CITY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING
WASTEWATER CONVEYANCE ENGINEERING DIVISION

Pre-Qualified On-Call (PQOC)
Wastewater and Environmental Engineering Services Consultants List

TASK ORDER SOLICITATION (TOS) No. 101

DACOTAH PUMPING PLANT NO. 606 REHABILITATION

PRE-DESIGN, DESIGN, AND DESIGN SUPPORT SERVICES DURING CONSTRUCTION

WORK ORDER NO. SZC14549

September 29, 2025

1.0 INTRODUCTION

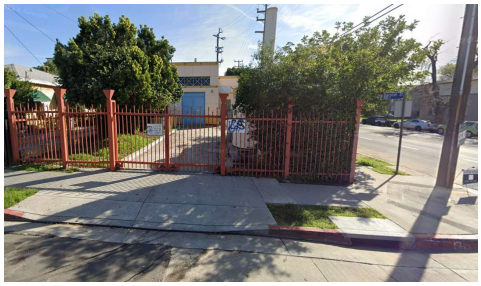
The City of Los Angeles (City), Bureau of Engineering (BOE), Wastewater Conveyance Engineering Division (WCED) requests a Task Order proposal from a consulting firm (Consultant) to provide pre-design, design, and design support services during construction for the Dacotah Pumping Plant (DPP) No. 606 Rehabilitation (Project).

The DPP No. 606 is located at 1164 Dacotah Street, Boyle Heights, CA 90023. The plant serves the City's Wastewater Collection System. This plant is in a residential area adjacent to the I-5 and US-101 Freeway interchange in East Los Angeles, as shown in Figure Nos. 1 and 2. The DPP No. 606 services N05 sewer shed and is represented by the Boyle Heights Neighborhood Council. The DPP No. 606 inlet is a 21-inch reinforced concrete pipe (RCP) and uses a 20-inch ductile iron pipe (DIP) force main to discharge into the maintenance hole (MH) 538-02-192 and the force main termination located on 8th Street and Marietta Street.

The DPP No. 606 was originally built in 1955 and upgraded in 1994 (D-20334). This pumping plant is a "matched flow" pumping plant with a wet well, dry-pit, and pump room with a capacity of 10,000 gallons per minute (gpm).

