



MARK PESTRELLA, Director

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

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

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IN REPLY PLEASE  
REFER TO FILE

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

40 March 19, 2019

CELIA ZAVALA  
EXECUTIVE OFFICER

March 19, 2019

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

Dear Supervisors:

**ENVIRONMENTAL SERVICES CORE SERVICE AREA  
WASTE CHARACTERIZATION STUDY FOR LOS ANGELES COUNTY UNINCORPORATED  
AREAS  
AWARD CONSULTANT SERVICES AGREEMENT  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to award and authorize the Director of Public Works to execute a consultant services agreement to Cascadia Consulting Group for the Waste Characterization Study for the Los Angeles County unincorporated areas.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the scope of the project is categorically exempt from the provisions of the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Award and authorize the Director of Public Works or his designee to execute a consultant services agreement with Cascadia Consulting Group to provide the Waste Characterization Study for a contract amount of \$3,100,000 commencing upon full execution of the agreement until final acceptance of the project by the County.
3. Delegate authority to the Director of Public Works or his designee to supplement the contract by up to 10 percent of the original contract amount for a maximum potential aggregate contract amount of \$3,410,000.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to conduct a waste characterization study to examine solid waste composition and generation rates originating out of particular sectors in the County unincorporated areas. The study will also determine the highest and best use alternatives for diverting major components of the waste stream. The results of this study will enable Public Works to design programs, which address accurate trends in solid waste disposal and diversion. It will also assist the County in meeting compliance with current and new recycling regulations by providing essential characterization information regarding shortfalls in current diversion practices, as well as opportunities for realizing efficiencies.

The previous County Waste Characterization Study was conducted in 2006. That study established the baseline for waste collection and diversion during the 2006 collection year. Since that time, there have been major changes in State recycling regulations including laws related to mandatory commercial waste collection and organics collection. This study is essential to providing the County with updated data regarding current collection and diversion activities and it will be critical in assisting the County in developing new programs, which are responsive to the unique needs and challenges of specific County unincorporated communities and business industries.

The Study, including final report, will take approximately three years to complete.

## **Implementation of Strategic Plan Goals**

The County Strategic Plan directs the provision of Strategy II.3, Make Environmental Sustainability our Daily Reality and Objective II.3.3, Address the Serious Threat of Global Climate Change, and Objective II.3.4, Reduce Waste Generation and Recycle and Reuse Waste Resources. The recommended actions allow the County to accurately measure its waste generation and recycling efforts, as well as plan for the development of sustainability programs responsive to community needs, while maximizing and leveraging resources.

## **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The total contract amount is \$3,100,000, plus 10 percent of the total contract sum for unforeseen additional work within the scope of this contract, if required, for a maximum potential contract sum of \$3,410,000. The contract will commence upon full execution of the agreement until final acceptance of the project by the County.

Funding for these services is included in the Solid Waste Management Fund Fiscal Year 2018-19 Budget and the Garbage Disposal District Funds' Fiscal Year 2018-19 Budgets (GA1-Athens, GA2-Belvedere, GA4-Firestone, GA5-Malibu, GA6-Mesa Heights, GA7-Walnut Park, and GA8-Lennox). Funding for future years will be requested through the annual budget process.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The consultant services agreement will contain terms and conditions in compliance with the Chief Executive Office's and the Board's requirements. The agreement also includes a provision requiring the consultant firms track subcontractor's utilization of Local Small Business Enterprise, Disabled Veterans Business Enterprise, and Social Enterprise Businesses.

Cascadia Consulting Group was selected upon final analysis and consideration without regard to race, creed, gender, or color. Enclosures A and B reflect the consultant's minority participation and Community Business Enterprises participation data.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions are not a project pursuant to the California Environmental Quality Act because they are activities that are excluded from the definition of a project by Section 15378(b)(5) of the California Environmental Quality Act Guidelines. The proposed action to award the consultant services agreement is an administrative activity of the government that will not result in direct or indirect changes to the environment.

### **CONTRACTING PROCESS**

On March 17, 2017, Public Works issued a Request for Proposals (RFP) for the Waste Characterization Study for the County unincorporated areas. The RFP was posted on the "Doing Business with Us" website and the "Public Works Contract Opportunities" website. Additionally, the RFP was published in the Los Angeles Daily Journal, La Opinion, and Los Angeles Sentinel. Also, Public Works informed over 900 local small business enterprises about this business opportunity. Public Works reached out to non-Local Small Business Enterprise (LSBE) and/or Small Business Enterprise (SBE) firms to inform them and their subconsultants of the benefits of being a certified LSBE and to encourage them to become an LSBE, if eligible.

On March 17, 2017, seven firms registered for the project and one firm submitted a proposal. An evaluation committee, consisting of Public Works' technical staff, evaluated the proposal as outlined in the RFP. The selected firm is qualified to provide the required services based upon their technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. The firm was selected without regard to race, creed, color, or gender. Public Works has determined that the firm's proposed rates for performing the services are reasonable.

The 3-year contracting history for the selected firm is on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code, Chapter 2.201 (Living Wage Program), does not apply to the recommended agreement. The consultant services agreement is exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis. Public Works notified the union on this solicitation.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreement. The consultant services agreement will provide necessary waste characterization study services to support various County projects in an efficient manner, enhancing the delivery of County projects.

### **CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Environmental Programs

The Honorable Board of Supervisors

3/19/2019

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Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, with the first name "Mark" written in a larger, more prominent script than the last name "Pestrella".

MARK PESTRELLA

Director

MP:SC:td

Enclosures

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

**ENCLOSURE A**

**COUNTY OF LOS ANGELES PUBLIC WORKS  
 CONSULTANT'S UTILIZATION PARTICIPATION FOR  
 WASTE CHARACTERIZATION STUDY FOR LOS ANGELES COUNTY UNINCORPORATED AREAS**

**SELECTED FIRM**

Firm	Local SBE	SBE	Minority	Women	Disadvantaged	Disabled/Vet
Cascadia Consulting Group				X		

Waste Characterization Study for Los Angeles County Unincorporated Areas	
FIRM INFORMATION	Cascadia Consulting Group
BUSINESS STRUCTURE	
Corporation	
CULTURAL/ETHNIC COMPOSITION	
OWNERS/PARTNERS	NUMBER / % OF OWNERSHIP
Black/African American	0
Hispanic/Latino	0
Asian or Pacific Islander	0
American Indian	0
Filipino	1
White	4
Female (included above)	3
MANAGER	
Black/African American	0
Hispanic/Latino	0
Asian or Pacific Islander	0
American Indian	0
Filipino	0
White	17
Female (included above)	14
STAFF	
Black/African American	1
Hispanic/Latino	1
Asian or Pacific Islander	17
American Indian	0
Filipino	1
White	10
Female (included above)	5
Total # of Employees	42
COUNTY CERTIFICATION	
CBE	Consumer & Business Affairs
LSBE	N/A
OTHER CERTIFYING AGENCY	State of Washington Office of Minority and Women's Business Enterprises; City of Los Angeles