



**REQUEST FOR PROPOSALS FOR
MUNICIPAL STORM SEWER CATCH BASIN CLEANING
(RFP 2020-01)**

Release Date:	06/15/2020
Questions Due to GWMA:	07/10/2020
Proposal Due Date:	07/31/2020

Public notice is hereby given that The Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (“Gateway Water Management Authority” or “GWMA”) invites proposals for the above-stated project and will receive such proposals electronically only up to the hour of **4:00 pm, Pacific Standard Time (PST) on Friday, July 31, 2020.**

The description of work to be done is attached to this RFP.

This is a catch basin cleaning proposal which does not require a specific Contractor’s License or prevailing wage payments as determined by the Department of Industrial Relation (DIR) because the catch basin cleaning is being performed purely for environmental reasons and to satisfy waste discharge requirements imposed by the State Water Resources Control Board and Los Angeles Regional Water Quality Control Board (See DIR opinion PW 2005-014 (Sediment Removal from Storm Drains – California Department of Transportation)). No maintenance work as provided in California Labor Code Section 1771 nor any other work requiring the payment of prevailing wages shall be performed under the contract or contracts entered into pursuant to this solicitation.

The GWMA is soliciting bids on behalf of its member municipalities, but will not enter into a contract with any Company. Please note this is not a low bid solicitation and each individual municipality may decide to enter into a contract with one or more of the Companies and can negotiate prices with any Company or chose another Company altogether.

Proposals must be prepared in conformance with the Instructions to Proposers.

The GWMA reserves the rights to reject any or all proposals for any reason or no reason, to waive any irregularity in any proposals, and to take all proposals under advisement for a period of 30 days.



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DESCRIPTION OF WORK TO BE DONE

The Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (“Gateway Water Management Authority” or “GWMA”) is a coalition of 30 public agencies responsible for the regional water planning needs of two million people in the Gateway Region of Southeast Los Angeles County.

In 2009, the Gateway Water Management Authority was awarded a \$10,000,000 stimulus grant through the American Reinvestment and Recovery Act (ARRA) to retrofit over 10,000 catch basins in 16 cities tributary to the Los Angeles River to meet Trash Total Maximum Daily Load (TMDL) targets.

The Gateway Water Management Authority is seeking proposals for cleaning of catch basins within the entire Gateway Region (Los Angeles River and San Gabriel River tributaries). The Gateway Region is comprised of the following municipalities: the cities of Artesia, Avalon, Bell, Bell Gardens, Bellflower, Cerritos, Commerce, Compton, Cudahy, Downey, Hawaiian Gardens, Huntington Park, La Habra Heights, La Mirada, Lakewood, Long Beach, Lynwood, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, Santa Fe Springs, Signal Hill, South Gate, Vernon, and Whittier (the “Contracting Agencies”). All, some, or none of the municipalities within the Gateway Region may accept a proposer’s pricing and terms. Individual municipalities may also negotiate terms with any proposer. The maximum total number of catch basins, if all municipalities enter into contracts, is estimated at between 14,000 and 18,000. The Gateway Water Management Authority will not enter into a contract for this work.

Each proposer whose proposal is accepted will be required to clean catch basins with connector pipe screens (CPS) and/or automatic retractable screens (ARS) and unmodified catch basins in accordance with the agreements entered into with the individual Contracting Agencies. Each Contracting Agency has a varying number of catch basins; therefore, proposals shall be made on a per catch basin basis and will remain in effect for **3 years** from the date of acceptance.

Contract Work (the cleaning of catch basins owned by the Contracting Agencies):

Each successful proposer (“Company”) shall inspect at regular intervals and clear all debris in catch basins within the jurisdiction of the Contracting Agencies with which the Company has entered into a contract a minimum of one time between May 1 and September 30 of each year. In addition, the Company shall perform one inspection of all catch basins within the jurisdiction of the Contracting Agencies with which the Company has entered into a contract during the months of October, January, and April. The Los Angeles MS4 Permit requires trash capture inserts be cleaned at regular intervals to maintain efficiency. The Company is not being contracted to, and shall not perform repair, maintenance or other work, that would require a Contractor’s License or the payment of prevailing wages.

The Company shall report to the appropriate Contracting Agency any damaged catch basin screens and missing stenciling requirements. The Company shall report evidence of rodents and/or vectors breeding/living in the storm drain system to the appropriate Contracting Agencies within twenty-four (24) hours of discovery.