Figure No. 1

Pump Plant No. 606: Dacotah - 1164 Dacotah Street, Boyle Heights, CA 90023

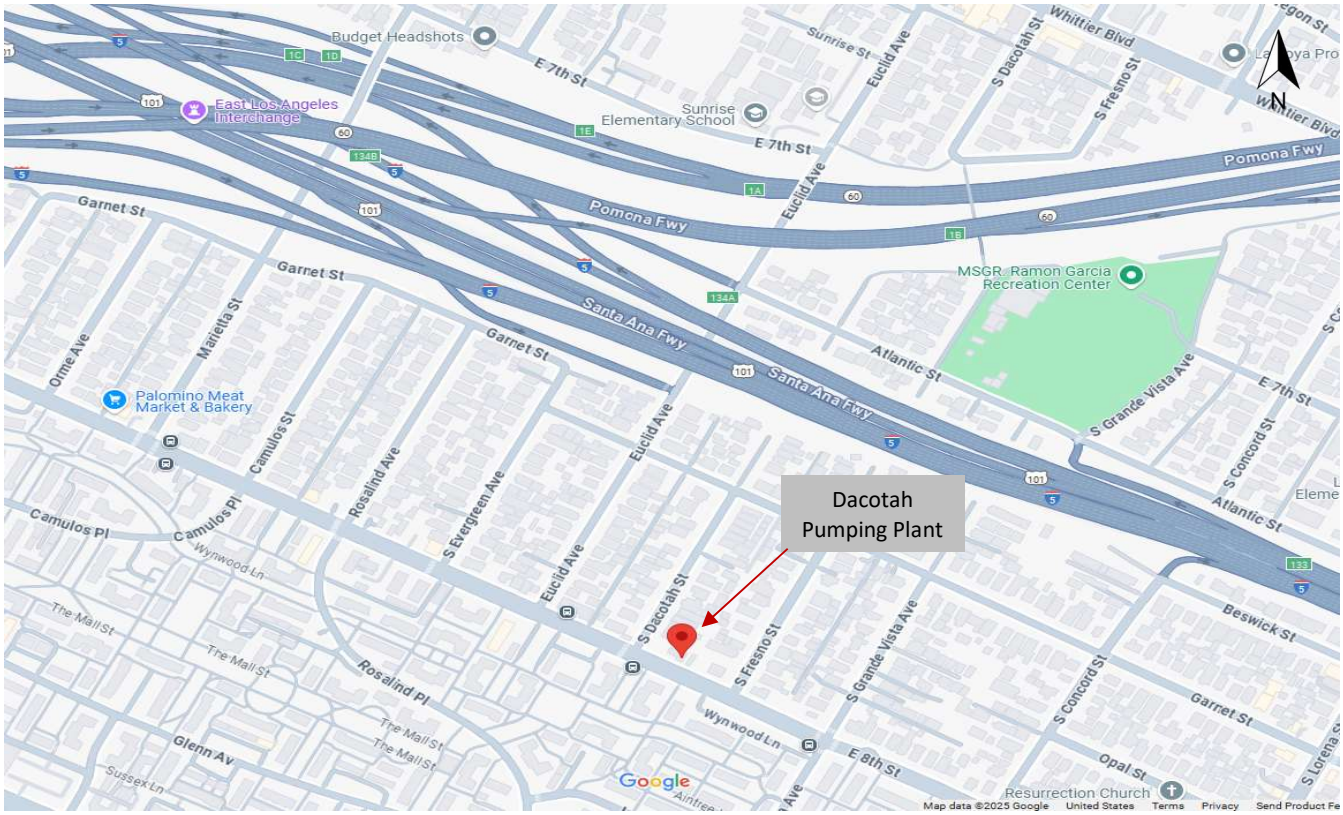


CAPACITY: 5000 GPM

TRACT:	Panorama Tract	Block:	6
LOT:	43	Zoning:	R2-1
BOS Asset #:	BOS_061	Sewer Shed:	NO5
PARCEL ID:	120A223 88	Map Reference:	M B 6-167
Assessor Parcel No.:	5190010900	Year Built:	1994
Lot Area:	5,132.5 sq ft	Assessed Land Value:	$13,185
Council District:	14	Planning Area:	-
Neighborhood Council:	Boyle Heights	Thomas Brother Map:	635-B7

Figure No. 2

Location Map of the DPP
1164 Dacotah Street, Boyle Heights, CA 90023



The Project consists of the demolition, procurement, and replacement of five (5) pumps and five (5) motors, ancillary valves and piping, flowmeter, sump pump, and dry-pit ventilation. In addition, miscellaneous repairs, replacements, and upgrading items, such as the electrical systems, the structural/corrosion repairs, architectural/civil/structural upgrades and site-specific upgrades, will be included in this Project. Table No. 1 covers the items to repair, rehabilitate, upgrade, evaluate, and replace. Table No. 2 discloses pumping plant data.

Information related to the Project can be retrieved from the Navigate LA website at https://navigatela.lacity.org/navigatela/.

The BOE's Master Specifications Library (https://eng2.lacity.org/techdocs/speclibrary/index.htm), engineering standards, and technical documents shall be used. Use the BOE's standard details, templates, and formats in AutoCAD (https://engpermitmanual.lacity.org/other-boe-permitsprocesses/checklists-and-sample-documents/boe-cad-standards-standard-scale). Existing DPP drawings (D-20334) can be downloaded from the BOE vault at https://boe.lacity.org/epps/.

The selected Consultant shall be responsible for performing its own research and thorough investigation and conducting a survey to generate plans indicating existing conditions in case the As-Built plans are not available.

Table No. 1: Miscellaneous Repair Items

No.	Item	Action	Quantity
Control Room/Generator Room			
1	Heating, Ventilation, and Air Conditioning (HVAC)	Replace and Upgrade	
2	Programmable Logic Controller (PLC) Controls / Communications	Replace and Upgrade	1
2.1	Human Machine Interface (HMI)	Replace and Upgrade	
3	Uninterruptable Power Source (UPS)	Replace and Upgrade	1
4	Automatic Transfer Switch (ATS)	Replace and Upgrade	1
5	Instrumentation	Replace and Upgrade	
6	Generator System	Replace and Upgrade	1
7	Variable Frequency Drives (VFD)	Replace and Upgrade	1
8	Lighting System	Replace and Upgrade	
9	Motor Control Center (MCC)	Replace and Upgrade	1
Pump Room			
10	Pumps and Motors	Replace and Upgrade	5
11	Pump Room Ventilation	Replace and Upgrade	1
12	Valves	Replace and Upgrade	
13	Flowmeter	Replace and Upgrade	1
14	Sump Pump	Replace and Upgrade	1
15	Piping	Replace and Upgrade	
Wet Well			

