

DEPARTMENT OF PUBLIC WORKS  
BUREAU OF SANITATION  
BOARD REPORT NO. 1  
MAY 7, 2025

CD: ALL

REQUEST FOR AUTHORITY TO AWARD TASK ORDER SOLICITATION S-001 TO STANTEC CONSULTANT SERVICES, INC [CONTRACT C-145666] TO PROVIDE COLLECTION SYSTEM CRITICAL PLANNING AND GEOGRAPHIC INFORMATION SYSTEM (GIS) ENTERPRISE SYSTEM SUPPORT (W.O. #S11NS001)

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### RECOMMENDATIONS

1. Authorize the Director and General Manager of the Bureau of Sanitation (LASAN) to award Task Order Solicitation (TOS) S-001 to Stantec Consulting Services, Inc. (Stantec) [Contract C-145666] from the On-Call Consultant list.
2. Approve a total budget of \$20,000,000, to fund the services:
  - a. Sewer Collection System Planning Support
  - b. GIS Enterprise System Support
  - c. Technical and Miscellaneous Support
3. Approve the term of engagement beginning with the Notice-to-Proceed date to June 30, 2029.

### TRANSMITTALS

1. List of thirty-one On-Call Consultants
2. Copy of TOS S-001

### DISCUSSION

#### **On-Call Contract Background**

On October 7, 2022, the Board authorized LASAN to advertise and issue a new Request for Qualifications to provide planning and technical support services on an as-needed basis and negotiate a personal services contract with each of the selected firms. On March 13, 2024, the Board approved LASAN's current On-Call list and resulting contracts with 31 consulting firms (Transmittal 1). The contracts with these firms were executed on July 1, 2024.

#### **Project Background**

LASAN maintains and operates the City's sewer system which consists of 6,700 miles of aging pipes that requires continuing rehabilitation and upgrade. Following the successful completion of the Collection System Settlement Agreement in 2014, the City pledged to continue the sewer planning and rehabilitation effort to ensure the integrity and reliability of the sewer system. In addition, the City is in the process of modernizing its asset management, project management, and GIS enterprise system in order to facilitate the long-term planning and renewal efforts. These updates will allow LASAN to take advantage of modernized utility-based asset management systems that would improve the efficacy and efficiency of LASAN's capital improvement program.

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LASAN plans to utilize consultant services to provide support to sewer advanced planning and other related activities until all 6,700 miles of sewer are assessed, and all deteriorated sewer reaches are upgraded and/or renewed. This TOS will review and evaluate the City's vast sewer system and will develop sewer projects needed to upgrade the structural condition of the sewer system and maintain its structural integrity and operational reliability.

**Task Order Solicitation (TOS) S-001**

On September 23, 2024, LASAN issued TOS S-001 to all thirty-one (31) firms on the on-call consultant list (Transmittal 2). During solicitation, LASAN invited all interested firms to the pre-proposal meeting that was held on October 16, 2024. Six (6) of the 31 primes on the On-Call Consultant List attended: Stantec Consulting Services, Inc.; Hazen and Sawyer; CWE; GHD, Inc.; Michael Baker International, Inc.; and Psomas.

Before the proposal submittal deadline, LASAN received two (2) declination responses from Psomas and Parsons citing limited resources and expertise for which the TOS requires.

On November 8, 2024, proposals were received from Stantec Consulting Services, Inc. (Stantec) and Hazen and Sawyer (Hazen).

**Scope of Services**

The consulting firm will provide sewer planning support services, including assessing pipe condition; performing hydraulic and/or odor modeling and flow estimation; evaluating and recommending pipe renewal actions; preparing sewer master plans and concept reports; packaging projects for design and construction, as well as other wastewater-related tasks.

