LOS ANGELES COUNTY
ISD
INTERNAL SERVICES

Tom Tindall
Director

COUNTY OF LOS ANGELES
Internal Services Department
1100 North Eastern Avenue
Los Angeles, California 90063

To enrich lives through effective and caring service.

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March 3, 2009

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

Dear Supervisors:

REQUEST FOR APPROVAL AND AWARD OF THE FACILITY ANCILLARY SERVICES MASTER AGREEMENT (ALL DISTRICTS - 3 VOTES)

SUBJECT

This action is to approve the Facility Ancillary Services Master Agreement with qualified vendors to provide services to ISD and County departments.

IT IS RECOMENDED THAT YOUR BOARD:

1. Authorize the Director, Internal Services Department (ISD), or his designee, to execute Facility Ancillary Services Master Agreements (FASMA), with the 31 companies listed on Attachment 1, effective April 1, 2009, for an initial term of three (3) years, with three (3) two-year extensions exercised by the Director, ISD, or his designee.

2. Authorize the Director, ISD, or his designee, to execute agreements with new vendors as they become qualified under FASMA throughout the initial term of the Master Agreement and extensions, and execute applicable amendments when the original contracting entity has merged, been purchased or has otherwise changed.

3. Authorize the Director, ISD or his designee, to add services categories as the services become necessary.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the recommended Master Agreement is to enable ISD to continue administering the FASMA program which provides a pool of qualified vendors to perform a variety of services at County facilities.

The range of services and minimum requirements for each category are identified in Attachment 2. The FASMA groups and categories include the following:

- Abatement and Remediation Group
- Consultants Group
- General Services Group
- Waste and Rubbish Group

The current FASMA expires on March 31, 2009, and there is a need to maintain the FASMA program to assist ISD and County departments to obtain these services. The majority of County departments use various services provided under FASMA.

Your Board's approval will enable ISD and County departments to continue to obtain facility ancillary services. In addition, performing continued services under FASMA, will provide multiple qualified vendors to cover all geographical areas of the County and will streamline the acquisition process.

Implementation of Strategic Plan Goals

The recommended action supports the Countywide Strategic Plan Goal Number 1, Service Excellence; Goal Number 3, Organizational Effectiveness; and Goal Number 4, Fiscal Responsibility by effectively managing County resources. Specifically, the recommended Master Agreement will enable County departments to order facility ancillary services in a cost effective manner.

FISCAL IMPACT/FINANCING

Expenditures under these agreements will vary from year to year based on the needs of ISD and County departments. For fiscal year 07/08, approximately $9 million was spent by County departments for FASMA services. For the current fiscal year, approximately $5 million has been spent by County departments for FASMA services.

Expenditures over the term of the agreements in any given year will remain within each department's budgeted appropriation for such services. Departments utilizing the services will ensure that contractors will not be asked to perform services which exceed the amounts, scope of work and dates specified in each individual purchase order.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The terms and conditions of the proposed Master Agreement have been approved as to form by County Counsel. The Master Agreement contains the Board's required contract provisions including those pertaining to consideration of qualified County employees targeted for layoff as well as qualified GAIN/GROW participants for employment openings, and compliance with the Jury Service Ordinance, Safely Surrendered Baby Law and the Child Support Program.

The FASMA services are of an extraordinary professional or technical nature and will be required on a part-time or intermittent basis. Therefore, the proposed Master Agreement is not a Proposition A agreement and not subject to the Living Wage Program (County Code Chapter 2.201). It has been determined that the services under these agreements do not impact Board Policy No. 5.030, "Low Cost Labor Resource Program", because of the specialized training needed to perform the work.

CONTRACTING PROCESS

On December 4, 2008, ISD released a Request for Statement of Qualifications (RFSQ) for Facility Ancillary Services and posted the solicitation and contracting opportunity announcements on the County's "Doing Business with Us" web site (Attachment 3). All current FASMA contractors are required to execute new Master Agreement in order to continue their eligibility to bid on new purchase order solicitations. Since the release of the RFSQ, 51 responses have been received and reviewed for compliance with the RFSQ. Thirty-one (31) vendors were determined to be qualified and are being recommended for the Master Agreement. Twenty (20) vendors submitted incomplete Statement of Qualifications and the Department is working with these vendors to remedy the omissions and determine if they could qualify for the Master Agreement at a later date. Community Business Enterprise Program information for each recommended vendor is identified in Attachment 4. Eight (8) vendors are certified as Local Small Business Enterprises (LSBE). Contractors were selected without regard to gender, race, creed, color or national origin for award of a Master Agreement.