16	Wet Well Lining	Replace	
17	Sluice Gate / Gate Guide	Replace and Upgrade	1
17.1	Muffin Monster / Grinder Inlet Structure with Bypass	Replace and Upgrade	
18	Wet Well Structure	Upgrade	
18.1	EBS Float Tree	Upgrade	
18.2	Install Access Hatch		
Architectural, Civil, and Structural			
19	Building Facade	Upgrade	
19.1	Planter / Tree Removal and Widen Driveway for Access		
19.2	Relocate Generator Fuel Tank		
20	Plumbing Systems	Replace and Upgrade	
21	Security	Replace and Upgrade	
21.1	Access Gates / Locks	Replace and Upgrade	
Others			
22	Force Main 20-inch Ductile Iron	Assessment and Rehabilitation or Replacement	115 LF
23	Force Main 21-inch VCP (Vitrified Clay Pipe)	Assessment and Rehabilitation	1,637 LF

Table No. 2: Pumping Plant Data Description*

DPP No. 606

ADDRESS:	**1164 Dacotah ST. East LA**	YARD:	**North**
TELEPHONE:	**213-780-1182**	THOMAS GD:	**635 B-7**
DATA LINE:	**02FDDB208086/006 Pacbell**	CONSTRUCTED:	**1955/1994**
POWER FEED:	**DS 3 Feeder # 3 240V**	UPGRADED:	**2007**
TYPE:	**Match Flow / Sewage**	STANDBY POWER:	**YES**
DOWN TIME:	**1 Hour**	EMERG. BACKUP:	**YES**
BYPASS:	**No-8" Force main tap so of plant**	AUTODIALER:	**TES**
LOW POINT:	**MH 530-03-161 8th & Concord**	STATIC HEAD:	**64.54'**
TDH:	**72' @ 3,400 GPM**	FORCEMAIN SIZE:	**21" RCP**
FM TERMINATION:	**8th & Marietta @MH 538-02-192**	FORCEMAIN LENGTH:	**1673'**

PUMP / MOTOR DATA

COMP #	RATED G.P.M.	MANUFACTURER	MOTOR H.P.	MANUFACTURER	VFD
#1 & 5	**3500GPM**	**ABS**	**121 HP**	**ABS**	**SIEMENS**

GENERATOR DATA

MANUFACTURER	SIZE	INSTALLED
CATERPILLAR	**500KW**	**1994**

FLOW DATA

CAPACITY: **10,000 GPM**

LOW FLOW/TIME: **300 GPM 00-04 AM**

PEAK FLOW/TIME: **1950 GPM 07-09 A.M.**

AVERAGE FLOW: **857 GPM**

AVERAGE GALLONS PER DAY DRY WEATHER: **1,234,175**

HISTORIC GALLONS PER DAY WET WEATHER: **2,944,000 (02-98)**

2.0 ACCESS TO THE SITE

The DPP No. 606 is located at 1164 Dacotah Street, Boyle Heights, CA 90023. This plant is in a residential area adjacent to the I-5 Freeway.

3.0 SCOPE OF SERVICES AND REQUIREMENTS

The BOE is interested in obtaining the services of a consulting engineering firm for this Project.

3.1 General Scope:

a. The Consultant shall prepare contract documents for the rehabilitation of the wet well lining, sluice gate/guide, Muffin Monster/Grinder inlet structure with bypass, and wet well structure. For the wet well, it includes the EBS float tree and installation of an access hatch. For the dry well, it includes the replacement of five (5) pumps and five (5) motors, ancillary valves and piping, flowmeter, sump pump and dry-pit ventilation. For the control room, it includes the replacement of the PLC controls/communication, UPS, VFD, MCC, instrumentation, generator system, ATS, HVAC and lighting system, and their integration with existing systems. The Consultant shall also prepare the necessary contract documents for the assessment and rehabilitation of the force main consisting of 20” ductile iron pipe (114.1’) and 21” VCP (1,636.8’) and miscellaneous repair items listed on Table No. 1, which shall be included in this Project.

