

ADDENDUM 1

To Request for Proposal (RFP) No. 90907

Water Market Research and Analysis

This is to notify all concerned that the Department of Water and Power of the City of Los Angeles is issuing the following addendum in connection with its RFP No. 90907.

Pre-Proposal Conference and Sign-In-Sheet

The pre-proposal conference PowerPoint presentation and sign-in sheet are transmitted herewith as part of this Addendum No. 1.

As originally issued, proposals relating to RFP No. 90907 are due prior to or at 2:00 P.M. (PST) on July 14, 2026.

All proposals submitted shall be in accordance with the information set forth in this addendum.

A copy of this addendum or an acknowledgment thereof may be returned with the proposal.

**PATRICK
EVANS**

Digitally signed by
PATRICK EVANS
Date: 2026.06.22
08:10:03 -07'00'

for

Tanesha Smith

Director of Strategic Purchasing and Supply Chain Management

LOS ANGELES DEPARTMENT OF WATER AND POWER (LADWP)

PRE-PROPOSAL CONFERENCE SIGN-IN SHEET

RFP #: 90907 Water Market Research and Analysis

Date: **6/18/26**

Utility Buyer: Douglas Vernon-Scott

Time: **10 AM**

Notice: This pre-bid conference is held to discuss the scope of the project and the requirements for this bidding opportunity. The undersigned agrees that he/she has received relevant information about the Specifications/RFP and LADWP's SBE/DVBE Opportunity Program.

Name of Attendee	Company Name	Prime Contractor and/or Subcontractor?	Telephone No.	E-mail Address
Taylor Hall	Cordoba Corporation	Subcontractor	(916) 296-8193	taylor.hall@cordobacorp.com
Asha Kreiling	Geosyntec Consultants	Subcontractor	310-957-6101	Asha.Kreiling@Geosyntec.com
Mark Beuhler	Beuhler Environmental	Subcontractor	310-683-3095	mbeuhler@beuhlerenvironmental.com
Rosalyn Prickett	Rincon Consultants, Inc.	Subcontractor	(760) 930-7671	rprickett@rinconconsultants.com
Mehdi Zade	Hydroquakes LLC	Subcontractor	916-210-9206	mzade@hydroquakes.com
Masih Bari	The Bari Consulting Inc	Subcontractor	310.913.4555	masih.bari@thebariconsulting.com
Chris Smith	WestWater Research	Prime Contractor	970-657-9432	smith@westwaterresearch.com
Benjamin Stewart	WestWater Research	Prime Contractor	279-444-7753	stewart@westwaterresearch.com
Isabelle Lavoie	WestWater Research	Prime Contractor	213-418-5437	lavoie@westwaterresearch.com
Schena Rourk	RSCA Corp dba Redwood Resources	Subcontractor	310.356.7619	srourk@redwoodresources.net

Luis de le Rosa	DID NOT PROVIDE CONTACT INFORMATION.			
Andrei Tcharssov	LADWP	LADWP	(213) 367-2155	Andrei.Tcharssov@ladwp.com
Theresa Kim	LADWP	LADWP	(213) 367-1491	Theresa.Kim@ladwp.com
Steven Kuo	LADWP	LADWP	(213) 367-2354	Steven.Kuo@ladwp.com
Tina Russell-Barrett	LADWP	LADWP	(213) 367-4556	Tina.Russell-Barrett@ladwp.com

Request for Proposal No. 90907

Water Market Research and Analysis

Pre-Proposal Conference
June 18, 2026, 10 AM to 11:30 AM

Please Sign-in via Chat with your Name,
Company, your interest as Prime/Sub,
Phone Number, and Email Address

Please mute your microphone/phone until
instructed otherwise. Thank you.

NOTATIONS & INTRODUCTIONS

Douglas Vernon-Scott

Supply Chain Services – Purchasing

NOTATIONS & INTRODUCTIONS

- **Safety matters most:** Be safe, wear a mask, continue social distancing, avoid mass gatherings, and stay home when feeling sick.
- This presentation, attendance lists, supplemental information and any addenda to the solicitation will be posted on eRSP.
- This meeting is intended to provide all participants with a summary level introduction and discussion of the requirements established in the solicitation document. To the extent that there are any inconsistencies between the information provided in this presentation and the requirements in the Request for Proposal (RFP) materials, the RFP materials will govern.
- **Sign-in:** Please sign in via “Chat” (select Everyone) and provide your name, your firm’s name, phone number, your email address, and indicate if your firm is a Prime or Subcontractor.
- **Introductions**

Timeline, Proposal Organization & Submittal Requirements, and Evaluation Criteria

