



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

IN REPLY PLEASE
REFER TO FILE

August 07, 2018

41 August 7, 2018

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


CELIA ZAVALA
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**SERVICES CONTRACT
BUSINESS OUTREACH/TECHNICAL SERVICES
AWARD OF SERVICES CONTRACTS FOR
ENVIRONMENTAL LABORATORY SERVICES PROGRAM
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Public Works is seeking Board approval to authorize three services contracts to American Environmental Testing Laboratory, Inc.; Enthalpy Analytical, LLC.; and TestAmerica Laboratories, Inc., for laboratory services to analyze soil and water samples and other substances at various jobsites and projects in the County of Los Angeles.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the contract work is categorically exempt from the provisions of the California Environmental Quality Act.
2. Award three contracts for Environmental Laboratory Services Program to the following: a small-sized firm, a Local Small Business Enterprise, American Environmental Testing Laboratory, Inc.; a medium-sized firm, Enthalpy Analytical, LLC.; and a large-sized firm, TestAmerica Laboratories, Inc. These contracts will be for a term of 1 year with four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential program term of 66 months and with an estimated maximum potential program sum of \$18.15 million.

3. Authorize the Director of Public Works or his designee to execute these contracts; to renew the contracts for each additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, American Environmental Testing Laboratory, Inc.; Enthalpy Analytical, LLC.; and TestAmerica Laboratories, Inc., have 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 Director of Public Works or his designee, it is in the best interest of the County to do so.

4. Authorize the Director of Public Works or his designee to annually increase the program amount up to an additional 10 percent of the annual program sum for unforeseen, additional work within the scope of the program, if required.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to provide on-call laboratory services to analyze soil and water samples and other substances at various jobsites and projects in the County of Los Angeles. For example, services may be required if potential environmental contaminant hazards are encountered on County construction projects. These services also may be needed to monitor and mitigate hazardous waste sites under regulatory oversight, to determine if discharges to water resource systems meet permit requirements, or to identify environmental health-risk conditions that may affect County workers and the public.

These contractors are certified by the California State Water Resources Control Board's Environmental Laboratory Accreditation Program and have the specific resources including equipment, trained personnel, and systems to provide comprehensive and responsive analytical laboratory support.

The award of these contracts will continue the current service with recommended contractors.

Implementation of Strategic Plan Goals

The work performed under these contracts is in alignment with the County Strategic Plan including the provisions of Strategy II.2, Support the Wellness of our Communities and Objective II.2.3, Prioritize Environmental Health Oversight and Monitoring; and Strategy II.3, Make Environmental Sustainability our Daily Reality and Objective II.3.1, Improve Water Quality, Reduce Water Consumption, and Increase Water Supplies and Objective II.3.4, Reduce Waste Generation and Recycle and Reuse Waste Resources. The recommended actions support the County's capability to respond to emergent environmental hazards, reduce storm water pollution, and increase landfill diversion, and will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

The program is for an aggregate annual amount of \$3 million plus 10 percent of the annual program sum for unforeseen, additional work within the scope of the contract with an estimated maximum potential program sum of \$18.15 million. This amount is based on Public Works' estimated annual utilization of the contractors' services.

The total expenditures for these services, however, will not exceed the amount approved by the Board. Funding for the services is included in various Public Works Funds Fiscal Year 2018-19 Budgets. Any expenditure from the Public Works General Fund will be included in the Public Works General Fund Budget for that fiscal year. Funds to finance the contracts' optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The recommended contractors are the following: a small-sized firm, a Local Small Business Enterprise, American Environmental Testing Laboratory, Inc.; a medium-sized firm, Enthalpy Analytical, LLC.; and a large-sized firm, TestAmerica Laboratories, Inc. This Contracting Program will be for a period of 1 year. With the Board's delegated authority, Public Works may renew these contracts for four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential total program term of 66 months.

The recommended contracts were solicited on an open-competitive basis and are in accordance with applicable Federal, State, and County requirements.

A standard service contract has been used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure A reflects the contractors' minority participation. Data regarding the proposers' minority participation is on file with Public Works. The contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color.

Public Works has evaluated and determined that the contracted services are required on an on-call basis; therefore, Proposition A (County Code Chapter 2.121) and the Living Wage Program (County Code Chapter 2.201) do not apply to this contract.

