this contracted service was submitted on February 12, 2008, to the appropriate union for review. The union has not asked to meet with Public Works regarding this solicitation.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this recommended contract, which is for services required on an as-needed and intermittent basis; hence, this contract is not a Proposition A contract (Los Angeles County Code Chapter 2.121).

This contract does not allow for a cost-of-living adjustment for the optional years.

#### **ENVIRONMENTAL DOCUMENTATION**

This service is categorically exempt from the provisions of the California Environmental Quality Act (CEQA). This service is within a class of projects that has been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15061(b)(3) of the CEQA.

#### **CONTRACTING PROCESS**

On February 13, 2008, Public Works solicited proposals from 600 independent contractors and community business enterprises to accomplish this work. Also, a notice of the RFP was placed on the County's bid website (Attachment B), and an advertisement was placed in the *Los Angeles Times*.

On March 12, 2008, four proposals were received. The proposals were first reviewed to ensure they met the minimum requirements in the RFP. All proposals having met these requirements were then evaluated by an evaluation committee consisting of Public Works staff. The committee's evaluation was based on criteria described in the RFP, which included the price, experience, work plan, financial viability, and references. Based on this evaluation, it is recommended that this contract be awarded to the highest-rated, responsive, responsible, and lowest cost proposer, Science Applications International Corporation.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of this contract will not result in the displacement of any County employees as this service is presently contracted with the private sector.

The Honorable Board of Supervisors  
June 17, 2008  
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**CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works,  
Administrative Services Division.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DDE  
GZ:dw

Attachments (2)

c: County Counsel  
Department of Public Works (Environmental Programs)