The services include but are not limited to:

- Prepare primary and secondary sewer master plans and concept reports for design and construction.
- Prepare project packages for Difficult Access Reaches (DAR) for design and construction.
- Prepare sewer concept reports for extending the existing sewer system to serve properties that are presently served by septic tanks/cesspools.
- Coordinate with the Bureau of Engineering to facilitate the design and implementation of sewer renewal and relief projects.
- Perform Sewer Capacity Availability Reviews (SCAR) and prepare CEQA responses to sewer availability requests.
- Perform field investigation, desktop research, data gathering and data analysis.
- Review and assess the structural and operational condition of sewers based on CCTV inspection and following sewer assessment guidelines.
- Provide expertise and support in the development, calibration, and application of hydraulic, treatment process, and/or odor models.
- Provide expertise and support in the development and maintenance of databases and related applications for sewer condition assessment, hydraulic assessment, flow projection, Inflow/Infiltration (I/I) analysis, and various hydraulic models.
- Provide expertise and support, as needed, in computer/web programming and in the development and maintenance of web applications specifically designed to increase the productivity of city staff or to provide information to the public.

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- Provide expertise and support in tasks related to Geographic Information Systems; dataset creation and maintenance; preparation of paper and web maps; and analysis of geographic data as related to the field of sewer services.
- Provide expertise and support in software development in creating GIS-based tools that facilitate sewer planning activities
- Provide expertise and support in implementation and/or integration of Enterprise-level asset management, project management, and GIS Enterprise software related to the field of wastewater utilities and assets.
- Review CCTV, document defects, and make a determination of the overall structural and operational condition of sewers according to established guidelines
- Document information from CCTV videos and log sheets in the condition assessment database.

Budget

The following table shows a breakdown of the total budget.

**Table 1: Total Budget**

	% of Task Order	Task Order Amount (\$)
Total Prime Consultant Amount*	15.0%	\$3,000,000
Total Subconsultant Amount	85.0%	\$17,000,000
<b>Total Task Order Amount</b>	100.0%	\$20,000,000
<b>Total Budget</b>	<b>100.0%</b>	<b>\$20,000,000</b>

\*Other direct costs and 5% subconsultant administrative (markup) fee are included.

Record of Selection

On November 8, 2024, only two (2) proposals were received, one from Stantec and one from Hazen. On December 12, 2024, Stantec and Hazen were interviewed. A selection panel of LASAN staff reviewed the proposals and conducted interviews. The panel evaluated the proposals according to the following criteria:

- Consultant Qualifications, Experience, and Expertise
- Personnel Qualifications, Experience, and Expertise
- Cost and Overall Value

Upon evaluation of all proposals, the panel recommends awarding the contract to Stantec. Each firm has different qualifications that could be utilized to best serve the City's needs. Stantec offers extensive experience in the water/wastewater field and is closely familiar with LASAN's facilities and procedures through previous and current projects where they have provided engineering support services on various LASAN projects. Stantec also has strong and recent experience with providing qualified and experienced technical staff on an as-needed basis, as early as this year, and offers a better pricing structure.

Contract Negotiation

The Notice of Selection was issued to Stantec on January 8th, 2025. LASAN has negotiated with Stantec and the parties have agreed to tasks for the scope of services shown in Transmittal 2.

**Business Inclusion Program (BIP) Outreach Requirements**

In compliance with the Mayor's Executive Directive No. 14, this Task Order is subject to the BIP requirements. LASAN has set anticipated subconsultant participation levels of 18% Minority-owned Business Enterprise (MBE), 4% Women-owned Business Enterprise (WBE), 25% Small Business Enterprise (SBE), 8% Emerging Business Enterprise (EBE), and 3% Disabled Veteran-owned Business Enterprise (DVBE).

Stantec performed a good faith effort to reach out to qualified subconsultants in order to fulfill the City's anticipated MBE/WBE/SBE/EBE/DVBE participation for this TOS.

For this TOS, Stantec pledged 38% MBE, 33% WBE, 81% SBE, 8% EBE, 0% DVBE, and 4% OBE (other business enterprise) as shown in Table 2 based on the scope of services required in the TOS.

