



GAIL FARBER, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE: **AS-0**

February 9, 2012

### **REQUEST FOR PROPOSALS – ADDENDUM 1 INFORMATION VERIFICATION AND REVIEW SERVICES (2012-AN006)**

Our mandatory Proposers' Conference for Information Verification and Review Services (2012-AN006) will be held on Wednesday, February 15, 2012.

Please take note of the following revisions and supplemental information to the Request for Proposals (RFP). (Please note that **bold** text has been added, and any text that has a strikethrough has been deleted from the RFP).

#### **Addendum**

1. The estimated annual contract amount on the RFP notice has been revised to read:

The annual contract amount of this service is estimated to be \$100,000  
**\$200,000.**

2. Exhibit A, Scope of Work, Item D., Work Description, Task 1, On-Site Remittance Review and Information Verification Process, paragraph c.1., On-Site Reviews, on page A.4, of the RFP has been revised as follows:

- i. On-Site Reviews

Contractor shall conduct on-site reviews of franchisees, waste hauler enterprises, disposal sites, transfer/processing stations, and/or waste exporters to review records of solid waste received, collected, conveyed, or hauled. During this process, Contractor shall also review monthly invoices, weight tickets, and subscription

accounts to determine the timeliness of SWMF, franchise fee remittances, and the accuracy of fees paid.

Contractor shall conduct the first on-site review within two weeks after the approval of the Work Plan. Contractor shall conduct a ~~minimum of three~~ **up to six** on-site reviews at different facilities per month, which includes the preparation and submittal of findings in a report format and time frame deemed acceptable by the Contract Manager. The Contract Manager shall notify the Contractor which sites they will be visiting at least 14 days before proceeding with an on-site visit.

3. Form PW-2, Schedule of Prices, has been revised with Form **PW-2.1** (enclosed). Please use Form **PW-2.1**, when submitting your proposal.

If you have questions concerning the above information, please contact Ms. Samantha Tsui at (626) 458-4050, Monday through Thursday, 7 a.m. to 5:30 p.m.

Very truly yours,

GAIL FARBER  
Director of Public Works

  
GHAYANE ZAKARIAN, Chief  
Administrative Services Division

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Enc.

**SCHEDULE OF PRICES**

**INFORMATION VERIFICATION AND REVIEW SERVICES (2012-AN006)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, overtime, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

DESCRIPTION		Proposed Price		
<b>Task 1: On-Site Remittance Review and Information Verification Process</b> (Per Exhibit A, Scope of Work, Section E, Task 1)		<b>Unit Price</b>	<b>Estimated # of Units</b>	<b>Annual Proposed Price</b> (Unit Price x Estimate # of Units = Annual Proposed Price)
Reviewer		\$ Per Hour	900	
<b>SUBTOTAL TASK 1</b>				\$
<b>Task 2: Reports</b> (Per Exhibit A, Scope of Work, Section E, Task 2)		<b>Unit Price</b>	<b>Estimated # of Units</b>	<b>Annual Proposed Price</b> (Unit Price x Estimate # of Units = Annual Proposed Price)
a.	On-Site Review Findings Report (Shall Contain CPA Signature)	\$ Each	80	
b.	Monthly Reports and Meetings with Public Works	\$ Each	12	
c.	Year End Final Report (Endorse by CPA, if applicable)	\$ Each	1	
<b>SUBTOTAL TASK 2</b>				\$
As-Needed Certified Public Accountant		\$ Per Hour	160	
<b>SUBTOTAL As-Needed CPA</b>				\$
<b>TOTAL PROPOSED ANNUAL PRICE</b> (Combined Subtotal Task 1 + 2 + AN CPA)				\$

**FORM PW-2.1**  
**(Revised 02/09/2012)**

**I declare under penalty of perjury under the law of California that the information stated above is true and correct.**

LEGAL NAME OF PROPOSER		
SIGNATURE OF PERSON AUTHORIZED TO SUBMIT PROPOSAL		
TITLE OF AUTHORIZED PERSON		
DATE	STATE CONTRACTOR'S LICENSE NUMBER	LICENSE TYPE
PROPOSER'S ADDRESS:		
PHONE	FACSIMILE	E-MAIL

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