Douglas Vernon-Scott

Supply Chain Services – Purchasing

TIMELINE

Pre-proposal Meeting	June 18, 2026
Deadline for Submittal of Questions	June 30, 2026
Answers Posted By	July 7, 2026
Proposal Due Date/Time	July 14, 2026, 2:00 PM PT
Notice of Intent to Award	October 2026

(Section One, Paragraph 5.0 – Anticipated Procurement Schedule)

PROPOSAL ORGANIZATION

See Section Two, Paragraph 3.0, Proposal Organization and Content

Letter of Transmittal

Volume I – Management Proposal

- Chapter 1 – Proposer's Qualifications and Experience (Two-page limit) and Past Performance Questionnaire (**Appendix R**)
- Chapter 2 – Organization / Management Approach to the Work (Three-page limit)
- Chapter 3 – Qualifications of Key Personnel (Two-page limit each) and References

Volume II – Technical Proposal

- Chapter 1 – Technical Approach (25-page limit)
- Chapter 2 – Compliance Matrix to Technical Requirements

Volume III – Business Proposal

- Chapter 1 – Fee Schedule (**Appendix B**)
- Chapter 2 – Exceptions to Technical Requirements and Terms and Conditions of Agreement
- Chapter 3 – SBE/DVBE Participation Program and Compliance Requirements and Forms included in RFP Section Six and Seven
- Chapter 4 – Financial Resources and Responsibility

PROPOSAL SUBMITTAL REQUIREMENTS

- Proposers shall submit an electronic proposal utilizing eRSP.
- The Fee Schedule (Appendix B) shall be attached/uploaded as separate PDF files and named “Confidential.”

(Section Two, Paragraph 1.0 – Proposal Submittal)

EVALUATION CRITERIA

Section Three – Evaluation Process

Evaluation Criteria	Weight
SBE/DVBE Participation Program	Pass/Fail
Compliance with Mandatory Requirements	Pass/Fail
Volume I – Management Proposal	
• Proposer’s Qualifications and Experience	10%
• Organizational/Management Approach to the Work	10%
• Qualifications of Key Personnel • Key Personnel References	10%
Volume II – Technical Proposal	
• Technical Approach	40%
• Compliance Matrix to Technical Requirements	5%
Volume III – Business Proposal	
• Fee Schedule	25%
Subtotal	100 %
• Application of Local Business Preference	Up to 12%

SMALL BUSINESS ENTERPRISE (SBE) & DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) PARTICIPATION PROGRAM

Tina Barrett

Supplier Diversity & Sustainability Office

SBE/DVBE Program Overview

- LADWP'S SBE/DVBE Participation Program is a race and gender-neutral program to create more competition and offer additional opportunities for small, disabled veteran-owned, and other business to participate in LADWP's contracts.
- Only applies to contracts over \$150,000 for Services, Construction, and Rentals with Operators.
- Contract-specific mandatory SBE and/or DVBE participation requirement is established based on subcontracting opportunities and availability and certified SBEs/DVBEs.
- LADWP's overall annual participation goals are 25% (SBE) and 3% (DVBE).

Mandatory SBE and/or DVBE Participation Requirement

20% for this contract

To be deemed responsive,
proposers **must meet or exceed**
this requirement.

Bidder's SBE/DVBE Certification Status Form

BIDDER'S SBE/DVBE CERTIFICATION STATUS FORM

A bidder that is certified as an SBE or DVBE is eligible to earn credit towards meeting or exceeding the contract-specific mandatory SBE and/or DVBE participation requirement, for the portion of the contract that will be performed by its own forces. All bidders shall indicate their certification status on the table shown below.

To be eligible for SBE/DVBE credit, certified bidders shall submit with its bid, a copy or proof of valid certification issued by a certifying agency recognized by LADWP and must be certified by the time of bid submittal.