New vendors may qualify for a Master Agreement at any time during the initial term of the contract and extensions by submitting a Statement of Qualifications (SOQ). These contractors will be subsequently added to the Master Agreement provided they meet the minimum requirements identified in the RFSQ. Thereafter, contractors will be solicited under competitive conditions to provide facility ancillary services under purchase orders executed by ISD.

Approval of the Master Agreement does not guarantee a contractor any minimum amount of business. County departments only incur an obligation as individual purchase orders are issued. All eligible contractors can respond to a purchase order solicitation by submitting a bid in the applicable FASMA categories which the contractor has been pre-qualified. Purchase order awards will be made to the lowest priced qualified contractor unless other selection criteria have been set forth in the purchase order solicitation. Contractors certified as a Local Small Business Enterprise (LSBE) will receive the 5% LSBE preference on their purchase order bids.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of FASMA will ensure the County continues to receive various facility services more effectively while efficiently streamlining the acquisition process.

CONCLUSION

The Executive Office, Board of Supervisors, is requested to return one stamped copy of the approved Board letter to the Director, ISD.

Respectfully submitted,

Tom Tindall
Director

TT:JS:YY

Attachments

c: Chief Executive Officer
County Counsel

ATTACHMENT I

FACILITY ANCILLARY SERVICES MASTER AGREEMENT
QUALIFIED VENDORS AND CATEGORIES

	VENDORS	ABATEMENT & REMEDIATION GROUP	CONSULTANT GROUP	GENERAL SERVICES GROUP	WASTE GROUP
1	A to Z Building Services	X			
2	American Relocation & Logistics, Inc.			X	
3	Arakelian Enterprises, Inc. D.B.A. Athens Services				X
4	Asbestos Instant Response (AIR)	X			
5	Baytek Engineering	X			
6	Cal Vada Environmental Services		X		
7	Consolidated Disposal Service				X
8	Crest Labor, Inc.			X	
9	Dedicated Logistx, Inc., D.B.A. Logistx,			X	
10	Dr. Maureen Sassoon		X		
11	DYJP Inc.				X
12	Environmental Dynamics Inc.				X
13	G & G Trucking, Inc.			X	
14	H2 Environmental Consulting Services, Inc.		X		
15	Industrial Waste Utilization, Inc.				X
16	Key Disposal, Inc.				X
17	King Relocation Services, D.B.A, King Van & Storage, Inc.			X	
18	Munters Corporation	X			
19	Paramount Pest Control of Los Angeles			X	
20	Patriot Environmental Services, Inc.	X			
21	RGA Environmental, Inc.	X			
22	Royer Engineering Services, Inc.		X		
23	Southland Disposal Company				X
24	Sterling Van Lines, Inc.			X	
25	The Teecor Group, D.B.A., Universal Abatement Services, Inc.	X			
26	Torrez Trucking, Inc.			X	
27	United Pumping Services, Inc.				X
28	Universal Waste System, Inc.				X
29	USA Waste of CA (D.B.A. Waste Management)				X
30	USA Waste of CA (D.B.A. GI Industries)				X
31	Water Works Technology, Inc				X
	Total Contractors	7	4	8	12