ENVIRONMENTAL DOCUMENTATION

These services are categorically exempt from the provisions of the California Environmental Quality Act. These services, which are to analyze soil and water samples and other substances to identify the existence of substances of concern are within the class of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Sections 15304 and 15306 of the State California Environmental Quality Act Guidelines and Classes 4 and 6 of the County's Environmental Document Reporting Procedures and Guidelines Appendix G. In addition, the proposed sampling will comply with all applicable regulations, will not be performed in a sensitive environment, and there will be no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code Section 65962.5, or indications that the sampling may cause a substantial adverse change in the significance of a historical resource that would make the exemptions inapplicable.

CONTRACTING PROCESS

On December 18, 2017, a notice of the RFSQ was placed on the County's "Doing Business With Us" website (Enclosure B); Public Works' "Business Opportunities" website; Twitter; and an advertisement was placed in the Los Angeles Daily Journal, Los Angeles Sentinel, and La Opinión Advertisement. Also, Public Works informed 1,531 Local Small Business Enterprises; 127 Disabled

Veteran Business Enterprises; 75 Social Enterprises; and 149 independent contractors, various business development centers, and municipalities about this business opportunity.

The RFSQ allowed firms to compete as primes in one of three categories: small-, medium-, or large-sized firms. Each firm was requested to certify its own size based on number of personnel for competition with other firms in the same size category. The RFSQ stated that the goal would be to award contracts to a total of five firms as follows: two small-sized firms (with 25 or fewer personnel), two medium-sized firms (with 26 to 75 personnel), and one large-sized firm (with over 75 personnel).

On January 16, 2018, three Statements of Qualifications were received. They were first reviewed to ensure that they met the minimum requirements in the RFSQ. All statements having met these requirements were then evaluated by an evaluation committee consisting of Public Works staff. The evaluation was based on criteria described in the RFSQ, which included the price, experience, work plan, references, and on-site laboratory inspection utilizing the informed averaging methodology for applicable criteria. Based on this evaluation, Public Works selected three responsive and responsible vendors.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The award of this program will continue the services without disruption to the public and will not result in the displacement of any County employees as these services are presently contracted with the private sector.

CONCLUSION

Please return one adopted copy of this Board letter to the Department of Public Works, Business Relations and Contracts Division.

Respectfully submitted,



MARK PESTRELLA

Director

MP:JQ:ep

Enclosures

c: Chief Executive Office (Chia-Ann Yen)
County Counsel
Executive Office

PROPOSER'S UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR ENVIRONMENTAL LABORATORY SERVICES PROGRAM (2017-AN049)

SELECTED FIRMS

	Small-Sized Business Category Proposer Name	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
1.	American Environmental Testing Laboratory, Inc.	Yes	Yes	N/A	N/A	N/A	N/A
	Medium-Sized Business Category Proposer Name						
1.	Enthalpy Analytical, LLC.	N/A	N/A	N/A	N/A	N/A	N/A
	Large-Sized Business Category Proposer Name						
1.	TestAmerica Laboratories, Inc.	N/A	N/A	N/A	N/A	N/A	N/A

NON-SELECTED FIRMS

	Small-Sized Business Category Proposer Name	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
1.	None						
	Medium-Sized Business Category Proposer Name						
1.	None						
	Large-Sized Business Category Proposer Name						
1.	None						

*Information provided by Proposers in response to the RFP. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

PROPOSER'S UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR ENVIRONMENTAL LABORATORY SERVICES PROGRAM (2017-AN049)

FIRM INFORMATION*	American Environmental Testing Laboratory, Inc.	Enthalpy Analytical, LLC.	TestAmerica Laboratories, Inc.
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BUSINESS STRUCTURE	Corporation	Corporation	Corporation
CULTURAL/ETHNIC COMPOSITION	NUMBER/% OF OWNERSHIP		
Black/African American	0	0	0
Hispanic/Latino	0	0	0
Asian or Pacific Islander	0	0	0
American Indian	0	0	0
Filipino	0	0	0
White	3	0	0
Female (included above)	0	0	0
	NUMBER		
Black/African American	0	0	9
Hispanic/Latino	0	3	10
Asian or Pacific Islander	1	9	12
American Indian	0	0	0
Filipino	0	0	0
White	0	6	274
Female (included above)	0	8	20
Black/African American	1	0	127
Hispanic/Latino	1	4	165
Asian or Pacific Islander	3	17	239
American Indian	0	0	3
Filipino	1	0	48
White	15	9	1119
Female (included above)	9	11	271
Total # of Employees	22	48	2,006