1. Architectural
2. Landscape
3. Civil
4. Structural
5. Worksite Traffic Control Plans (WTCP)

- Short-term Worksite Traffic Impact
- Long-term Worksite Traffic Impact

6. Mechanical
7. Electrical
8. Process and Instrumentation and Control
9. Specification

b. Requirements: Pumping plants and force mains, and expert knowledge of compliance with industry and the City's standards and regulatory requirements. Consultant should be keeping abreast of the latest technology in the assessment of live force main.

c. Submittals: Submittals for Pre-Design (see Section 3.3) and submittals for Design (see Section 3.5).

d. Perform its own research and thorough investigation, and conduct its own survey to generate plans indicating existing conditions in case the As-Built plans are not available.

e. Prepare all necessary documents, including plan checks, for obtaining permits, including but not limited to mechanical, electrical, building, California Department of Transportation (Caltrans), and South Coast Air Quality Management District (AQMD).

3.2 Pre-Design Activities and Report:

The Pre-Design activities and tasks shall include the following, but not limited to:

a. Obtain a Notice to Proceed (NTP) to start the Project.

b. Provide a monthly updated Pre-Design Schedule in Microsoft (MS) Project and an explanation of any deviation from the baseline schedule.

c. Perform site investigations (exclusive of survey and geotechnical unless otherwise stated hereof) as needed to assess the condition of the existing DPP No. 606 facility to determine/confirm type, condition, size, etc. of existing items as listed on Table Nos. 1 and 2. Site investigation shall include photos of facilities or any other media that may aid in developing plans, reports, documents, etc.

d. Perform the long-term and short-term traffic impacts study and determine whether the WTCP are required at each work area. The Pre-Design Report shall include a worksite traffic impacts study section.

e. Attend bi-weekly meetings with the BOE and LA Sanitation and Environment (LASAN). Meetings are to be held at the Public Works Building (PWB) (1149 S. Broadway, 6th Floor, Los Angeles, CA 90015) or virtually using Google Meet.

f. Obtain existing DPP No. 606 plans, research other documents (existing DPP operation and maintenance manual, geotechnical report, etc.), interview the LASAN

staff to establish the current operation of facilities and understand the intent of rehabilitation to achieve full integration of new equipment with existing elements (electrical, mechanical, control, etc.) that will remain during and after the Project construction.

g. Perform a detailed analysis of elements, such as the following, and include findings in the Pre-Design Report

   - Air regulations and permitting
   - Community requirements, such as architectural, landscaping, lightings, paint, etc.
   - Noise and sound levels
   - Vendor and manufacturers capabilities
   - Equipment-needs assessment and sizing and control systems
   - Fuel system
   - Ventilation system
   - Structural impacts of equipment on existing facilities
   - Potential future hazards and risk from the climate change, such as rising sea levels, heavy rains, increasing temperature, etc.
   - Maintenance considerations
   - Force main repair/rehabilitation or removal and replacement
   - Recommended Project
   - Preliminary construction approach
   - Worksite traffic control impacts study
   - Project Implementation Schedule
   - Construction cost estimate
   - Bypass study for construction
   - Fatal flaws analysis for environmental documentation or other items

h. Prepare AutoCAD preliminary plans (architectural, civil, structural, traffic, mechanical, electrical, process, and instrumentation and control (I&C), etc.) of the existing pumping plant, existing force main, recommended demolition, recommended equipment replacement (pumps, associated suction and discharge gate valves and check valves, UPS, MCC, PLC, HMI, etc. and miscellaneous repair items listed in Table No. 1).

i. Assist in notifying all the necessary agencies of the proposed Project, such as Neighborhood Councils, Los Angeles Department of Building and Safety (LADBS), Los Angeles Department of Transportation (LADOT), etc.

j. Perform inspection for the force main pipes and provide assessment report. The technology used for the inspection includes visual inspection, such as closed-circuit television (CCTV) (temporary bypass will be required), and smart devices, such as INGU Pipers®.

k. Prepare a Pre-Design Report per the BOE's Standard Format Outline.

l. Prepare a Class C cost estimate per the BOE's template.

m. Prepare a specification outline.

n. Include the worksite traffic impacts study in the Pre-Design Report. See links below for the LADOT process flow charts:

- Short-Term WTCP: https://ladot.lacity.org/sites/default/files/documents/tcp_requirement_flowchart_online.pdf

- Long-Term WTCP: https://ladot.lacity.org/sites/default/files/documents/long-term-wtcp-flowchart.pdf

o. Perform Pre-Design Quality Assurance/Quality Control.

p. Prepare and conduct a Pre-Design workshop (after submitting the Draft Pre-Design Report) to the BOE and LASAN at a location that is yet to be determined.

q. Obtain approval from the BOE and LASAN (allow four (4) weeks after the workshop).