FACILITY ANCILLARY SERVICES MASTER AGREEMENT MINIMUM REQUIREMENTS

GROUPS	SUBCATEGORY/DESCRIPTION	MINIMUM REQUIREMENTS (3 YEARS FOR ALL CATEGORIES)
I. ABATEMENT & REMEDIATION GROUP	**A. Asbestos Abatement & Remediation**	
	Abatement & Remediation services including, analysis, clean-up, removal and disposal of asbestos-containing materials	CA Contractor's license with "ASB" designation
	B. Lead Abatement & Remediation	
	Abatement & Remediation services including, analysis, clean-up, removal and disposal of lead-containing materials	Certification by the State Dept. of Health Services as Lead Supervisor/Lead Worker
	C. Mold Abatement & Remediation	
	Abatement & Remediation, drying, dehumidifying, or gamma radiation of mold affected sites and materials	Inspection, Cleaning and Restoration Certification (IICRC)
	D. Smoke/Water Damage	
	Remediation, clean-up, disposal and restoration of affected areas.	Inspection, Cleaning and Restoration Certification (IICRC)
II. CONSULTANTS GROUP	**A. Asbestos Consultant**	
	Conducts site audits and prepares audit reports	Certified by the State of California as Certified Asbestos Consultant; Accreditation as a Building Inspector, Contractor/Supervisor, Project Designer and Management Planner
	B. Environmental Consultant	
	Air sampling/monitoring. Conduct site surveillance. Prepare reports.	Certified by the State of California as Registered Environmental Assessor I or Registered Environmental Assessor II
	C. Lead Consultant	
	Conduct inspections for lead-laden components, perform risk assessments, write specifications, project design and monitoring	Certification by the State Dept. of Health Services as Lead Inspector/Assessor and Certified Lead Project Monitor
	D. Parking Consultant Services	
	Provide technical consulting services to County in the development, evaluation and/or acquisition of additional parking resources for its officers, employees, customers and its official business constituents working and conducting their business in the County of Los Angeles	N/A
	E. Site Surveillance Technician	
	Conducts site surveillance	Current accreditation as a Building Inspector, and Contractor/Supervisor

GROUPS	SUBCATEGORY/DESCRIPTION	MINIMUM REQUIREMENTS (3 YEARS FOR ALL CATEGORIES)
III. GENERAL SERVICES GROUP	**A. Duct Cleaning Services**	
	Contractor enters confined spaces to scrape/steam clean HVAC system	California State Warm-Air Heating, Ventilating and Air-Conditioning Contractor's License; NADCA Certification
	B. Moving Relocation and/or Storage Services	
	Move office/computer/furniture for various County Departments for relocation and or storage	Public Utilities Commission Permit to Operate As a Highway Carrier
	C. Pest Control and Termite Extermination	
	Extermination and control of creeping, crawling, flying pests, termites, rodents, possums, reptiles, birds, etc.	CA Dept. of Pesticide Regulation issued Qualified Applicator license in good standing
IV. WASTE & RUBBISH GROUP	**A. Electronic Waste-Collectors/Recyclers**	
	Pick-up and proper disposal of various electronic products from various County locations	CA Integrated Waste Management Board Certification
	B. Hazardous/non-Hazardous Waste Removal & Disposal	
	Analysis, clean-up, packing, removal & transportation of hazardous materials, such as, medical waste, contaminated soils, flammables, carcinogens, toxins, and non-hazardous waste materials such as, grease/oil products. Clean waste water / sewage from storage tanks for removal and reuse	EPA ID number; Hazardous Material Certification of Registration; EPA Acknowledgment of Notification of Hazardous Waste Activity; CA Contractors License Board license with "HAZ" designation; Hazardous Material Transportation License; California DMV license with "X" designation; Medical Waste Transporter Verification & Conditions (if applicable); Medical Waste Transporter listed with California Department of Public Health (if applicable); Medical Waste Transporter Identification/Facility Utilization Application (if applicable); Wastewater Treatment Plant Operator's Certificate, Grade II or higher issued by CA State Water Resources Control Board (if applicable); Wastewater Treatment Facility Operator's Certificate, Grade I or higher issued by CA State Dept. of Health (if applicable)
	C. Rubbish Removal and Disposal Services	
	Pick up and disposal of standard waste products from various County locations	County of Los Angeles Department of Public Health Solid Waste Management Waste Collector Permit

Bid Detail Information

Bid Number :	103999TM
Bid Title :	Request for Statement of Qualifications Facility Ancillary Services
Bid Type :	Service
Department :	Internal Services Department
Commodity :	INSULATION AND ASBESTOS INSTALLATION, MAINTENANCE, REPAIR AND REMOVAL SERVICES (INCLUDES INSPECTION AND MONITORING)
Open Date :	12/4/2008
Closing Date :	Continuous
Bid Amount :	$ 00,000
Bid Download :	Available
Bid Description :	The County of Los Angeles, Internal Services Department is seeking qualified companies to enter into Master Agreements with the County to provide facility ancillary services required by various County departments related to their facility programs. Vendors may seek to qualify in one of more of the following facility ancillary service categories: Abatement & Remediation, Consultants, General Services, Waste & Rubbish.
Contact Name :	Tatiana Menendez
Contact Phone# :	(323) 267-2615
Contact Email :	tmenendez@isd.lacounty.gov
Last Changed On :	12/4/2008 5:57:58 PM