Gender/Ethnicity Codes:

AA =	African American	HA =	Hispanic American
APA =	Asian Pacific American	SAA =	Subcontinent Asian American
NA =	Native American	C =	Caucasian
M =	Male	F =	Female

**Table 2: Pledged Subconsultant Participation**

Subconsultant	Gender/ Ethnicity	MBE/WBE/ SBE/EBE/ DVBE/OBE	PLEDGED	
			% of Task Order	Task Order (\$) Amount
Scout Ventures	-	OBE	1.50%	\$ 300,000
CWE	-	SBE & MBE	9.00%	\$ 1,800,000
Cyrous and Associates	-	OBE	2.50%	\$ 500,000
Integrated Engineering Management (IEM)	-	WBE, SBE & EBE	3.25%	\$ 650,000
MapVision Technologies, Inc.	-	SBE & EBE	3.25%	\$ 650,000
MARRS Services, Inc. (MARRS)	-	WBE, SBE, & MBE	28.50%	\$ 5,700,000
The Morcos Group, Inc. (Morcos)	-	WBE, DBE, SBE, & EBE	1.50%	\$ 300,000
PMCS Group, Inc. (PMCS)	-	SBE	7.00%	\$1,400,000
Project Partners (PP)	-	MBE & SBE	28.50%	\$5,700,000
<b>Total Subconsultant Amount</b>			<b>85.00%</b>	<b>\$17,000,000</b>
<b>Total Task Order Amount</b>			<b>100.00%</b>	<b>\$20,000,000</b>
Total Subconsultant Participation Credits Based on Business Enterprise				
<b>MBE</b>			38.00%	\$8,150,000
<b>WBE</b>			33.00%	\$6,650,000
<b>SBE</b>			81.00%	\$16,200,000
<b>EBE</b>			8.00%	\$300,000
<b>DVBE**</b>			0.00%	\$1,400,000
<b>OBE</b>			4.00%	\$800,000

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\*\* In Consultant's solicitation of firms for the scope of work, there were few firms that had the designation of DVBE outside of niche areas such as surveying. Ultimately, the firms reflected in Table 2 that will provide the needed planning and technical support services were not among those with the DVBE designation. It is noted that all other participation levels are either met or exceeded in Consultant's pledged amounts.

### CONTRACTOR PERFORMANCE EVALUATION

In accordance with the City of Los Angeles Administrative Code, Division 10, Chapter 1, Article 13, the appropriate City personnel responsible for the quality control of this personal services contract shall submit Contractor Performance Evaluation Reports to the Bureau of Contract Administration, Special Research & Investigation Section upon the termination of the Contract.

### PROGRAM REVIEW COMMITTEE (PRC) APPROVAL

The project budget was approved by PRC on April 10, 2024 in the amount of \$20,000,000.

### STATUS OF FINANCING

There is no impact to the General Fund. The total funding for this project is not to exceed \$20,000,000. Funding for Fiscal year 2024-25 in the amount of \$2,000,000 is available in the Fund No. 761, Sewer Capital Fund, Dept. No. 50, Appropriation Account No. 50AGC3, Clean Water Planning & Design Services. The remaining funds will be budgeted within the Fund No. 761, Sewer Capital Fund.

Existing appropriations may change based on available cash balances. Therefore, funds and appropriations will be determined by the Director and General Manager of LASAN.

Funds as of the date of this Board Report have been verified and approved by the Director of Accounting subject to the terms and conditions and cash availability described above.

Notwithstanding any other provision of this Contract, including any exhibits or attachments incorporated therein, and in order for the City to comply with its governing legal requirements, the City shall have no obligation to make any payments to the Contractor unless the City shall have first made an appropriation of funds equal to or in excess of its obligation to make any payments as provided in this Contract.

The Contractor agrees that any services provided by the Contractor, purchases made by the Contractor or expenses incurred by the Contractor in excess of the appropriation(s) shall be free and without charge to the City and the City shall have no obligation to pay for the services, purchases or expenses. The Contractor shall have no obligation to provide any services, provide any equipment, or incur any expense in excess of the appropriation, amount(s) until the City, appropriates additional funds for this Contract.