3.3 Pre-Design Submittals:

a. Project Implementation Schedule in MS Project for Pre-Design within five (5) days after issuance of the NTP.

b. Monthly Progress Report (actual vs. planned work progress and expenditure report) before the fifth day of the following month.

c. Draft Pre-Design Report (three (3) hard bound copies and Adobe Acrobat® Portable Document Format (PDF), plus MS Word files).

d. Final Pre-Design Report (three (3) hard bound copies and PDF, plus MS Word files).

e. Preliminary plans (all disciplines) in AutoCAD per the BOE standards (one (1) 24”x36” and two (2) 11”x17” hard copies and PDF, plus AutoCAD files).

f. Construction cost estimate (Class C estimate) per the BOE template (three (3) hard copies and PDF, plus MS Excel files).

g. Specification outline per 3.2.m. (three (3) hard copies and PDF, plus MS Word files).

3.4 Detailed Design Activities/Tasks and Report:

The Design activities and tasks shall include the following, but not limited to:

a. Obtain comments on the preliminary plans and specification outlines from the City.

b. Obtain notice to start the design.

c. Provide monthly updated Design Schedule in MS Project and explanation of any deviation from the baseline schedule.

d. Perform additional site investigations as needed.

e. Attend bi-weekly project meetings with the BOE and LASAN. Meetings are to be held at the PWB on the 6th Floor or virtually using Google Meet.

f. Prepare and conduct two (2) Design workshops (50% and 90% design) at a location to be determined or virtually using Google Meet.

g. Obtain required plan check and Ready to Issue (RTI) permits from the LADBS. The BOE will assist in the process.

h. Perform Design Quality Assurance/Quality Control
   - Consultant's internal reviews including preliminary, 50%, 90%, and 100% design
   - 50% design review by the City (allow two (2) weeks)
   - 90% design review and constructability review by the City (allow four (4) weeks)
   - 100% design review by the City (allow two (2) weeks)
   - Bid documents review (allow one (1) week)

i. Prepare bid documents (plans, specifications, cost estimates, and environmental mitigation measures).

j. Attend the Pre-Bid Meeting at the PWB or virtually using Google Meet.

k. Review bidder questions and provide answers.

l. Revise bid documents as needed for addenda.

m. Perform bid result review and provide recommendations.

n. **Prepare WTCP:**

- Obtain a California-licensed Traffic Engineer as the Engineer of Record (EOR). The EOR shall at least meet the following requirements:

  - Familiarity with the LADOT WTCP approval process

  - Familiarity with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD) Part 6 – Temporary Traffic Control

  - At least produced one (1) LADOT-approved WTCP within the last three (3) years

- At least produced one (1) WTCP within the last three (3) years, which received concurrence from Caltrans

- Provide the LADOT approved WTCPs for the long-term work:

  - The WTCPs include, but are not limited to, worksite traffic control plans, traffic signal plans including restoration plans, signage and striping plans, and traffic/bike path detour plans.

  - Traffic control design shall be in compliance with the latest edition of the MUTCD Part 6 – Temporary Traffic Control, LADOT's Traffic Signal Design Guidelines, and LADOT's Application and Design for Striping, Channelization, and Special Signing.

  - All required plans shall comply with the requirements listed in the LADOT's "Temporary Traffic Control 1st Submittal Checklist", which can be found online at:

    https://ladot.lacity.org/sites/default/files/documents/ladot-temporary-traffic-control-1st-submittal-requirements.pdf.

  - All required plans shall be prepared using AutoCAD 2019 and shall be drafted in accordance with the LADOT's Drafting Manual.

  - The LADOT design guidelines, LADOT Drafting Manual, and examples of WTCPs can be found online at:

    https://ladot.lacity.org/businesses/temporary-traffic-control-plans/reference-library.

  - Request and hold a submittal meeting with the LADOT and BOE prior to submitting the plans. The EOR shall ensure that all required plans meet the LADOT's requirements before the submittal meeting. The LADOT Submittal Meeting Request Form can be found online at:

    https://ladot.lacity.org/businesses/temporary-traffic-control-plans.

    The link to the Submittal Meeting Request Form can be accessed by scrolling down to the "Plan Submittal & Plan Check Process" section and clicking the "Request a Submittal Meeting" link.

- Provide the LADOT-approved WTCPs for the short-term work areas:

  - The WTCPs shall include, but are not limited to, traffic control plans, traffic signal plans including the restoration plans, signage and striping plans, and traffic/bike path detour plans.