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COUNTY OF LOS ANGELES

FACILITY ANCILLARY SERVICES MASTER AGREEMENT QUALIFIED VENDORS

FIRM INFORMATION		A to Z Building Services	American Relocation & Logistics, Inc.	Arakelian Enterprises, Inc. D.B.A. Athens Services	Asbestos Instant Response (AIR)	Baytek Engineering	Cal Vada Environmental Services	Consolidated Disposable Service
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0%	0%	0%	0%	100%	0%	0%
	Hispanic/Latino	0%	33%	0%	50%	0%	50%	0%
	Asian or Pacific Islander	100%	0%	0%	0%	0%	0%	0%
	American Indian	0%	0%	0%	0%	0%	0%	Publicly Traded
	Filipino	0%	0%	0%	0%	0%	0%	0%
	White	0%	67%	100%	50%	0%	50%	0%
	Female (included above)	1	0	0	0	0	0	0
MANAGER	Black/African American	0	0	0	0	0	0	2
	Hispanic/Latino	2	6	83	6	0	1	10
	Asian or Pacific Islander	3	0	7	0	0	0	0
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	2	5	30	1	0	3	6
	Female (included above)	0	5	35	1	0	1	2
STAFF	Black/African American	0	0	2	0	0	0	16
	Hispanic/Latino	1	38	1155	11	0	4	296
	Asian or Pacific Islander	0	0	1	1	0	0	4
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	0	23	19	0	0	6	6
	Female (included above)	1	23	164	1	0	1	11
TOTAL # OF EMPLOYEES		8	72	1297	19	0	14	340
BUSINESS STRUCTURE		Sole Proprietor.	Corporation	Corporation	Corporation	Sole Proprietor.	Corporation	Limited Liability
County Certification								
	CBE							
	LSBE					Yes	Yes	
OTHER CERTIFYING AGENCY								

COUNTY OF LOS ANGELES

FACILITY ANCILLARY SERVICES MASTER AGREEMENT QUALIFIED VENDORS

FIRM INFORMATION		Crest Labor Inc.	Dedicated Logistix, Inc. D.B.A. Logistix	Dr. Maureen Sassoon	DYJP, Inc.	Environmental Dynamics, Inc.	G & G Trucking, Inc.	H2 Environmental Consulting Services, Inc.
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0%	0%	0%	0%	0%	0%	0%
	Hispanic/Latino	33%	0%	0%	100%	50%	50%	50%
	Asian or Pacific Islander	0%	0%	50%	0%	0%	0%	0%
	American Indian	67%	0%	0%	0%	0%	0%	0%
	Filipino	0%	0%	0%	0%	0%	0%	0%
	White	0%	100%	50%	0%	50%	50%	50%
	Female (included above)	0	1	1	1	0	0	1
MANAGER	Black/African American	0	0	0	0	0	0	0
	Hispanic/Latino	1	3	0	3	0	3	6
	Asian or Pacific Islander	0	0	0	0	0	0	0
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	0	1	0	0	0	0	3
	Female (included above)	0	1	0	1	0	0	2
STAFF	Black/African American	11	0	0	0	0	0	0
	Hispanic/Latino	9	40	0	1	4	32	0
	Asian or Pacific Islander	0	0	0	0	0	0	0
	American Indian	6	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	0	2	0	0	0	0	0
	Female (included above)	1	2	0	0	2	2	0
TOTAL # OF EMPLOYEES		27	46	0	4	4	35	9
BUSINESS STRUCTURE		0	Corporation	Sole Proprietorship	Corporation	Corporation	Corporation	Corporation
County Certification								
	CBE							
	LSBE		Yes		Yes			
OTHER CERTIFYING AGENCY								

