



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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February 7, 2012

IN REPLY PLEASE

REFER TO FILE: AS-0

### REQUEST FOR PROPOSALS – ADDENDUM 1 TRASH-FREE CHANNEL SERVICES – SOUTH AREA (2012-AN011)

Thank you for attending the Proposers' Conference and the walk-through for the Trash-Free Services – South Area on January 24, 2012, and for your interest in the Request for Proposals (RFP). Please note that the deadline to submit your proposals has been extended until **Wednesday, February 15, 2012, at 5:30 p.m.**

The following revisions are made to the Trash-Free Services – South Area (2012-AN011) RFP. Added words are shown in **bold** and deleted language is ~~struck out~~:

#### A. ADDENDUM

1. Part I, RFPs, Section 1.B.1., Minimum Mandatory Requirements, page 1.1, has been revised as follows:
  1. Proposer or its managing employee must have a minimum of three years of experience providing trash disposal services. (Please use Form PW-19, Minimum Requirements Affirmation.) **Managing Employee shall be a direct employee of the Proposer as defined in Exhibit B, Section 1.B. of the RFP.**
2. Part I, RFPs, Section 1.B.2., Minimum Mandatory Requirements, page 1.1, has been revised as follows:
  2. Proposer must submit a copy of a valid and active Waste Collector permit issued by the County Department of Public Health. ~~(Please use Form PW-19, Minimum Requirements Affirmation.)~~
3. Part I, RFPs, Section 2.A.6., Work Plan, page 1.11, has been added as follows:

The work plan must describe in detail each component, each with its own separate heading set forth below including, but not limited to:

- i. Respond to each South Area's Contract Manager's priority assignments within 24 hours (seven days per week).
  - ii. Remove trash from the work location within 48 hours of its deposit, Monday through Friday.
  - iii. Patrol the work location as necessary to maintain trash-free channels.
  - iv. Contractor shall designate a minimum of two truck drivers with the appropriate valid and active licenses to transport all debris derived from the daily operation (which may be collected on Contractor's facility) to a licensed local landfill approved by Public Works.
  - v. **Provide a detailed plan on how the collected trash will be separated and reported per channel for green waste and debris for accurate reporting on Exhibit H. Contractor must note tonnage of trash removed from each channel before combining with debris from other locations in order to provide an accurate account of the debris' origin.**
4. Part I, RFPs, Section 4.D.7., Pass/Fail Review, page 1.24, has been revised as follows:
7. Proposer has submitted appropriate state license(s) and certification(s) required to perform the service, if any.

Proposers who do not possess and/or have listed subcontractors who do not possess the required licenses/certifications/permits at the proposal deadline date will be disqualified as nonresponsive. **Proposers and/or its subcontractors who do not possess the permits at the proposal deadline date may submit other forms including, but not limited to, verification on a copy of the DPH's invoice to proposer for permit fees along with a copy of proof of including but not limited to a cashier check, money order, or cancelled check (transpired beyond five days).**

5. Part I, RFPs, Section 4.E.4., Work Plan, page 1.27, has been added as follows:

The evaluators may give reduced scores to work plans that omit any of the following:

- i. Respond to each South Area's Contract Manager's priority assignments within 24 hours (seven days per week).
- ii. Remove trash from the work location within 48 hours of its deposit, Monday through Friday.
- iii. Patrol the work location as necessary to maintain trash-free channels.
- iv. A minimum of two licensed truck driver with appropriate valid and active license to transport all debris diverted from the flood control facilities to a licensed local landfill approved by the County.
- v. **Provide a detailed plan on how the collected trash will be separated and reported per channel for green waste and debris for accurate reporting on Exhibit H. Contractor must note tonnage of trash removed from each channel before combining with debris from other locations in order to provide an accurate account of the debris' origin.**

6. Part II, RFPs, Exhibit A, Scope of Work C.1., Work Description, page A.3, has been revised as follows:

1. With the exception for the initial contract term, for future option years, if any, the work to be performed under this contract is for a seasonal (nine months) trash removals for various Flood Control Facilities effective April 1 through December 31 of each contract period. The as-needed service is for work performed between the months of January through March of each contract period. The as-needed service will be strictly for work orders outside of the (nine months) regular performance schedule. The initial contract term shall commence upon full execution of this Contract through March 31, 2013. **The Contractor shall perform the Monthly Cleaning Service for the first nine months of the initial contract**