  - Traffic control design shall be in compliance with the latest edition of the MUTCD Part 6 – Temporary Traffic Control, the latest edition of the Work Area Traffic

Control Handbook (WATCH), LADOT's Traffic Signal Design Guidelines, and LADOT's Application and Design for Striping, Channelization, and Special Signing.

- All required plans shall follow the guidelines listed in the LADOT's "Engineer Designed Worksite Traffic Control Plan Review", which can be found online at:

  https://ladot.lacity.org/sites/default/files/documents/ladot-engineer-designed-wtcp_0.pdf.

- All required plans shall be prepared using AutoCAD 2019 and shall be drafted in accordance with the LADOT's Drafting Manual.

- The LADOT design guidelines and LADOT Drafting Manual can be found online at:

  https://ladot.lacity.org/businesses/temporary-traffic-control-plans/reference-library.

- Prepare a cover letter on company letterhead, listing contact information, job location, approximate start date and duration of work, Company Project No., and a brief description of project work. The BOE Project No. C1048 shall be used on the cover letter instead of the City Agency Permit Reference Number. An example Cover Letter can be found at:

  https://ladot.lacity.org/sites/default/files/documents/ed-sample-cover-letter.pdf.

- Submit the cover letter, civil plans, and all required WTCPs to the LADOT's Citywide Temporary Traffic Control (CTTC) Division online at:

  https://ladot.lacity.org/businesses/temporary-traffic-control-plans.

  The Google form for submitting the short-term WTCP can be accessed by clicking the "Click here to initiate a review of your Worksite Traffic Control Plan (WTCP)" link under the "Citywide Temporary Traffic Control" section. The Contractor shall be aware that in addition to submitting the Google form, the short-term WTCPs and additional documents shall also be submitted to the LADOT at ladot.cttc@lacity.org.

- Coordinate with the LADOT's CTTC Division and Permit Plan Review section for the review and approval of the traffic control plans.

- Assist with obtaining concurrence with the Council District (CD) 14 and the LADOT Central District Office.

- Revise all required WTCPs according to comments received from the LADOT and CD 14.

- Resubmit all required WTCPs to the LADOT for review and approval. The EOR must ensure that all comments are addressed before resubmitting to the LADOT to avoid unnecessary resubmittals.

  - The Consultant shall assume that it takes approximately 20 days for the LADOT to review each WTCP.

  - The Consultant shall assume at least four (4) submittal and review cycles will be needed for the LADOT to review and accept each WTCP package.

  - The Consultant shall obtain an encroachment permit from Caltrans if required for the review and approval of the WTCPs.

  - The LADOT will require concurrence from CD 14, Caltrans, and the LADOT Central District Office before approving the WTCPs.

3.5 Design Submittals:

a. Project Implementation Schedule in MS Project for Design within five (5) days after obtaining the NTP with the design.

b. Monthly Progress Report (actual vs. planned work progress and expenditure report) before the fifth day of the following month.

c. The Consultant internal review documents such as comments/response matrix, markups, etc.

d. 50% Design Submittal:
   - Responses to preliminary plans and specification outlines
   - Plans: three (3) 11”x17” hard copies and PDF files, plus AutoCAD electronic files
   - Specifications: three (3) hard copies, PDF and Word files
   - Class B cost estimate

e. 90% Design Submittal:
   - Responses to 50% design comments
   - Plans: three (3) 11"x17" hard copies and PDF file, plus AutoCAD electronic files
   - Specifications: three (3) hard copies, PDF and Word files
   - Class A cost estimate and City Engineer estimate
   - RTI permits from the LADBS

f. 100% Design Submittal:
   - Responses to 90% design comments
   - Plans: one (1) 24”x36” and two (2) 11”x17” hard copies and PDF files, plus AutoCAD electronic files
   - Specifications: three (3) hard copies, PDF files, plus Word files

- Class A cost estimate and City Engineer estimate

g. Bid Documents:
   - Responses to the 100% design comments
   - Signed and sealed plans for indexing: one (1) 24”x36” and two (2) 11”x17” hard copies and PDF files, plus AutoCAD electronic files
   - Signed and sealed specifications for indexing: three (3) hard copies and PDF files, plus Word files
   - Class A cost estimate and City Engineer estimate

h. Responses to bidder questions.

i. Revise bid documents for addenda.

j. Submit WTCP submittals to the City for records:

   - Copies of all required WTCPs originally submitted to LADOT: one (1) half size (11”x17”) hard copy and PDF files.