GATEWAY WATER MANAGEMENT AUTHORITY

16401 Paramount Boulevard • Paramount, California 90723

The Company shall be responsible for developing and implementing traffic control procedures in accordance with California Manual on Uniform Traffic Control Devices (latest addition). The Contracting Agency may request written copies of Traffic Control Plans for collector or arterial streets, if necessary.

The Company shall take no less than five (5) photos documenting the before and after conditions of all debris cleaning, from the same vantage points, of each condition. All photos shall be at least 4 megapixel (MP) in quality, in jpeg (.jpg) format, labeled such that it is easy to identify each catch basin location, and submitted with the invoice to the appropriate Contracting Agency.

Proposed pricing shall be submitted for each type of catch basin and shall include costs to clean each type for a twelve-month period including inspections and debris removal, as specified. The appropriate Contracting Agency will pay the Company for each of the required inspections and cleanings based on the Company’s proposal or such other terms to which the Contracting Agency Company shall otherwise agree. Requests for payment shall be submitted to the appropriate Contracting Agency upon completion of each of the four required inspections and cleanings. The Contracting Agency may request additional cleanings based on the Company proposal.

The following tables are an approximate total of catch basins that the municipalities own and are responsible for. If the Contracting Agencies sign contracts based on this proposal, the awarding Companies are advised to work with the appropriate Contracting Agencies to arrive at an accurate and complete list of catch basins within the appropriate Contracting Agencies.

Catch Basins within San Gabriel River Watershed	
City	No. of Catch Basins
Artesia	0
Bellflower	125
Cerritos	344
Hawaiian Gardens	49
La Habra Heights	27
La Mirada	221
Lakewood	90
Long Beach	3
Norwalk	55
Paramount	58
Pico Rivera	83
Santa Fe Springs	312
Signal Hill	12
Whittier	59
Total	1488



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Catch Basins within Los Angeles River Watershed			
Agency	<u>No. of ARS CB</u>	<u>No. of CPS CB</u>	<u>No. of Unmodified CB</u>
Long Beach	1130	2691	750
Vernon	13	848	46
Compton	854	1145	99
Commerce	320	545	115
South Gate	499	682	59
Montebello	881	919	135
Bell Gardens	154	248	25
Downey	76	395	43
Huntington Park	284	442	37
Lynwood	359	579	14
Paramount	229	320	0
Bell	137	238	0
Maywood	116	151	0
Signal Hill	114	139	0
Cudahy	105	130	0
Pico Rivera	47	56	0
Lakewood	2	2	4
Total	5320	9530	1327



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INSTRUCTIONS TO PROPOSERS

Cover Letter (to be attached to the front of the Proposal Packet):

- Proposal Letters shall be addressed as follows:
Gateway Water Management Authority
Attn: Ms. Traci Gleason
16401 Paramount Blvd.
Paramount, CA 90723
- Introduce your company and summarize your proposal in the cover letter. Include the name, email and telephone number of the person who will be the point of contact and is completely familiar with the proposal.
- The proposal cover letter shall be signed by an official authorized to bind the proposer (Company) contractually.

Proposer (Company) Information

- Owner's full name and address and year company was founded.
- Names of subsidiaries or parent company, if applicable.
- Names of company owners and senior management team.

Understanding of Need

- Demonstrate the firm's understanding of the Description of Work as well as your general approach.

Company and Team Experience

- Company must have a minimum of three (3) years of experience of catch basin cleaning service. A proposer's failure to provide proof of meeting the minimum qualifications shall result in an immediate rejection of the proposal.
- List references for at least 3 different catch basin cleaning projects.
- Provide resumes of proposed individuals that shall participate in providing services, including their title and years of experience.

Note:

Contractor's License and Prevailing Wage Determination are not required for this Cleaning Catch Basin Contract as described in the Request for Proposals.

Catch Basin Proposal Form

- The proposal must contain an executed copy of the attached Catch Basin Proposal Form. (see page 8)
- The form shall contain the proposed prices for each type of catch basin.



Specifications and Examination of Sites and Work:

The Standard Specifications of the Greenbook are incorporated into this request for proposals.

All temporary traffic control for construction and work zones shall conform to the latest editions of the California Manual on Uniform Traffic Control Devices (CA MUTCD) or Work Area Traffic Control Handbook (WATCH Manual).