NAME OF BIDDER: _____ RFP/IFB No.: _____	
SBE or DVBE CERTIFICATION STATUS OF BIDDER <small>[Check all that apply & select the issuing certification agency/acceptable SBE or DVBE Certification in the next column]</small>	CERTIFICATION AGENCY and ACCEPTABLE SBE or DVBE CERTIFICATION <small>[check applicable box(es)]</small>
<input type="checkbox"/> SBE – Small Business Enterprise <small>(certification must be recognized by LADWP)</small> Certification Expiry Date: _____	<input type="checkbox"/> City of Los Angeles – Bureau of Contract Administration: LSB/SLB, SBE (LA), SBE (Proprietary), and EBE certifications
<input type="checkbox"/> DVBE – Disabled Veteran Business Enterprise <small>(certification must be recognized by LADWP)</small> Certification Expiry Date: _____	<input type="checkbox"/> State of California Department of General Services (DGS): SB, SB-PW, MB or DVBE certifications
If the bidder is a certified SBE or DVBE, what portion of the contract will be performed by the bidder's own forces (as a percentage)? _____ %	<input type="checkbox"/> Los Angeles County: LSBE certification
OTHER CERTIFICATION STATUS OF BIDDER <small>[Check all that apply & indicate certifying agency]</small>	<input type="checkbox"/> Los Angeles County Metropolitan Transportation Authority (Metro): SBE Metro certification
<input type="checkbox"/> MBE* – Minority-Owned Business Enterprise Certification Agency: _____	<input type="checkbox"/> Federal Small Business Administration (SBA): SBA 8(a) certification
<input type="checkbox"/> WBE* – Woman-Owned Business Enterprise Certification Agency: _____	<input type="checkbox"/> California Unified Certification Program (CUCP): DBE certification
<input type="checkbox"/> LGBTBE* – Lesbian, Gay, Bisexual, or Transgendered –Owned Business Enterprise Certification Agency: _____	<input type="checkbox"/> California Department of Transportation (CALTRANS): SMBE and SWBE certifications
<input type="checkbox"/> None*	<input type="checkbox"/> U.S. Women's Chamber of Commerce (USWCC): WOSB and EDWOSB certifications
<small>* Information collected for statistical purposes only; this information does not factor into the SBE/DVBE Participation requirement.</small>	<input type="checkbox"/> National Women Business Owners Corporation (NWBOC): WOSB and EDWOSB certifications

- Fill out Bidder's SBE/DVBE Certification Status Form
- Certified SBE/DVBE Bidders must submit proof of certification with their proposal

SBE/DVBE Subcontracting Commitment & Affidavit and List of Proposed Subcontractors

RFP Task Order

SBE/DVBE Subcontracting Commitment & Affidavit and List of Proposed Subcontractors

LIST ALL SUBCONTRACTORS (regardless of certification status)
PERFORMING WORK, LABOR, SERVICE, OR SUPPLYING MATERIALS OR EQUIPMENT

INSTRUCTIONS

In accordance with the Article titled "Small Business Enterprise/Disabled Veteran Business Enterprise (DVBE) Participation Program" in SECTION SEVEN of this RFP:

1. Bidder shall commit to a total overall SBE/DVBE participation commitment percentage, to be applied to the aggregate value of all task orders awarded to the bidder over the term of the contract, by indicating the bidder's total overall commitment percentage and signing the affidavit below.
2. Bidder shall list all anticipated subcontractors and provide each subcontractor's information and certification status on the subsequent *Proposed Subcontractor* pages. (On the subsequent *Proposed Subcontractor* pages, the specific "percentage of contract amount for subcontracting" for each proposed subcontractor may be left blank for task-order based contracts)
3. [To earn credit toward the mandatory SBE/DVBE participation requirement, the bidder shall submit proof of certification and a signed "Letter of Intent" for each **certified SBE or DVBE** subcontractor that is listed. The "Letter of Intent" is provided in SECTION SEVEN of this RFP.

The bidder must meet or exceed the contract-specific mandatory SBE and/or DVBE participation percentage requirement specified in SECTION ONE of this RFP to be deemed responsive.

**INDICATE THE TOTAL OVERALL SBE/DVBE PARTICIPATION
COMMITMENT FOR THIS CONTRACT*:**

%

*If the bidder is a certified SBE or DVBE, include the portion of work to be completed by the bidder's own forces in the total overall SBE/DVBE participation commitment percentage.

AFFIDAVIT – COMMITMENT TO THE TOTAL OVERALL SBE/DVBE PARTICIPATION % STATED ABOVE
The undersigned Director, Officer, General Partner, or similarly situated Principal of the business declares that to the best of their knowledge, information and belief, the information set forth on this page of this document and any attachments, is current, complete, and accurate.

Executed on: _____, 20____, at _____
State Date City

Business Name: _____

Business Address: _____
Street City State

Authorized Signature: _____

Printed Name: _____ Title: _____

Phone: _____ Email: _____

TO 1/25/25

- Complete and sign
- Indicate the Total Overall SBE/DVBE participation commitment for this contract

SBE/DVBE Subcontracting Commitment & Affidavit and List of Proposed Subcontractors

(conti.)

