



# Mandatory Proposers' Conference

## On-Call Potable Water Tank Inspection, Cleaning and Repair Services (BRC00000300)

Wednesday, June 15, 2022 at 2:00 PM

### **Business Relations and Contracts Division**

- *Contract Analyst:* Danny Medina, [dmedina@pw.lacounty.gov](mailto:dmedina@pw.lacounty.gov)

### **Waterworks Division**

- *Contract Manager:* Ramy Mattar, [rmattar@pw.lacounty.gov](mailto:rmattar@pw.lacounty.gov)
- *Contract Manager:* Ivy Lu, [ilu@pw.lacounty.gov](mailto:ilu@pw.lacounty.gov)



# Agenda

## PART I

CONTRACT HIGHLIGHTS

## PART II

QUESTIONS – PLEASE USE THE CHAT FEATURE TO SUBMIT A QUESTION

## PART III

**CLOSING REMARKS & IMPORTANT DEADLINES:**

Deadline to Submit Form PW-11:

**Tomorrow, Thursday, June 16, 2022**

Deadline to Submit Written Questions:

**Monday, June 20, 2022**

Deadline for Jury Service Exemptions:

**Thursday, June 23, 2022**

Proposal Submission Deadline:

**Wednesday, June 29, 2022 at 5:30p.m.**



# Part I – Contract Highlights

## Presenter

## Danny Medina, Contract Analyst:

- I will be providing the following information, including but not limited to:
  - Contract Highlights
  - Solicitation Requirements
  - Processing Information



# Part I – Contract Highlights

## *Continued*

- **Introduction of Service Contract**
  - Public Works is soliciting for Potable Water Tank Inspection, Cleaning and Repair services required for potable water tanks in the County of Los Angeles Waterworks Districts
  - The qualified firm shall have the experience and ability to inspect the tanks' condition and assess the need for cleaning, repairs and preventive maintenance for said tank.
  - The qualified firm shall have the experience and ability to perform basic inspection, cleaning, engineering inspection, underwater recoating, and minor repairs to all tanks throughout the County of Los Angeles.
- **Contract Term: Maximum Potential Term of 5 years**
  - 1-year initial term with four additional 1-year renewal options.
- **Proposal Submission Due Date:**
  - Wednesday, June 29, 2022, at 5:30 p.m.
  - Important Notice: Proposals will **only** be accepted electronically either via CD or USB containing your proposal documents received by Public Works Cashier or submitted electronically via BidExpress, the online bidding website.



# Part I – Contract Highlights

## *Continued*

- **Minimum Mandatory Requirements**

- Please refer to RFP Document, Part I page 1.1
  1. Proposer or its subcontractor(s), if any, must have a minimum of 5 years of experience performing tank cleaning and inspection services.
  2. Proposer or its subcontractor(s), if any, must submit copies of a valid and active certificate for American Petroleum Institute 653 - Aboveground Storage Tank Inspector. This certificate must remain valid and active throughout the term of the Contract.
  3. Each member of the Proposer's dive team must be a commercial diver certified by one of the following entities: the Association of Diving Contractors International (ADCI), the Association of Commercial Diving Educators (ACDE), the Diver Certification Board of Canada (DCBC) , or its equivalent. Proposer must submit copies of commercial diver training certification for each member of their dive team.
  4. Proposer and its Subcontractor(s) if any, must submit proof of a valid and active State of California Department of Industrial Relations (DIR) Public Works Contractor Registration pursuant to Labor Code 1725.5. **Pending registrations will not be accepted.**



# Part I – Contract Highlights

## *Continued*

Additional Contract Highlights, Requirements, and Processing Information, which are outlined in Part I of the RFP include the following:

- *Jury Service Program*
- *County Preference Program*
- *Pending Acquisitions/Mergers*
- *Vendor Registration*
- *Proposal Format and Content Requirements*
- *Proposal Submission*
- *General Conditions of RFP*
- *Pass/Fail Review*
- *Evaluation Criteria*
- *Award of Contract*
- *Protest Policy*



# Part I – Contract Highlights

## *Continued*

### Table of Forms and Attachments

- The following Forms must be submitted with your Proposal:
  - Form PW-1 through PW-10 & PW-12 through PW-21
  - Form PW-2 in the RFP Packet is the price list. Proposer must indicate on this Form their proposed price for each line item specified and accurately sum all subtotals to arrive at their final annual proposed price. *Please check your math diligently before submitting.*
  - Form PW-11 is only for requesting review of a particular requirement which you feel unfairly disadvantages your firm. This form must be completed and submitted by Thursday, June 16 if you are requesting a review, otherwise it is not a required form and does not need to be included in your proposal submission.
  - Form PW-19 is your COVID-19 Vaccination Certification of Compliance Form, please be sure to familiarize yourself with the form and Exhibit B, Section 13 on page B.47. *Failure to provide this completed form will subject your proposal to disqualification.*
  - Form PW-20 is the affirmation of compliance form for each minimum requirement and reference to the page in the proposal where the detailed information relating to each requirement can be found. *Only indicating 'yes' on this form without also providing a detailed narrative in your proposal for each qualification may result in disqualification of your proposal.*
  - Form PW-21, Multiple Tank Service Request Discount is a required form where the Proposer will offer a discount of at least 1% for any combination of services requested to 3 or more tanks at a time. *Failure to provide this completed form or provide a minimum discount of at least 1% will subject your proposal to disqualification.*
  - Attachments: County Policy on Doing Business with Small Business; Listing of Contractors Debarred in Los Angeles County; County of Los Angeles Lobbyist Ordinance



# Part I – Contract Highlights

## *Continued*

### Part II of the RFP:

- Sample Agreement
- Exhibit A – Scope of Work
- Exhibit B - Service Contract General Requirements
- Exhibit C – Internal Revenue Service Notice 1015
- Exhibit D – Safely Surrendered Baby Law Posters
- Exhibit E – Defaulted Property Tax Reduction Program
- Exhibit F – Performance Requirements Summary
- Exhibit G – LA County Waterworks Districts Map
- Exhibit H – Tank-Out-of-Service Inspection Checklist





## Part II – Questions

Please submit all questions through the chat feature





# Part III – Closing Remarks

- Recap of important dates and deadlines:
  - Deadline to Submit Form PW-11:  
**Tomorrow, June 16, 2022**
  - Deadline to Submit Written Questions:  
**Monday, June 20, 2022**
  - Deadline for Jury Service Exemptions:  
**Thursday, June 23, 2022**
  - Deadline to Submit Proposals via BidExpress:  
**Wednesday, June 29, 2022 by 5:30 P.M.**

Thank you!