**term, or through March 31, 2013, whichever occurs first. The Monthly Cleaning Service shall consist of all work required in this Exhibit A, Scope of Work, with the exception of the As-Needed Services; and the Contractor will be paid according to the unit rates listed on Form PW-2, Schedule of Prices, Monthly Cleaning Service.**

7. Part II, RFPs, Exhibit A, Scope of Work C.2., Work Description, page A.4, has been revised as follows:

2. **Equipment**

**Minimum requirements for equipment must include two debris hauling vehicles and three utility vehicles for transporting crews. Both must be capable of accessing and navigating the channel right of ways. Equipment must also include hand tools and/or mechanical means for picking up and removing debris from the work locations.**

Contractor shall also designate a minimum of two truck drivers with the appropriate valid and active licenses to transport all debris derived from the daily operation (which may be collected on Contractor's facility) to a licensed local landfill approved by Public Works.

8. Part II, RFPs, Exhibit A, Scope of Work C.4.d., Trash Removal Service, page A.5, has been revised as follows:

- d. The Contractor shall provide Public Works with Trash-Free Channel Reports (Exhibit H) documenting all work completed in the preceding month. The monthly report shall be submitted no later than the fifth day of each month concurrently with the monthly invoice. The monthly report shall indicate the number and source of crews utilized, hours worked, work requests, requestor identification, and the amount of trash removed (tons). **All debris must be documented per removal activity and reported separately by channel. Contractor must note tonnage of trash/debris and green waste removed from each channel before combining with debris from other locations in order to provide an accurate account of the debris' origin and to fulfill reporting requirement as required in this Exhibit A, Scope of Work.** Contractor shall comply with the County-approved detailed

plan outlined in its proposal to comply the requirements of this paragraph. Any deviation from the plan shall be preapproved by the Contract Manager. Trash removal work requests shall originate as described in this section and all completion reports from the Contractor shall be given to the Contract Manager who may perform quality control inspections.

9. Part II, RFPs, Exhibit A, Scope of Work C.4., Trash Removal Service, page A.8, has been added as follows:

- q. **The Contractor shall not perform any work to the section of the channel that is referred to as unimproved or soft-bottom invert. This section of the channel is environmentally protected as a permitted area with Agency (Public Works) and the Contractor shall not attempt to enter this section of the channel during the performance of this Contract with no exceptions. Any fine or action taking against the Contractor for noncompliance shall be the sole responsibilities of the Contractor.**

10. Exhibit B, Section 5.F.3., Insurance Coverage Requirements, page B.33, has been revised as follows:

3. Workers' Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor is a temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than 30 days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any Federal workers or workmen's compensation law or any Federal occupational disease law.

~~Property Coverage: Contractors given exclusive use of County owned or leased property shall carry coverage at least as broad as that provided by the ISO special causes of loss (ISO policy form CP 10 30) form. The County of Los Angeles, its Special Districts, Elected Officials,~~

~~Officers, Agents, Employees, and Volunteers shall be named as an Additional Insured and Loss Payee on Contractor's insurance as its interests may appear. Automobiles and mobile equipment shall be insured for their actual cash value. Real property and all other personal property shall be insured for their full replacement value.~~

**B. QUESTIONS AND ANSWERS TO TRASH-FREE CHANNEL SERVICES - SOUTH AREA**

The following answers are in response to the questions submitted by attendees of the Trash-Free Channel Services – South Area (2012-AN011) Proposers' meeting:

1. **Question:** (Summarized) The RFP states that Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH) with its proposal. Can we submit a copy of the DPH's invoice to us for permit fees, along with a copy of our cashier's check made to the DPH to satisfy said invoice, as proof of our permit's approval for our proposal, in lieu of the actual permit.

**Response:** See above Addendum A.4.

2. **Question:** In the case of a joint bid, where one vendor will be collecting the trash and a second vendor will perform transportation, storage and disposal of the trash, is it permissible to rely on the second vendor's Waste Collector Permit for the purposes of this project, or must both vendors have a permit?