COUNTY OF LOS ANGELES

FACILITY ANCILLARY SERVICES MASTER AGREEMENT QUALIFIED VENDORS

FIRM INFORMATION		Industrial Waste Utilization, Inc.	Key Disposal, Inc.	King Relocation Services, D.B.A. King Van & Storage, Inc.	Munters Corporation	Paramount Pest Control Service of Los Angeles	Patriot Environmental Services, Inc.	RGA Environmental, Inc.
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0%	0%	0%	0%	0%	0%	0%
	Hispanic/Latino	0%	0%	0%	0%	0%	0%	0%
	Asian or Pacific Islander	0%	0%	0%	0%	0%	0%	0%
	American Indian	0%	Publicly Traded	0%	Publicly Traded	0%	0%	0%
	Filipino	0%	0%	0%	0%	0%	0%	0%
	White	100%	0%	0%	0%	100%	100%	100%
	Female (included above)	0	0	0	0	0	0	1
MANAGER	Black/African American	0	0	1	0	0	2	1
	Hispanic/Latino	1	0	0	0	0	9	1
	Asian or Pacific Islander	0	0	0	0	0	1	1
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	1	0	0	0	0
	White	3	4	4	29	0	6	9
	Female (included above)	2	2	0	2	0	1	8
STAFF	Black/African American	5	0	3	4	0	3	4
	Hispanic/Latino	3	0	21	7	1	44	2
	Asian or Pacific Islander	0	0	1	1	0	1	4
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	8	36	21	82	3	20	39
	Female (included above)	3	2	16	10	0	4	19
TOTAL # OF EMPLOYEES		20	40	52	123	4	86	61
BUSINESS STRUCTURE		Corporation	Corporation	Corporation	Corporation	Sole Proprietorship	Corporation	Corporation
County Certification								
	CBE							
	LSBE							
OTHER CERTIFYING AGENCY								

COUNTY OF LOS ANGELES

FACILITY ANCILLARY SERVICES MASTER AGREEMENT QUALIFIED VENDORS

FIRM INFORMATION		Royer Engineering Services, Inc.	Southland Disposal Company	Sterling Van Lines, Inc.	The Teecor Group, Inc. D.B.A. Universal Abatement Services Inc.	Torrez Trucking, Inc.	United Pumping Service, Inc.	Universal Waste Systems, Inc.
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0%	0%	0%	50%	0%	0%	0%
	Hispanic/Latino	0%	0%	0%	0%	100%	100%	0%
	Asian or Pacific Islander	0%	0%	0%	0%	0%	0%	0%
	American Indian	0%	0%	0%	0%	0%	0%	0%
	Filipino	0%	0%	0%	0%	0%	0%	0%
	White	100%	100%	100%	50%	0%	0%	100%
	Female (included above)	0	0	0	0	0	1	0
MANAGER	Black/African American	0	0	0	0	0	0	0
	Hispanic/Latino	0	0	2	0	3	1	6
	Asian or Pacific Islander	1	0	0	0	0	0	0
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	0	0
	White	0	4	2	0	0	2	5
	Female (included above)	0	2	0	0	0	0	3
STAFF	Black/African American	0	0	0	0	2	3	0
	Hispanic/Latino	1	10	19	29	5	73	81
	Asian or Pacific Islander	0	0	0	0	1	1	0
	American Indian	0	0	0	0	0	0	0
	Filipino	0	0	0	0	0	2	0
	White	3	0	8	3	3	5	8
	Female (included above)	1	0	4	1	1	15	5
TOTAL # OF EMPLOYEES		5	14	31	32	14	87	100
BUSINESS STRUCTURE		Corporation	Sole Proprietorship	Corporation	Corporation	Corporation	Corporation	Corporation
County Certification								
	CBE							
	LSBE	Yes	Yes	Yes		Yes		
OTHER CERTIFYING AGENCY								

COUNTY OF LOS ANGELES

FACILITY ANCILLARY SERVICES MASTER AGREEMENT QUALIFIED VENDORS

FIRM INFORMATION		USA Waste of California, Inc. D.B.A. Waste Management	USA Waste of CA, D.B.A. GI Industries	Water Works Technology, Inc.
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0%	0%	100%
	Hispanic/Latino	0%	0%	0%
	Asian or Pacific Islander	0%	0%	0%
	American Indian	Publicly Traded	Publicly Traded	0%
	Filipino	0%	0%	0%
	White	0%	0%	0%
	Female (included above)	0	0	0
MANAGER	Black/African American	10	0	0
	Hispanic/Latino	41	5	0
	Asian or Pacific Islander	6	1	0
	American Indian	0	0	0
	Filipino	0	0	0
	White	48	5	1
	Female (included above)	30	1	1
STAFF	Black/African American	77	3	1
	Hispanic/Latino	766	192	1
	Asian or Pacific Islander	23	4	0
	American Indian	4	1	0
	Filipino	0	0	0
	White	132	45	2
	Female (included above)	215	32	0
TOTAL # OF EMPLOYEES		1107	256	5
BUSINESS STRUCTURE		Corporation	Corporation	Corporation
County Certification				
	CBE			
	LSBE			
OTHER CERTIFYING AGENCY				