   - Copies of all comments, including mark-up plans received from the LADOT, CD, and Caltrans: one (1) half size (11”x17”) hard copy and PDF files.

   - Copies of all resubmitted plans and comments/mark-up plans received: one (1) half size (11”x17”) hard copy and PDF files.

   - Final LADOT-approved WTCP: two (2) full size (D-size, 24”x36”) hard copies, two (2) half size (11”x17”) hard copies, PDF files, and AutoCAD 2019 files, including all referenced files.

3.6 Design Support Services During Construction:

Consultant design support services during construction shall include:

a. Attend the Pre-Construction meeting and weekly construction progress meetings.

b. Review and approve Contractor’s submittals, resubmittals, and shop drawings (up to 50).

c. Review and reply to Request for Information (RFIs) (up to 80).

d. Review record drawings and prepare As-Built plans.

e. Assist with start-up and commissioning.

f. Review Operation and Maintenance Manual prepared by the Contractor.

4.0 SPECIAL REQUIREMENTS

Successful completion of this Project will require a high degree of collaboration among the Project partners (i.e., LASAN, BOE, and the Consultant performing the Design).

The construction of this work will be taking place in an active and fully functioning Collection System Pumping Plant which must always remain operational. The area surrounding the DPP is primarily residential.

For all cost estimates, the Prime Consultant may retain a third-party firm, which specializes in estimates for similar pumping plant projects.

5.0 SCOPE CONTROL

The Consultant shall provide and maintain the Project scope and Project schedule. If changes are to be made to the Project scope and Project schedule through Pre-Design and Design, the Consultant shall obtain approval from the City's Project Manager.

6.0 PROJECT SCHEDULE

- Pre-Design…….8 months
- Design……..10 months

7.0 TERM OF ENGAGEMENT

The term of engagement is limited to the term of the PQOC Wastewater and Environmental Engineering Services Consultant Contract.

8.0 SOLICITATION SCHEDULE

- Issue TOS ..... September 29, 2025
- Pre-Solicitation Response Meeting and Job Walk ..... October 14, 2025
- Receive Solicitation Responses..... October 27, 2025
- Proposal Review and Interviews ..... November 10, 2025
- Select and Negotiate ..... November 24, 2025
- Issue Task Order ..... December 29, 2025

9.0 SOLICITATION RESPONSE REQUIREMENTS

Solicitation responses shall be bound and not to exceed 35 pages, exclusive of cover, dividers, and resumes. Five (5) hard copies shall be submitted no later than 2:00 PM, on Monday, October 27, 2025.

Solicitation responses shall be delivered to:

Department of Public Works

Wastewater Conveyance Engineering Division
1149 S. Broadway, 6th Floor
Mail Stop 538
Los Angeles, CA 90015
Attention: Jin Wen, P.E. CCM

Submit proposals in electronic format (PDF, MS Word, MS Excel, and MS Project) to Jin Wen at jin.wen@lacity.org prior to the deadline. Jin Wen can also be reached at (213) 485-4594.

Proposals shall include the following:

1. Statement of Project Understanding:
   The Consultant shall indicate the firm's overall approach to the Project.

2. Work Experience of Similar Scope and Size:
   A successful Consultant shall demonstrate that they are regularly engaged in the Pre-Design, Design, and associated tasks as described in the scope of services. Provide a minimum of three (3) project descriptions of current and past work carried out within the past ten (10) years of a similar nature that would support the qualifications.

3. Project Team:
   Include a staff organization chart that identifies the proposed Consultant's Project Manager and the key personnel. At a minimum, for each key personnel, include the following information:
   A. Position
   B. Describe background, roles, and responsibilities
   C. Resumes of those who will work on the Project

4. Subconsultant Participation Levels:
   The Consultant shall provide information on subconsultant participation levels per the Contract.

5. Detailed Scope of Services and Schedule:
   The Consultant shall expand, develop, and provide the scope of services and a detailed, itemized Pre-Design and Design baseline schedule in MS Project.

6. Fee Estimate:
   The Consultant shall provide the lump sum proposal for the work described and the breakdown for payments.

Bound Solicitation Responses:

The Bound Solicitation Responses shall include:

- Section 1 - Project Understanding: Explain firm's overall approach to the Project.
- Section 2 - Related Experience: Describe similar projects firm has recently completed.
- Section 3 - Project Team: Provide project team organization chart and describe

background, roles, and responsibilities of key team members. Provide information on Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Small Business Enterprise (SBE), Emerging Business Enterprise (EBE), Disabled Veteran Business Enterprise (DVBE) and Other Business Enterprise (OBE) participation. Provide resumes of those who will work on the Project.

