



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

ROBERT G. LUNA, SHERIFF



January 17, 2023

Notice to Vendors:

**BULLETIN NUMBER 1  
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)  
WATER WELL SYSTEMS MAINTENANCE SERVICES  
RFSQ NUMBER 710-SH**

## INTRODUCTION

The Los Angeles County (County) Sheriff's Department (Department) is seeking qualified companies (Vendors) to enter into Master Agreements with the County to provide Water Well Systems Maintenance Services (Services) on an intermittent, as-needed, basis.

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) to Appendix A (Model Master Agreement).

The Department will solicit various types of Services from Vendors 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) to Appendix A (Model Master Agreement). A Vendor may submit qualifications for one, some, or all service categories listed in Exhibit 9 (Schedule of Prices) of Appendix B (Required Forms) of this RFSQ.

Services are to be provided for three water well systems, which include but are not limited to, a total of 11 water wells and nine booster pumps located throughout the County (Refer to Paragraph 1.4 of Attachment 1 (Statement of Work) to Appendix A (Model Master Agreement)).

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

*A Tradition of Service*  
— Since 1850 —

**VENDOR'S MINIMUM MANDATORY QUALIFICATIONS**

It is not required that Vendors be qualified to perform all services described in Attachment 1 (Statement of Work) to Appendix A (Model Master Agreement). Interested and qualified Vendors that can demonstrate their ability to successfully provide required services outlined in Attachment 1 (Statement of Work) to Appendix A (Model Master Agreement), in one, some, or all the service categories listed in Exhibit 9 (Schedule of Prices) of Appendix B (Required Forms) to this 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 years experience, within the last 15 years, providing water well systems repair and maintenance services equivalent or similar to the services described in Attachment 1 (Statement of Work) to Appendix A (Model Master Agreement).

Vendor must complete Exhibit 8 (Vendor's List of References) of Appendix B (Required Forms) listing all references necessary to verify this Minimum Mandatory Qualification.

2. Vendor must possess a current and valid C-57 (Water Well Drilling) and/or C-61/D-21 (Pump Installations) license issued by the State of California.

Vendor must complete Exhibit 10 (Required Licenses, Certifications, Memberships, and Permits) of Appendix B (Required Forms) and provide a copy of the license(s) listed above to verify this Minimum Mandatory Qualification.

3. Vendor must be a certified member of **one** of the following
  - a. The California Groundwater Association, or
  - b. The National Ground Water Association.

Vendor must complete Exhibit 10 (Required Licenses, Certifications, Memberships, and Permits) of Appendix B (Required Forms) and provide a copy of their certification(s) to verify this Minimum Mandatory Qualification.

4. If Vendor is looking to qualify for Well Chemical Cleaning Treatment Services and/or Well Disinfecting Services, Vendor must possess **one** of the following certifications issued by the State of California Department of Public Health:
  - a. Grade 1 Water Treatment Operator Certification, or
  - b. Grade 1 Water Distribution Operator Certification issued by the State of California.

Vendor must complete Exhibit 10 (Required Licenses, Certifications, Memberships, and Permits) of Appendix B (Required Forms) and provide a copy of their certification(s) to verify this Minimum Mandatory Qualification.

- 5. Vendor must have a business office located within 100 miles from any one of the three water well system locations listed in Paragraph 1.0 (Scope of Work) of Attachment 1 (Statement of Work) to Appendix A (Model Master Agreement).
- 6. If Vendor’s compliance with a County contract has been reviewed by the Department of the Auditor-Controller within the last ten years, then Vendor must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for six months or more from the date of disallowance, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.

**RFSQ RELEASE**

All potential Contractors are encouraged to monitor the above solicitation website for Bulletins, as they are posted, during the entire solicitation process.

**RFSQ TIMETABLE**

The timetable for this RFSQ is as follows:

- Release of RFSQ.....January 17, 2023
- Request for a Solicitation Requirements Review Due.....January 23, 2023
- Written Questions Due .....January 24, 2023
- Questions and Answers Released via Addendum .....January 26, 2023
- **SOQs due by 3:00 p.m. (Pacific Time)..... February 1, 2023**

The SOQ submittal due date above is an initial due date. SOQs 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. 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 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**

SOQs must be submitted as follows:

The original SOQ and three numbered identical hard copies, and two separate identical electronic copies in PDF format on flash drives must be enclosed in a sealed envelope or box, plainly marked in the upper left-hand corner with the name and address of Vendor and reference the solicitation as follows:

**“SOQ FOR WATER WELL SYSTEMS MAINTENANCE SERVICES  
(RFSQ No. 710-SH)”**

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

Los Angeles County Sheriff's Department  
Fiscal Administration - Contracts Unit  
211 West Temple Street, 6<sup>th</sup> Floor West  
Los Angeles, California 90012  
Attn: Socorro Mendoza, Assistant Contract Analyst

It is the sole responsibility of the submitting Vendor to ensure that its SOQ is received before the submission deadline identified in subparagraph 7.3 (RFSQ Timetable) of this RFSQ. Submitting Vendors will bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

**CONTACT WITH COUNTY PERSONNEL**

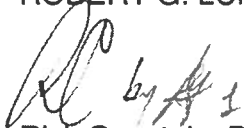
Any contact regarding this RFSQ or any matter relating hereto must be in writing and e-mailed as follows:

E-mail address: [skmendoz@lasd.org](mailto:skmendoz@lasd.org)  
Attn: Socorro Mendoza, Assistant Contract Analyst

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

Sincerely,

ROBERT G. LUNA, SHERIFF



Rick Cavataio, Director  
Fiscal Administration Bureau