(Signature page follows)

BUREAU OF SANITATION  
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Respectfully submitted,



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BARBARA ROMERO  
Director and General Manager  
Bureau of Sanitation

REVIEWED AND APPROVED BY:


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Sarai Bhaga (Apr 10, 2025 13:24 PDT)

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SARAI BHAGA, Chief Financial Officer  
Bureau of Sanitation  
Date: \_\_\_\_\_

APPROVED AS TO FUNDS:

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MIGUEL DE LA PEÑA, Director  
761/50/50AGC3 \$2,000,000  
Office of Accounting  
Date: 4/16/2025

Prepared by:  
Javier Dennis, WESD  
(323) 342-6024

**LA Sanitation - 31 On-Call Consultants Agreement for Planning and Technical Support Services**

<b>No.</b>	<b>Company</b>	<b>Contract No.</b>
1	<b>AECOM Technical Services, Inc.</b>	C-145631
2	<b>APTIM Environmental &amp; Infrastructure, Inc.</b>	C-145654
3	<b>ARCADIS U.S., Inc.</b>	C-145642
4	<b>Atkins North America, Inc.</b>	C-145644
5	<b>Brown and Caldwell, Inc.</b>	C-145651
6	<b>Carollo Engineers, Inc.</b>	C-145640
7	<b>CDM Smith, Inc.</b>	C-145643
8	<b>D R Consultants and Designers, Inc.</b>	C-145646
9	<b>Geosyntec Consultants Inc.</b>	C-145649
10	<b>Hazen and Sawyer</b>	C-145655
11	<b>HDR Engineering, Inc.</b>	C-145656
12	<b>Jacobs Solutions Inc. (Jacobs Engineering Group Inc.)</b>	C-145658
13	<b>Larry Walker Associates Inc.</b>	C-145660
14	<b>MARRS Services, Inc.</b>	C-145661
15	<b>Parsons Transportation Group Inc.</b>	C-145664
16	<b>Psomas</b>	C-145665
17	<b>Stantec Consulting Services, Inc.</b>	C-145666
18	<b>Tetra Tech, Inc.</b>	C-145667
19	<b>TRC Solutions, Inc.</b>	C-145652
20	<b>Woodard &amp; Curran, Inc.</b>	C-145668
21	<b>WSP USA, Inc.</b>	C-145670
22	<b>ALISTO Engineering Group Inc.</b>	C-145653
23	<b>Burns &amp; McDonnell Engineering Company, Inc.</b>	C-145641
24	<b>Cordoba Corporation</b>	C-145671
25	<b>CWE</b>	C-145645
26	<b>enfoTech &amp; Consulting Inc</b>	C-145647
27	<b>FMF Pandion</b>	C-145648
28	<b>GHD, Inc</b>	C-145650
29	<b>Kleinfelder, Inc</b>	C-145659
30	<b>Michael Baker International, Inc</b>	C-145662
31	<b>Paradigm Environmental</b>	C-145663

**City of Los Angeles (City)  
LA Sanitation and Environment (LASAN)**

**On-call Consultant Services Contract**

**Task Order Solicitation (TOS) S-001 for**

**Collection System Critical Planning and Geographic Information System (GIS)  
Enterprise System Support**

**July 2024**

**1. Introduction**

LASAN maintains and operates the City's sewer system which consists of 6,700 miles of aging pipes that requires continuing rehabilitation and upgrade. LASAN plans to utilize consultant services to provide support to sewer advanced planning and other related activities to address the renewal needs. In addition, the City is in the process of modernizing its asset management, project management, and GIS enterprise system in order to facilitate the long-term planning and renewal efforts. These updates will allow LASAN to take advantage of modernized utility-based asset management systems that would improve the efficacy and efficiency of LASAN's capital improvement program.