**Response:** County will only accept one proposal from one Proposer. If the Proposer does not have a valid and active Waste Collector Permit, a subcontractor's valid and active permit maybe submitted to meet this requirement.

3. **Question:** To clarify Exhibit A, Scope of Work, Part C -1, during the initial term of the contract, which will commence on contract execution and terminate on 3/31/2013, there will be no as-needed services, i.e. all services will be for the regular performance schedule (weekly patrols, removal within 48 hours, etc). Is this a correct interpretation?

**Response:** See above Addendum A.6. The as-needed service may be required if the initial term of the Contract exceeds nine months.

4. **Question:** Please confirm that patrols are to be conducted at each facility weekly for the length of each channel during times when the regular performance schedule is in effect.

**Response:** Yes.

5. **Question:** With reference to the "Public Works Zero-Tolerance Plan for trash free Flood Control Facilities" referenced in Exhibit A, Scope of Work, Part C-4.a, is there a document other than the RFP that describes additional specifications, terms, conditions and requirements of the Public Works zero-tolerance plan?

**Response:** This is a Flood Maintenance Division general policy and industry standard language. Public Works does not have a specific reference to a document.

6. **Question:** If available, please provide annual or monthly data regarding the amount of trash collected/disposed of by channel site, ideally for the past three years, for cost estimation purposes. In the case that monthly data is not available, please indicate which months of the year usually see higher volumes of trash.

**Response:** The tonnage information from prior contract is listed in Enclosure A. The channels from the prior contracts have fewer channels and the locations of the channel have been revised in the current solicitation. The tonnage information is provided as a reference to the Proposers only; there is no guarantee of any of the tonnage for the current contract.

7. **Question:** Please identify the number and location of vehicle and foot access points for each channel.

**Response:** Major access points are predominantly at cross street intersections with the channel.

8. **Question:** Please confirm that pickup-sized trucks can access all areas of every channel (ie both the channel bed and sides) and that trucks can drive the entire length of a channel once accessed, and that no area is inaccessible by truck.

**Response:** Trucks have access to all channels by the designated access roads and channel invert access ramps.

9. **Question:** Please confirm that there are no known obstacles which would prevent us from walking the entire length of each channel continuously.

**Response:** This statement is correct.

10. **Question:** Certain areas of the channels are inaccessible by foot or vehicle, for example the waterline of certain tidal channels where access is limited by steep, rocky and unpassable ground. Is it the Department of Public Works (DPW) intention that these areas be cleared from the water by boat? If so, what permits and requirements govern boat use in these channels? If this is not the DPW's intention, please advise the preferred method for clearing these areas.

**Response:** No, all areas can be entered by access roads along the channels right of way by foot or by truck. The Contractor should determine the best conditions and lowest tide to remove debris from the side slopes. There is no need to use a boat; therefore, subsequent questions are not relevant.

11. **Question:** For areas that are inaccessible by foot, will the DPW's zero-tolerance policy still apply?

**Response:** All work locations specified within the Scope of Work are accessible by foot.

12. **Question:** Please identify what, if any, special equipment was used by the previous contractor in clearing of these channels, especially any special equipment, safety equipment or procedures used to access and clear the tidal zone channels, and channels with steep/unsafe banks. Alternatively, what special equipment, safety equipment or procedures does the DPW's employees currently use to access and clear these areas?

**Response:** There was no special equipment used in the past.



13. The following questions relate to Exhibit H, Trash-Free Channel Report:

- a) **Question:** Please explain what data is needed to complete the column labeled "Station No: From, To."

**Response:** This is only a reference report and can be changed. We have also used cross street to cross street as reference points in the past.

- b) **Question:** The RFP states, "The monthly report shall indicate the number and source of crews utilized, hours worked, work requests, requestor identification, and the amount of trash removed (tons)." However, the sample Trash-Free Channel Report given in Exhibit H does not have entries for the number and source of crews utilized, hours worked, work requests, and requestor identification. Please provide a representative example of the report in the manner that the DPW requires to be completed each month.