The following sentences are added to the end of Subsection 2-5.1, "General," of the Standard Specifications of the Greenbook:

“Each proposer (Company) must become fully informed of the conditions relating to the work and the employment of labor thereon. Failure to do so will not relieve the Company of the obligation to furnish all material and labor necessary to carry out the provisions hereof.”

Examination of Documents

By submitting a proposal, the proposer represents that it has thoroughly examined and become familiar with the work required under this request for proposals, and that it is capable of performing quality work within the established schedule to achieve the objectives of the Contracting Agencies and the Gateway Water Management Authority as specified in this request for proposals. All proposers are required to comply with all of the provisions of this request for proposals. By submitting a bid, each proposer agrees to perform the required work at not more than the price quoted.

Addenda

If the Gateway Water Management Authority’s Executive Officer, in the Executive Officer’s sole discretion, believes there is a need for clarification, the Executive Officer will issue an Addendum to all prospective proposers. The Gateway Water Management Authority shall make any changes to the requirements of this request for proposals by written addenda only. Changes to the proposal will be posted on the Gateway Water Management Authority’s website (www.gatewaywater.org).

Request for Information or Clarification

Should a proposer have questions about this request for proposals or require clarifications, the proposer shall notify the Gateway Water Management Authority via email ONLY. **NO PHONE CALLS WILL BE ACCEPTED.**

All questions or requests for clarifications shall be e-mailed to Traci Gleason at: **tgleason.gateway@gmail.com**

with the email subject line: **“MSS Catch Basin Cleaning RFP 2020-01 - Written Questions.”**

All questions or requests for clarifications must be received by the Gateway Water Management Authority no later than: **Friday, July 10, 2020 at 4:00 pm, PST.**

The Gateway Water Management Authority shall not be responsible for failure to respond to a question or request for clarification and/or comment that has not been properly labeled. Questions received after the stated deadline will not be answered.



Last Day to Receive Proposals

Proposals must be received by GWMA at or before: **Friday, July 31, 2020 at 4:00 pm, PST.**

Any proposal received after the date and time specified above will be rejected, considered non-responsive, and returned to the proposer(s).

Submission of Proposals

Proposers shall submit one **(1) electronic file (.pdf)** of the proposal via email to: **tgleason.gateway@gmail.com.**

No hardcopies will be accepted.

Late proposals will not be considered.

Acceptance of Proposals

The Gateway Water Management Authority reserves the right to accept or reject any and all proposals, or any item or part thereof, and to waive any informalities or irregularities in a proposal.

GWMA reserves the right to withdraw this request for proposals at any time without prior notice, and GWMA makes no representations that any contract will be awarded to any proposer responding to this request for proposers by any of the municipalities. The municipalities reserve the right to contract with other entities for catch-basin cleaning services. GWMA reserves the right to postpone for its own convenience the date for receipt of the proposals. The Gateway Water Management Authority reserves the right to modify the schedule.

Pre-Contractual Expenses

The Gateway Water Management Authority shall not pay or reimburse proposers for expenses incurred by any proposer in order to submit a proposal, including but not limited to those identified below:

1. Submitting a proposal to the Gateway Water Management Authority; and/or
2. Any other expenses incurred by proposer prior to the date of execution of contract documents constituting the agreement between the proposer and any of the Contracting Parties.



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CATCH BASIN CLEANING COST PROPOSAL FORM

Company Name and Address:

Proposal pricing shall be based on a per catch basin costs and shall include the following work to be performed:

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The Company shall be responsible for developing and implementing traffic control procedures in accordance with California Manual on Uniform Traffic Control Devices (latest addition). The Contracting Agency may request written copies of Traffic Control Plans for collector or arterial streets, if necessary. The Company shall take a photo documenting the before and after conditions of all debris cleaning, from the same vantage points, in an amount not less than five (5) of each condition. All photos shall be at least 4 MP in quality, in .jpg format, labeled such that it is easy to identify each catch basin location and submitted with the invoice to the appropriate Contracting Agency.

Proposal prices shall be guaranteed.

Description	Quantity	Unit	Unit Price	Total
ARS Catch Basin	1,000	each	\$	\$
CPS Catch Basin	9,500	each	\$	\$
ARS & CPS Catch Basin	4,000	each	\$	\$
Non-retrofitted Catch Basin	3,000	each	\$	\$
Total				\$

Authorized Signature

Date