The location of the work is primarily at the Wastewater Engineering Services Division (WESD) offices located at 2714 Media Center Dr., Los Angeles, California 90065. The consultant may also be required to visit other work sites and to conduct field investigations while providing their own transportation. The consultant shall work under the direction of City managers and supervisors as part of various project teams and in most cases will be located onsite in offices provided by the City, or a combination of in-office work and working remotely. Although this TOS identifies certain skill sets and assignments, additional skill sets and assignments may be added or deleted as the need dictates.

**2. Scope of Services**

LASAN is soliciting a qualified consultant firm to provide sewer planning support services, including: assessing sewer pipe condition; performing hydraulic modeling and flow estimation; evaluating and recommending pipe renewal actions; preparing sewer master plans and concept reports; packaging projects for design and construction; developing and/or integrating asset management and/or project management software; and developing GIS-based tools to facilitate planning activities. The services shall include but are not limited to:

**Task 1: Sewer Collection System Planning Support**

The Consultant will provide specialized and/or as-needed engineering services to assist the City in the following tasks:



- a) Prepare primary and secondary sewer master plans and concept reports for design and construction.
- b) Prepare project packages for Difficult Access Reaches (DAR) for design and construction.
- c) Prepare sewer concept reports for extending the existing sewer system to serve properties that are presently served by septic tanks/cesspools.
- d) Coordinate with the Bureau of Engineering to facilitate the design and implementation of sewer renewal and relief projects.
- e) Perform Sewer Capacity Availability Reviews (SCAR) and prepare CEQA responses to sewer availability requests.
- f) Perform field investigation, desktop research, data gathering and data analysis.
- g) Review and assess the structural and operational condition of sewers based on CCTV inspection and following sewer assessment guidelines.
- h) Provide expertise and support in the development, calibration, and application of hydraulic, treatment process, and/or odor models.
- i) Provide expertise and support in the development and maintenance of databases and related applications for sewer condition assessment, hydraulic assessment, flow projection, Inflow/Infiltration (I/I) analysis, and various hydraulic models.

**Task 2: GIS Enterprise System Support**

The City will utilize specialized skills of Consultant in the GIS Programmer/Web development for the development of GIS Enterprise. The following are services needed:

- a) Provide expertise and support, as needed, in computer/web programming and in the development and maintenance of web applications specifically designed to increase the productivity of city staff or to provide information to the public.
- b) Provide expertise and support in tasks related to Geographic Information Systems; dataset creation and maintenance; preparation of paper and web maps; and analysis of geographic data as related to the field of sewer services.
- c) Provide expertise and support in software development in creating GIS-based tools that facilitate sewer planning activities
- d) Provide expertise and support in implementation and/or integration of Enterprise-level asset management, project management, and GIS Enterprise software related to the field of wastewater utilities and assets.

**Task 3: Technical and Miscellaneous Support**

Closed Circuit Television (CCTV) inspection is used to review and visually inspect sewer reaches to allow analysis, evaluation and ranking of the sewer pipes for structural integrity. The objectives of CCTV are to assess the structural and operational condition of sewers based on industry standard or LASAN-specific guidelines. The Consultant will provide technical engineering services to assist the City in the following tasks:

- a) Review CCTV, document defects, and make a determination of the overall structural and operational condition of sewers according to established guidelines
- b) Document information from CCTV videos and log sheets in the condition assessment database.

- c) Assist in the transition of CCTV condition rating system and database management systems
- d) Investigate and prepare special studies on the sewer system as needed
- e) Coordinate activities of CCTV inspection crews, operational staff, and contractors.
- f) Provide support for processing, tracking and filing the numerous videos, log sheets and other documents.

### 3. **Term of Engagement and Cost Estimate**

The term of engagement is five (5) years from the issuance date of the Notice to Proceed (NTP), but not longer than the term on the Master Oncall Contract **C-XXXX**. It is estimated that the cost ceiling for this TOS is approximately \$20,000,000.

