



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ADOPTED

IN REPLY PLEASE
REFER TO FILE

December 18, 2018

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

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

42 December 18, 2018

CELIA ZAVALA
EXECUTIVE OFFICER

Dear Supervisors:

SERVICES CONTRACT
ENVIRONMENTAL SERVICES CORE SERVICE AREA
AWARD OF SERVICES CONTRACT FOR
SMART GARDENING PROGRAM
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)

SUBJECT

Public Works is seeking Board approval to award a services contract to Go2Zero Strategies, LLC, a Local Small Business Enterprise, for the Smart Gardening Program throughout Los Angeles County.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the contract work in this Board letter is not a project pursuant to the California Environmental Quality Act.
2. Award the contract for the Smart Gardening Program to Go2Zero Strategies, LLC, a Local Small Business Enterprise. This contract will be for a term of 2 years with two 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 54 months and an estimated maximum potential contract sum of \$4,702,500.
3. Delegate authority to the Director of Public Works or his designee to execute the contract; renew the contract for each additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, Go2Zero Strategies, LLC, has successfully performed during the previous contract period and the services are still required; 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. Delegate authority to the Director of Public Works or his designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum, which is included in the maximum potential contract sum for unforeseen additional work within the scope of the contract, if required.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will award a contract for the Smart Gardening Program to Go2Zero Strategies, LLC, a Local Small Business Enterprise. The Smart Gardening Program provides workshops to residents and students, from elementary through high school, of Los Angeles County. The Smart Gardening Program teaches techniques on gardening, which includes composting, worm composting (vermicomposting), grasscycling, water/fire-wise gardening, and xeriscaping and teaches the students on how to grow a garden.

The Smart Gardening Program helps to reduce organic waste, as part of Countywide efforts prescribed in the County's Source Reduction and Recycling Element, mandated by the California Integrated Waste Management Act (AB 939).

The current contract will expire on May 30, 2019.

The award of this contract will continue the current services by the recommended contractor.

Implementation of Strategic Plan Goals

The County Strategic Plan directs the provisions of 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 action will allow the contractor who has the specialized expertise to provide these services in a manner that will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

The initial 2-year term for this contract is \$2,090,000, which includes a 10 percent contingency for additional work within the scope of the contract.

The contract's annual amount for the two 1-year renewal options is \$1,045,000, which includes 10 percent contingency for additional work within the scope of the contract and a month-to-month extension up to 6 months at a total amount of \$522,500 for a maximum potential contract term of 54 months with an estimated maximum potential contract sum of \$4,702,500.

Funding for these services are included in the Solid Waste Management Fund and Garbage Disposal District Funds (GA1-Athens, GA2-Belvedere, GA4-Firestone, GA5-Malibu, GA6-Mesa Heights, GA7-Walnut, and GA8-Lennox) Fiscal Year 2018-19 Budget. Financing the required services will be from the appropriate fund source. The total expenditures for these services, however, will not exceed the contract amount approved by the Board. Funds to finance the

contract's optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The recommended contractor is Go2Zero Strategies, LLC, a Local Small Business Enterprise, located in San Dimas, California. This contract will commence on January 1, 2019, for a period of 2 years, or upon the Board's approval and execution between both parties, whichever occurs last. With the Board's delegated authority, Public Works may renew the contract for two 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential total contract term of 54 months.

The recommended contract with Go2Zero Strategies, LLC, was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements.

A standard services contract has been used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure A reflects the proposer's utilization participation and community business enterprise program information. Data regarding the proposer's minority participation is on file with Public Works. The contractor was 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.

This contract does not allow for a Cost-of-Living Adjustment.

ENVIRONMENTAL DOCUMENTATION

The proposed contract work is not a project pursuant to the California Environmental Quality Act because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State California Environmental Quality Act Guidelines. This proposed action to teach smart gardening techniques to students and residents is an administrative activity of government, which will not result in direct or indirect physical changes to the environment.

CONTRACTING PROCESS

On March 7, 2018, a notice of the Request for Proposals (RFP) was placed on the County's "Doing Business With Us" website (Enclosure B); Public Works' "Business Opportunities" website; Twitter; and advertisements were placed in the Los Angeles Daily Journal, Los Angeles Sentinel, and La Opinión. Also, Public Works informed 1,330 Local Small Business Enterprises; 136 Disabled Veteran Business Enterprises; 88 Social Enterprises; and 644 independent contractors, various business development centers, and municipalities about this business opportunity.

On April 25, 2018, two proposals were received, one of which was disqualified for failure to meet the minimum requirements of the RFP. The other proposal was evaluated by an evaluation committee consisting of Public Works staff. The evaluation was based on criteria described in the RFP, which included the price, experience, work plan, and references utilizing the informed averaging

methodology for applicable criteria. Based on this evaluation, it is recommended that this contract be awarded to the apparent responsive and responsible proposer, Go2Zero Strategies, LLC, located in San Dimas, California, a Local Small Business Enterprise. Public Works believes the contractor's price is reasonable for the work requested.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The award of this contract 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 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

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
 PROPOSER'S UTILIZATION PARTICIPATION FOR
 SMART GARDENING PROGRAM

ENCLOSURE A

	Small-Sized Business Category Proposer Name	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
1	Go2Zero Strategies, LLC	X	X	N/A	X	N/A	N/A
2	Medium-Sized Business Category Proposer Name None						
3	Large-Sized Business Category Proposer Name None						