**Response:** This information will be provided in your monthly report. Exhibit H is only a supplement to this report.

- c) **Question:** Please confirm whether types of trash must be separated as indicated on Exhibit H, between green waste and debris, or whether the amounts can be aggregated.

**Response:** This is an option by the Contractors if they choose to separate green waste for recycling. It is not a mandate.

- d) **Question:** Please confirm whether waste needs to be separated by side of channel, as indicated on Exhibit H, or whether the amounts can be aggregated.

**Response:** No, numbers should represent the whole section of channel cleared.

- e) **Question:** Please confirm that the contractor will not be required to track the weight of debris collected for each channel separately, and may aggregate loads from more than one channel prior to weighing.

**Response:** The Contractor is required to weigh debris separately for each channel.

- f) **Question:** Please confirm the frequency with which trash must be weighed.

**Response:** Debris should be weighed weekly to update the progress reports given to the PWR.

14. **Question:** Please confirm whether the contractor will be responsible for removing tree trimmings and similar cuttings left by other contractors, eg weed abatement specialists performing work under a separate contract.

**Response:** This statement is correct.

15. **Question:** Please confirm whether the DPW will require trash to be kept separated at Transfer Stations, if Transfer Stations are utilized.

**Response:** If a Transfer Station is utilized, the debris storage shall be labeled and identified as the Public Works' trash and are subject to PWR unannounced audits and inspections as necessary. Please refer to Part II, RFPs, Exhibit A, Scope of Work C.4.e., Trash Removal Service, page A.5-A.6.

16. **Question:** Does the DPW have a policy for keeping dumpsters within the gates of the channels?

**Response:** Please refer to Part II, RFPs, Exhibit A, Scope of Work C.4.e., Trash Removal Service, page A.5-A.6. No storage of material or vehicles within the right of way is permitted. All debris must be hauled away daily.

17. **Question:** Due to the unsettled nature of these questions and their importance to the scope of work and cost estimates, will the DPW be extending the proposal due date?

**Response:** The deadline to submit your proposals has been extended until Wednesday, February 15, 2012, at 5:30 p.m.

18. **Question:** What is the annual tonnage of debris from the channels associated with this RFP? If possible, please provide data by channel.

**Response:** See response to question No. 6 above.

19. **Question:** What is the estimated length of each channel?

**Response:** We do not have these numbers readily available, but the contractors can estimate the length per section by the provided Channel Maps (Exhibit F) and Thomas Guide locations within Exhibit A, Scope of Work.

If you have questions concerning the above information, please contact Ms. Janet Lee at (626) 348-7167, Monday through Thursday, 7 a.m. to 5 p.m.

Very truly yours,

GAIL FARBER  
Director of Public Works

  
GHAYANE ZAKARIAN, Chief  
Administrative Services Division

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Enc.

## ANNUAL TONNAGE COLLECTED FOR TRASH-FREE SOUTH AREA

## Fiscal Year 2009-10\*

a	Compton	84.88
b	Project 21	38.5
c	Project 130	56.1
d	Dominguez	59.69
e	Dominguez Tidal	184.34
f	Ballona	90.22
g	Ballona Tidal	125.12
h	Centinela	47.5
i	PD 669	30.66
j	Project 1232	28.86
k	Project 9- Unit 2 Line E	33.61
l	Project 9- Unit 3 Line C	81.25
m	Project 9- Unit 3 Line D	113.15
n	Project 9- Unit 1 Line F	33.1
o	Sepulveda	81.15
p	Wilmington - East	41.53
q	Wilmington - West	47.7
r	Project 9- Line A	33.41
	Total	1210.77

## Fiscal Year 2010-11\*

a	Compton	105.71
b	Project 21	24.3
c	Project 130	26.88
d	Dominguez	74.54
e	Dominguez Tidal	101.13
f	Ballona	95.63
g	Ballona Tidal	71.5
h	Centinella	40.86
i	PD 669	21.79
j	Project 1232	18.85
k	Project 9- Unit 2 Line E	21.49
l	Project 9- Unit 3 Line C	22.28
m	Project 9- Unit 3 Line D	21.86
n	Project 9- Unit 1 Line F	22.9
o	Sepulveda	50.83
p	Wilmington - East	23.35
q	Wilmington - West	60.89
r	Project 9- Line A	21.83
	Total	826.62

**Fiscal Year 2011-12** - Information not available due to no trash removal service performed during this period.

\*The information on the locations of the channels from the prior contract is attached on page 2 and 3 of Enclosure A.