### 4. **Solicitation Schedule (Tentative)**

- Issue Task Order Solicitation .....Date of Cover Letter
- Receive Solicitation Responses.....As indicated in Cover Letter
- Conduct Interviews if necessary.....4 - 8 weeks after issuance of TOS
- Select and Negotiate.....8 - 12 weeks after issuance of TOS
- Execute Task Agreement Form.....16 - 24 weeks after issuance of TOS
- **Estimated Project Start Date:**

### 5. **Solicitation Response Requirements**

Solicitation Responses shall not exceed twenty (20) pages, exclusive of cover, dividers and resumes. Solicitation Responses shall be submitted to the following LASAN staff via email, no later than 2:00 pm on the proposal due date indicated in the cover letter:

Javier Dennis, javier.dennis@lacity.org  
 Christine Heinrich-Josties, christine.heinrich@lacity.org  
 David Kim, san.oncall@lacity.org

Solicitation Responses shall include:

- Resume demonstrating that the candidate is capable of meeting the requirements of the Scope of Work. Resume shall include work experience history with dates, and references from past employers, owners, and/or organizations.
- Proposed Hourly Billing Rate Summary listing each staff member on the proposed TOS team with all respective direct and indirect costs, markups, expenses, overhead rates and profit. Assume the proposed TOS team is located onsite working with City supplied offices and equipment. A sample "Proposed Hourly Billing Rate Summary" format is in **Attachment A**.
- Statement pertaining to the candidate's availability.
- MBE/WBE/SBE/EBE/DVBE/OBE subcontractors utilized and the percent utilization. **(See Attachment A)**

Note: Department of Public Works only recognizes:

- MBE/WBE certifications certified by City of LA – Bureau of Contract Administration (LABCA), LA County Metropolitan Transportation Authority (MTA), CalTrans, The Southern California Minority Supplier Development Council (SCMSDC), or Women's

- Business Enterprise National Council (WBENC)-WEST; and any member of California Unified Certification Program (CUCP); and
- SBE/EBE/DVBE certifications certified by LABCA or State of California – Department of General Services (CA-DGS)
- A firm can only be a MBE or WBE (not both) for a pledged amount
- A firm with multiple certifications is acceptable (i.e., a MBE/SBE/EBE/DVBE firm will be credited for 4 certification)
- Provide a copy of valid MBE/WBE/SBE/EBE/DVBE Certifications of MBE/WBE/SBE/EBE/DVBE subcontractors utilized.
- **If a subconsultant needs to be added to Schedule A, use Mini Outreach Subconsultant Phone Log template uploaded to RAMP (Regional Alliance Marketplace for Procurement) for this TOS.**

## 6. Selection Criteria

The selection team will evaluate the proposals using the following criteria:

- A. Consultant Qualifications, Experience, and Expertise
  - Capability, and experience in providing the Scope of Services as demonstrated by the proposal.
  - Capability to provide the Scope of Services and continuity in level of service
  - Capability to provide consultant staff on as-needed basis in an array of fields including but not limited to:
    - Sewer Collection Systems Planning, Design, and/or Construction
    - Wastewater hydraulic, treatment process, and/or odor modeling
    - Wastewater Treatment and Conveyance
    - Recycled water policies and technologies
    - Construction Management
    - Project Management
    - Software development
    - Software integration
    - Utility GIS-based mapping
    - Enterprise-level asset management systems
    - Enterprise-level project management systems
    - Graphic and/or web page design
- B. Personnel Qualifications, Experience, and Expertise
  - Expert knowledge and work experience associated with understanding of the issues, options, and approaches related to the sewer collection system planning, utilities asset management systems, enterprise project management systems, and GIS enterprise systems
  - Past work experience with providing specialized and/or as-needed onsite technical engineering, software development, and GIS systems development support services
  - Past work experiences with the City and knowledge of the City facilities, procedures and practices.
- C. Cost and Overall Value
  - The value offered to the City considering cost in comparison to capabilities and experience of the candidates.

- Direct and indirect costs, markups, expenses, overhead rates and profit will be considered.

