



OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF



July 21, 2017

Notice to Potential Vendors:

**BULLETIN NUMBER 1
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
WATER WELL SYSTEM MAINTENANCE SERVICES
RFSQ NUMBER 613-SH**

INTRODUCTION

The Los Angeles County Sheriff's Department (Department) is issuing the Request for Statement of Qualifications (RFSQ) seeking qualified companies (Vendors) to enter into Master Agreements with the County of Los Angeles (County) for the provision of as-needed Water Well Systems Maintenance Services.

Water Well Systems Maintenance Services include, but are not limited to, all necessary supervision, labor, tools, and equipment to perform routine and emergency water well pump removal and installations, water well drilling, water treatment equipment repairs and installations, water well performance testing, water well casing cleaning/repairs and installation, water well systems video inspections, chemical disinfecting, cleaning and treatment services, and/or other repairs and services on various types of pumps and water well systems equipment. A further description of services to be performed are outlined in Attachment 1, Statement of Work, of the RFSQ.

The Department will solicit for various types of Water Well Systems Maintenance Services from Qualified Contractors during the Term of the Master Agreements. It is not required that a Vendor be qualified to perform all services described in Attachment 1, Statement of Work, of the RFSQ. A Vendor may submit qualifications for one, some, or all service categories listed in Appendix A, Required Forms, Exhibit 14, Schedule of Prices, of the RFSQ.

Services are to be provided for three (3) water well systems, which include but are not limited to, a total of eleven (11) water wells and nine (9) booster pumps located in the County of Los Angeles. Refer to sub-paragraph 3.3 of Attachment 1, Statement of Work, of the RFSQ.

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

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VENDOR'S MINIMUM MANDATORY QUALIFICATIONS

It is not required that Vendors be qualified to perform all services described in Attachment 1, Statement of Work, of the RFSQ. Interested and qualified Vendors that can demonstrate their ability to successfully provide required services outlined in Attachment 1, Statement of Work, of the RFSQ, in one, some, or all of the service categories listed in Appendix A, Required Forms, Exhibit 14, Schedule of Prices, of the RFSQ are invited to submit a Statement of Qualifications (SOQ) provided they meet the following Minimum Mandatory Qualifications.

1. Vendor must have a minimum of ten (10) years experience in water well systems repair and maintenance services equivalent or similar to the services described in Attachment 1, Statement of Work, of the RFSQ. Experience will be verified through references provided by Vendor in the SOQ.
2. Vendor must have C-57 (Water Well Drilling) and/or C-61/D-21 (Pump Installations) licenses issued by the State of California. Vendor shall provide a copy and list the license(s) on Appendix A, Required Forms, Exhibit 15, Required Licenses, Certifications, Memberships, and Permits, of the RFSQ.
3. If Vendor is looking to qualify for Well Chemical Cleaning Treatment Services and/or Well Disinfecting Services, Vendor must possess a Grade 1 Water Treatment Operator Certification issued by the State of California Department of Public Health. Vendor shall provide a copy and list the certification on Appendix A, Required Forms, Exhibit 15, Required Licenses, Certifications, Memberships, and Permits, of the RFSQ.
4. Vendor shall be certified and be a member of either the California Groundwater Association or the National Ground Water Association. Vendor shall provide a copy and list the certification and membership on Appendix A, Required Forms, Exhibit 15, Required Licenses, Certifications, Memberships, and Permits, of the RFSQ.
5. Vendor must have a business office located within one hundred (100) miles from any one of the three (3) water well systems to be able to respond in a timely manner for emergent and non-emergent water well systems repair and maintenance services that are required at the Department's facilities identified under sub-paragraph 3.3, of Attachment 1, Statement of Work, of the RFSQ.

RFSQ RELEASE

The RFSQ will be accessible in electronic Portable Data File (PDF) format via the Department’s website at: <http://shq.lasdnews.net/shq/contracts/info.html>.

RFSQ TIMETABLE

The timetable for the RFSQ is as follows:

- Release of RFSQ.....07/21/2017
- Request for Solicitation Requirements Review Due..... 08/07/2017
- Written Questions Due..... 08/03/2017
- Questions and Answers Released..... 08/10/2017
- SOQ due by 12:00 p.m. (Pacific Time).....08/24/2017

The SOQ due date is an initial due date and those not received by that date may not be reviewed initially; however, they may be reviewed at a later date to determine if they meet the Minimum Mandatory Qualifications listed in Paragraph 1.4, Vendor’s Minimum Mandatory Qualifications of the RFSQ. The solicitation will remain open until the needs of the Department are met.

In the event the Department’s needs are met and the solicitation is closed, the solicitation may be reopened any time during the Term of the Model Master Agreement, at the Department’s discretion, in order to meet any additional Department needs. In the event the solicitation is reopened, it will be publicized on the County’s website.

SOQ SUBMISSION

The original SOQ and two (2) numbered exact copies of the original shall be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of the Vendor and bear the words:

**“SOQ FOR WATER WELL SYSTEMS MAINTENANCE SERVICES
RFSQ Number 613-SH”**

In addition, as part of the statement submission, Vendors shall submit.pdf electronic copies of the SOQ on two (2) separate compact disks (CDs) or memory sticks, both of which shall be clearly labeled.

The SOQ and any related information shall be delivered or mailed to:

Los Angeles County Sheriff's Department
Fiscal Administration - Contracts Unit
Hall of Justice
Attention: Jennifer Russell, Contract Analyst
211 West Temple Street, 6th Floor West
Los Angeles, California 90012

It is the sole responsibility of the submitting Vendor to ensure that its SOQ is received before the submission deadline identified in Paragraph 2.3. Submitting Vendors shall bear all risks associated with delays in delivery by any person or entity, including the United States Mail. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

Any SOQs received after the scheduled closing date and time for receipt of SOQs, as stated in sub-paragraph 2.3, or any addendum amending the SOQ due date and time, will not be reviewed initially; however, they may be reviewed at a later date.

CONTACT WITH COUNTY PERSONNEL

Any contact regarding the RFSQ or any matter relating thereto must be in writing and may be mailed or e-mailed as follows:

Los Angeles County Sheriff's Department
Fiscal Administration - Contracts Unit
Hall of Justice
Attention: Jennifer Russell, Contract Analyst
211 West Temple Street, 6th Floor West
Los Angeles, California 90012
E-mail address: jrussel@lasd.org

If it is discovered that a Vendor contacted and received information from any County personnel, other than the person specified above, regarding this solicitation, County, in its sole determination, may disqualify their SOQ from further consideration.

Sincerely,

JIM McDONNELL, SHERIFF

A handwritten signature in blue ink that reads "Glen Joe" with a stylized flourish at the end.

Glen Joe, Director
Fiscal Administration