COUNTY CERTIFICATION			
CBE	N/A	Y	Y
LSBE	Y	Y	Y

OTHER CERTIFYING AGENCY	State of California City of Los Angeles	N/A	N/A
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*Information provided by Proposers in response to the RFP. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

ENCLOSURE B

Bid Detail Information

Bid Number : PW-BRCD991
Bid Title : As-Needed Environmental Laboratory Services Program (2017-AN049)
Bid Type : Service
Department : Public Works
Commodity : TESTING SERVICES - CHEMICAL (FOR LABORATORY TESTING, SEE 962-22)
Open Date : 12/18/2017
Closing Date : 1/16/2018 5:30 PM
Bid Amount : \$ 3,000,000
Bid Download : Not Available
Bid Description : PLEASE TAKE NOTICE that Public Works requests Statement of Qualifications (SOQ) for the contract for As-Needed Environmental Laboratory Services Program (2017-AN049). This program has been designed to have a potential maximum program term of 5 years, consisting of an initial 1-year term and potential additional four 1-year option renewals. The total annual program amount of this service is estimated to be \$3 million. The Request for Statement of Qualifications (RFSQ) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <http://dpw.lacounty.gov/brcd/servicecontracts/> or from Ms. Anna Leung at (626) 458-4072 or aleung@dpw.lacounty.gov or from Mr. David Pang at (626) 458-7167 or dpang@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to 5 p.m.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL ADDENDA AND INFORMATIONAL UPDATES WILL BE POSTED AT <http://dpw.lacounty.gov/brcd/servicecontracts>.

Public Works Business Opportunities Website Registration:

All interested proposers for this RFSQ are strongly encouraged to register at <http://dpw.lacounty.gov/general/contracts/opportunities/>. Only those firms registered for this RFSQ through the website will receive automatic notification when any update to this RFSQ is made. The County does not have an obligation to notify any proposers other than through the Public Works websites automatic notification system.

Doing Business with Local Small Business Enterprise, Disabled Veteran Business Enterprise, and Social Enterprise:

The County strongly encourages participation from firms, primes, and subcontractors, which are certified in the Countys Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE) Preference Programs. The Countys LSBE, DVBE, and SE Preference Programs require firms to complete a certification process to receive certain benefits allowed only for LSBE, DVBE, and SE, such as a 15 percent price preference, not to exceed \$150,000, when applicable, and LSBE Prompt Payment Program. The following link provides additional information on being County certified LSBE, DVBE, and SE: <http://dcba.lacounty.gov>.

Minimum Requirements: At the time of proposals submission, proposers must meet all minimum requirements set forth in the RFSQ document including, but not limited to:

1. Proposer must have a minimum of 5 years of experience analyzing soil and water samples.
2. Proposer must have an office and a stationary laboratory located in at least one of the five County areas of Los Angeles, Orange, Riverside, San Bernardino, and Ventura Counties (Five County Areas). Subcontractors, if any, do not need to have an office and stationary laboratory located in one of the Five County Areas listed above.
3. Proposer and subcontractors, if any, must submit proof of valid and active accreditation by the California State Water Resources Control Boards Environmental Laboratory Accreditation Program (ELAP) for all laboratories located within the Five County Areas and include the associated Accredited Fields of Testing list. Subcontractors laboratory and address listed in the ELAP certification does not need to be located in one of the Five County Areas.
4. Proposer must submit a copy of the certification for its assigned personnel for this service who have a current and active 24 or 40 hour Hazardous Waste Operations and Emergency Response training certification. This minimum requirement must be met by the proposing entity and cannot be met by use of subcontractors.

The Department of Public Works may award up to five contracts for this program. The assignment of work will be in accordance with Exhibit A, Scope of Work, Section F, Assignment of Work, on page A.8. The

ENCLOSURE B

County reserves the right to increase or decrease the number of contracts that will be awarded.

The deadline to submit written questions for a response is by Wednesday, January 3, 2018, at 5:30 p.m. All questions and answers will be posted at the following website <http://dpw.lacounty.gov/brcd/servicecontracts/>.

The deadline to submit SOQ is Tuesday, January 16, 2018, at 5:30 p.m. Please direct your questions to Ms. Leung at (626) 458-4072 or Mr. Pang at (626) 458-7167.

The County reserves the right to cancel this RFSQ at any time at its sole discretion. In the event of any such rejection of SOQs or cancellation of this solicitation, the County will not be liable for any costs incurred in connection with the preparation and submittal of this RFSQ.

Contact Name : Anna Leung

Contact Phone# : (626) 458-4072

Contact Email : aleung@dpw.lacounty.gov

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