## **7. Anticipated MBE/WBE/SBE/EBE/DVBE/OBE Participation Levels**

The City has set anticipated participation levels (APLs) for sub-consultants as follows: 18% MBE, 4% WBE, 25% SBE, 8% EBE, and 3% DVBE. Minority, women, small, emerging, disabled veteran owned and controlled businesses must be considered along with other business enterprises whenever possible as sources of subconsulting services.

**Note:** Sub-consultants that are not listed on Consultant's current Schedule A - LIST OF POTENTIAL MBE/WBE/SBE/EBE/DVBE/OBE SUBCONSULTANTS (which includes any previously approved mini outreach) cannot be included in a proposal and/or utilized without the performance of a mini outreach and approval of said outreach by LASAN. A Request to Add Sub(s) should be made at least 10 business days prior to proposal due date. If a consultant needs to add a sub to their Schedule A, please see the *Mini Outreach Phone Log and Instructions to Add Sub* document associated with this TOS and available for download within the Regional Alliance Marketplace for Procurement (RAMP). When a CONSULTANT receives from LASAN an approved Request to Add Sub(s), approved sub(s) then may be included in the proposal. **Exception:** If Request to Add Sub(s) is in the process of being approved by LASAN, CONSULTANT may submit a proposal that includes the yet to be approved sub. The Request to Add Sub(s) must have been submitted prior to the proposal due date deadline.

## **8. Task Order Manager**

LASAN On-Call Contracts Representative:

Nancy Lantin, Sr. Management Analyst II  
On-Call Contracts Representative  
Administration Division  
Phone: (213) 440-8237  
Email: [nancy.lantin@lacity.org](mailto:nancy.lantin@lacity.org)

Designated Task Manager for this TOS:

Javier Dennis, Environmental Engineer  
Wastewater Engineering Services Division  
Phone: (323) 342-6024  
Email: [Javier.Dennis@lacity.org](mailto:Javier.Dennis@lacity.org)

## **9. Disclaimer**

The City may or may not decide to award any or part of this task order based on its sole convenience and shall not be responsible for any solicitation response costs.

# ATTACHMENT A

COST REIMBURSEMENT - BILLING SALARY RATE BASIS										
Firm Name	Status	Last Name	First Name	Position	Raw Rate (\$/hr)	Approved Overhead Rate	Profit	Billing Rate (\$/hr)	Effective Date	Note
Prime Firm	Prime									
Prime Firm	Prime									
Prime Firm	Prime									
Subcontracting Firm Name 1	MBE/SBE/EBE									
Subcontracting Firm Name 2	WBE/SBE/EBE									
Subcontracting Firm Name 3	MBE/SBE									
Subcontracting Firm Name 4	WBE/SBE									
Subcontracting Firm Name 4	SBE/EBE/DVBE									
Subcontracting Firm Name 5	SBE/EBE									
Subcontracting Firm Name 6	OBE									
<b>SUMMARY</b>										
Firm Name	Status	Fee	%Fee							
Prime										
Subcontracting Firm Name 1	MBE/SBE/EBE									
Subcontracting Firm Name 2	WBE/SBE/EBE									
Subcontracting Firm Name 3	MBE/SBE									
Subcontracting Firm Name 4	WBE/SBE									
Subcontracting Firm Name 4	SBE/EBE/DVBE									
Subcontracting Firm Name 5	SBE/EBE									
Subcontracting Firm Name 6	OBE									
<b>Total Direct Labor Cost of the Prime</b>										
<b>Total Subcontract Expenses</b>										
<b>5%Administrative Fee (markup)</b>										
<b>Other Direct Costs (with no markup)</b>										
<b>Total Task Order Amount</b>										
<b>Total Subconsultant Participation</b>										
Pledged	MBE	WBE	SBE	EBE	DVBE	OBE				
<b>% of Total Task Order</b>	%	%	%	%	%	%				
<b>\$ Amount</b>	\$	\$	\$	\$	\$	\$				