NON-SELECTED FIRMS

	Small-Sized Business Category Proposer Name	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
4	None						
5	Medium-Sized Business Category Proposer Name None	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
6	Large-Sized Business Category Proposer Name None						

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

FIRM INFORMATION*		Go2Zero Strategies, LLC
BUSINESS STRUCTURE		Limited Liability Company
CULTURAL/ETHNIC COMPOSITION		NUMBER/% OF OWNERSHIP
OWNERS/PARTNERS	Black/African American	0
	Hispanic/Latino	0
	Asian or Pacific Islander	0
	American Indian	0
	Filipino	0
	White	1
	<i>Female (included above)</i>	1
	NUMBER	
MANAGER	Black/African American	0
	Hispanic/Latino	9
	Asian or Pacific Islander	0
	American Indian	0
	Filipino	0
	White	2
	<i>Female (included above)</i>	1
STAFF	Black/African American	1
	Hispanic/Latino	0
	Asian or Pacific Islander	1
	American Indian	0
	Filipino	0
	White	0
	<i>Female (included above)</i>	4
	Total No. of Employees	8
COUNTY CERTIFICATION		
	CBE	N/A
	LSBE	Yes
OTHER CERTIFYING AGENCY		City of Los Angeles

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

ENCLOSURE B

Bid Detail Information

Bid Number : PW-BRCD001
Bid Title : Smart Gardening Program (2018-AN016)
Bid Type : Service
Department : Public Works
Commodity : EDUCATIONAL RESEARCH SERVICES
Open Date : 3/7/2018
Closing Date : 4/4/2018 5:30 PM
Bid Amount : \$ 950,000
Bid Download : Not Available
Bid Description :

PLEASE TAKE NOTICE that Public Works requests proposals for the contract for Smart Gardening Program (2018-AN016). This contract has been designed to have a potential maximum contract term of 4 years, consisting of an initial 2-year base term and potential additional two 1-year option renewals. The total 2-year base term contract amount of this service is estimated to be \$1,900,000. The Request for Proposals (RFP) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <http://dpw.lacounty.gov/brcd/servicecontracts/> or may be requested from Ms. Ani Karapetyan at (626) 458-4050 or akarapetyan@dpw.lacounty.gov or Mr. Danny Medina at (626) 458-4080 or dmedina@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 RFP are strongly encouraged to register at <http://dpw.lacounty.gov/general/contracts/opportunities/>. Only those firms registered for this RFP through the website will receive automatic notification when any update to this RFP is made. County does not have an obligation to notify any proposers other than through the Public Works website 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 SEs, 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 proposal submission, proposers must meet all minimum requirements set forth in the RFP document including, but not limited to:

1. Proposing entity or its managing employee(s) and/or subcontractor(s), if any, must have a minimum of three years of experience in any of the following fields with emphasis on waste reduction: solid waste recycling, solid waste management, or solid waste education.
2. Proposing entity must identify a minimum of two qualified instructors in their proposal who will be assigned to this contract, if awarded. Subcontractors may be used to meet this minimum requirement. Instructors must meet at least one of the following qualifications:
 - a. Hold a Master Gardener Certification from the University of California Master Gardener Program or other Master Gardener programs recognized by the American Horticultural Society; or
 - b. Have 2 years of experience in instructing for smart gardening programs; or
 - c. Have completed a minimum of 25 units of college courses in the following fields: biology, plant sciences, landscape architecture, environmental engineering and environmental science, or other fields related to practices promoted by the Smart Gardening Program, such as drought-tolerant landscaping, xeriscaping, integrated pest management, or soil biology. Proposer shall provide a copy of transcript to verify completed courses and required units.
3. Proposing entity or its employee(s) and/or subcontractor(s), if any, must hold a valid and active California issued Contractor Classification C-27 Landscaping license.

ENCLOSURE B

4. The Proposers contracted work in this RFP constitutes Public Works as defined in the California Labor Code Section 1720, requiring payment of prevailing wages pursuant to Section 13, Prevailing Wages, of the RFP. Please note that the services requested in this contract may include both prevailing wage and non-prevailing wage work. Proposer and/or its subcontractor(s), if any, must submit proof of a valid and active State of California Department of Industrial Relations Public Works Contractor Registration pursuant to Labor Code 1725.5. Pending registrations will not be accepted.

Important Notice Regarding Prevailing Wage:

The services requested in this RFP include both prevailing wage and nonprevailing wage work. For example, activities, such as maintenance, which include graffiti removal, landscaping work, mowing minor strips of lawns, pruning trees/hedges, watering and fertilizing plants, replacing dead trees and plants, adjusting sprinkler systems, and providing minor repair and upkeep to structures, such as painting, tightening of bolts, replacement of wood planks, and require payment of prevailing wages; however, other activities needed to perform this work may not be subject to prevailing wage.

A Proposers Conference will be held on Wednesday, March 21, 2018, at 2 p.m. at Public Works Headquarters, 900 South Fremont Avenue, Alhambra, California 91803, in Conference Room A. ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS MANDATORY. Public Works will reject proposals from those whose attendance at the conference cannot be verified. Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. After the conference, Proposers must submit questions in writing and request information for this solicitation within three business days from the date of the conference.

The deadline to submit proposals is Wednesday, April 4, 2018, at 5:30 p.m. Please direct your questions to Ms. Karapetyan at (626) 458 - 4050.

Contact Name : Ani Karapetyan

Contact Phone# : (626) 458-4050 Ext: 4050

Contact Email : akarapetyan@dpw.lacounty.gov

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