- Section 4 - Detailed Scope of Services and Schedule: Expand and develop the City's scope of services contained herein. Develop Project Pre-Design and Design Schedule.
- Section 5 - Fee Estimate: Provide lump sum proposal for the work for each phase as described in Sections 3.1 through 3.6. List assumptions associated with all cost calculations. List subconsultant participation as a percent (%) for each phase.
- Appendix: Proposed team members' resumes.

10.0 SELECTION CRITERIA

Selection shall be based on two (2) composite scores – proposal and interview. The consultant with the highest combined score shall be the selected Consultant.

TOS proposals will be evaluated based on the following criteria:

Capability and availability of the Project Team to provide the scope of services as demonstrated by the solicitation response and interview. A key element will be the individual member's experience related to the scope of services.	25 Points
Firm's experience in the design of pumping plants, design of force mains, upgrade of complex pumping plants, replacement of force mains, and expert knowledge of compliance with industry standards and regulatory requirements.	30 Points
The value offered to the City, considering cost in comparison to capabilities and experience of the Project team.	20 Points
A walk through of the design process in arriving proposed solution for the Project and any pitfalls encountered.	15 Points
Project Manager's experience, qualifications, and availability	10 Points

TOS interview will be evaluated based on the following criteria:

Elaboration of your team's and firm's experience as it relates to pumping plant rehabilitation.	25 Points
Description of your individual team member's experience, availability, roles, and responsibilities for the Project.	30 Points

Aside from your firm's technical expertise, the added value offered to the City to make this Project a success.	20 Points
A walk through of the design process in arriving at the solution for a past project and any pitfalls encountered.	15 Points
Any other factors offered to instill the client's confidence in the Project Manager for the Project.	5 Points
Brief description of previous experience with City projects dealing with other agencies like the LADOT and the City's Sewer Manual (F700).	5 Points

11.0 ANTICIPATED SUBCONSULTANT PARTICIPATION LEVELS

Per the PQOC Wastewater and Environmental Engineering Services Consultants Contract, the anticipated subconsultant participation levels are 18% MBE, 4% WBE, 25% SBE, 8% EBE, and 3% DVBE. A Schedule B must be submitted with the proposal.

12.0 NTP

One (1) NTP will be issued as a lump sum for TOS No. 101. However, the Consultant shall not proceed with the design or design support during construction prior to obtaining approval from the City.

13.0 MANDATORY PRE-SOLICITATION RESPONSE MEETING

A mandatory Pre-Solicitation Response Meeting will be held on Tuesday, October 14, 2025, at 10:00 A.M. using Google Meet. Email response of interest/attendance to Jin Wen at jin.wen@lacity.org and to Andrew Reguindin at andrew.reguindin@lacity.org. Attendance is required for interested firms.

Google Meet Joining Information:
Video call link: https://meet.google.com/pzn-zdgu-paw
Or dial: (US) +1 402-761-0357 PIN: 696 270 261#

14.0 FIELD VISIT

A field visit will be held only for those who attended the mandatory Pre-Solicitation Response Meeting. The field visit is limited to two (2) persons from each firm.

Location: DPP No. 606
1164 Dacotah Street,
Boyle Heights, CA 90023
Date: Tuesday, October 14, 2025
Time: 1:00 P.M.

15.0 NON-COLLUSION AFFIDAVIT

A Non-Collusion Affidavit must be signed and submitted with your proposal.

16.0 SOLICITATION/PROJECT MANAGER

The City's Solicitation Manager is Jin Wen, WCED, Project Manager. Jin Wen can be contacted at jin.wen@lacity.org, or at (213) 485-4594.

17.0 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.

Any error, omission, or revisions from the Consultant's TOS Proposal will not be accepted if received after the deadline date. The successful Consultant firm shall honor its proposal as submitted.

18.0 CONFIDENTIALITY

All documents, information, City Data, and materials provided to the Consultant by the City or developed by the Consultant pursuant to this Contract (collectively "Confidential Information") are confidential. The Consultant shall not provide, and shall prohibit its employees and subcontractors from providing or disclosing, any Confidential Information or their contents or any information therein either orally or in writing, to any person or entity, etc. except as authorized by the City or as required by law. The Consultant shall immediately notify the City of any attempt by a third party to obtain access to any Confidential Information.