South Maintenance Area work locations are as follows:

- a. Compton Creek: The limits shall be from Main Street (TG 705 C5) D/S to 121st Street (TG 704 F7); from Artesia Boulevard (TG 735 A7) d/s to L.A. River confluence (TG 765 C4).
- b. Project 21: The limits shall be from Norwalk Boulevard (TG 766 J5) d/s to the confluence with Coyote Creek (TG 796 J1).
- c. Project 130: The limits shall be from Dominguez Gap Spreading Grounds (u/s of double RCP - TG 765 C5) to Linden Avenue (TG 765 E3) and from Atlantic Avenue to e/o Walnut Avenue at the UPRR tracks (TG 765 F3).
- d. Dominguez Channel: The limits shall be from 116th Street (TG 703 E7) to 500' u/s of Vermont Avenue (TG 764 A1).
- e. Dominguez Channel (tidal zone): The limit shall be from 500' u/s of Vermont Avenue (TG 764 A1) to Henry Ford Boulevard (TG 794 H7). Contract services in this area shall be performed year round from the contract start date until the contract end date.
- f. Ballona Creek: The limits shall be from Redondo Boulevard (TG 633 C5) STA. 483+73 to Washington Boulevard d/s (TG 632 J7) STA. 391+02, from La Salle Avenue (TG 672 H2) STA. 304+00 to Inglewood Boulevard (TG 672 E6).
- g. Ballona Creek (tidal zone): The limits shall be from Inglewood Boulevard (TG 672 E6) to Pacific Avenue (TG 702 A2). Contract services in this area shall be performed year round from the contract start date to the contract end date.
- h. Centinela Creek Channel: The limits shall be from La Tijera Boulevard (TG 702 J1) STA. 214+06 to Ballona Creek (TG 672 D7) STA. 9+00.
- i. PD 669: The limits shall be from Central Avenue (TG 764 G3) STA. 69+51 to Dominguez Channel confluence d/s (TG 764 G7) STA. 0+00.

- j. Project 1232: The limits shall be from Main Street (TG764 C4) STA. 69+10 to Dominguez Channel (TG 764 G7) STA. 0+00.
- k. Project 9 – Unit 2 Line E: The limits shall be from Candlewood Street (TG 766 D3) STA. 177+84 to Woodruff Avenue/Los Cerritos Channel d/s (TG 796 D2) STA. 0+18.
- l. Project 9 – Unit 3 Line C: The limits shall be from Lakewood Boulevard (TG 766 A7) to Clark Avenue D/S (TG 766 B7) STA. 14+38.
- m. Project 9 – Unit 3 Line D: The limits shall be from 650 feet w/o Lakewood Boulevard (TG 796 A1) STA. 42+36 to Charlemagne Avenue (TG 796 A1) STA. 1+29.
- n. Project 9 – Unit 1 Line F: The limits shall be from 600 feet w/o Clark Street (TG 796 B5) STA. 109+48 to Bellflower Boulevard (TG 796 C5).
- o. Sepulveda Channel: The limits shall be from Queensland Street (TG 672 D1) STA. 159+89 to Venice Boulevard (TG 672 D4) STA. 94+40; from Washington Place (TG 672 D4) STA. 54+42 to Ballona Creek (TG 672 F5) STA. 11+93.
- p. Wilmington Drain – East Channel: The limits shall be from Sepulveda Boulevard (TG 794 C2) STA. 177+05 to Harbor Freeway (TG 794 B3) STA. 141+20.
- q. Wilmington Drain – West Channel: The limits shall be from Sepulveda Boulevard (TG 794 B2) STA. 177+05 to Harbor Freeway (TG 794 B3) STA. 42+06.
- r. Project 9 – Line A: The limit shall be from the intersection of Ashworth Street and Clark Avenue (766-B1) d/s to Spring Street, 796-B2.