PROPOSED SUBCONTRACTOR NO. 1

SUBCONTRACTOR INFORMATION	
Subcontractor Name:	
Business Address:	
Contact Person:	
Telephone Number:	
Email Address:	
Contractor's License (if applicable):	
Gender*:	
Ethnicity*:	
Description of Work:	
PERCENTAGE OF CONTRACT AMOUNT FOR SUBCONTRACTING: %	
SBE or DVBE CERTIFICATION STATUS OF SUBCONTRACTOR <small>[Check all that apply & select the issuing certification agency/acceptable SBE or DVBE Certification in the next column]</small>	CERTIFICATION AGENCY and ACCEPTABLE SBE or DVBE CERTIFICATION <small>[check applicable box(es)]</small>
<input type="checkbox"/> SBE – Small Business Enterprise <small>(certification must be recognized by LADWP)</small> Certification Expiry Date: _____	<input type="checkbox"/> City of Los Angeles – Bureau of Contract Administration: <small>LSB/SLB, SBE (LA), SBE (Proprietary), and EBE certifications</small>
<input type="checkbox"/> DVBE – Disabled Veterans Business Enterprise <small>(certification must be recognized by LADWP)</small> Certification Expiry Date: _____	<input type="checkbox"/> State of California Department of General Services (DGS) : SB, SB-PW, MB or DVBE certifications <input type="checkbox"/> Los Angeles County : LSBE certification
OTHER CERTIFICATION STATUS OF SUBCONTRACTOR <small>[Check all that apply & indicate certifying agency]</small>	<input type="checkbox"/> Los Angeles County Metropolitan Transportation Authority (Metro) : SBE Metro certification <input type="checkbox"/> Federal Small Business Administration (SBA) : SBA 8(a) certification <input type="checkbox"/> California Unified Certification Program (CUCP) : DBE certification <input type="checkbox"/> California Department of Transportation (CALTRANS) : SMBE and SWBE certifications <input type="checkbox"/> U.S. Women's Chamber of Commerce (USWCC) : WOSB and EDWOSB certifications <input type="checkbox"/> National Women Business Owners Corporation (NWBOC) : WOSB and EDWOSB certifications
<input type="checkbox"/> MBE* – Minority-Owned Business Enterprise Certification Agency: _____	
<input type="checkbox"/> WBE* – Woman-Owned Business Enterprise Certification Agency: _____	
<input type="checkbox"/> LGBTBE* – Lesbian, Gay, Bisexual, or Transgendered –Owned Business Enterprise Certification Agency: _____	
<input type="checkbox"/> None*	

* Information collected for statistical purposes only; this information does not factor into the SBE/DVBE Participation requirement.

- List every subcontractor that will be used, even if not certified
- SBE or DVBE Certifications **must** be from one of the listed agencies
- Indicate MBE, WBE, or LGBTBE certification status, even if not counted toward the SBE/DVBE requirement

Proof of Valid SBE/DVBE Certification

CERTIFICATION AGENCY and ACCEPTABLE SBE or DVBE CERTIFICATION

[check applicable box(es)]

- ☐ **City of Los Angeles** – Bureau of Contract Administration: LSB/SLB, SBE (LA), SBE (Proprietary), and EBE certifications
- ☐ **State of California Department of General Services (DGS)**: SB, SB-PW, MB or DVBE certifications
- ☐ **Los Angeles County**: LSBE certification
- ☐ **Los Angeles County Metropolitan Transportation Authority (Metro)**: SBE Metro certification
- ☐ **Federal Small Business Administration (SBA)**: SBA 8(a) certification
- ☐ **California Unified Certification Program (CUCP)**: DBE certification
- ☐ **California Department of Transportation (CALTRANS)**: SMBE and SWBE certifications
- ☐ **U.S. Women's Chamber of Commerce (USWCC)**: WOSB and EDWOSB certifications
- ☐ **National Women Business Owners Corporation (NWBOC)**: WOSB and EDWOSB certifications

- Proof of certification is required for each SBE or DVBE subcontractor listed
- SBE/DVBE Certifications must be one that is recognized by LADWP
- Certification dates **must** be valid by bid closing date
- Refer to RFP **Section Seven, Articles 1.3** for a complete list of Accepted SBE and DVBE Certifications

Letter of Intent (LOI)

LETTER OF INTENT BETWEEN A BIDDER AND SBE/DVBE SUBCONTRACTOR

The Bidder shall submit a completed and signed copy of this Letter of Intent for "each" SBE or DVBE Subcontractor that is listed for the achievement of the contract-specific mandatory SBE and/or DVBE participation requirement.

Invitation-for-Bid (IFB)/Request-for-Proposal (RFP) Number: _____

Title of IFB/RFP: _____

Name of Bidder: _____

Name of Bidder's Authorized Representative: _____

Name of SBE or DVBE Subcontractor: _____

Name of Subcontractor's Authorized Representative: _____

Phone No. and E-mail Address of Subcontractor: _____

TERMS:

- This is a letter of intent between the Bidder and an SBE or DVBE Subcontractor that is listed for the achievement of the contract-specific mandatory SBE and/or DVBE participation requirement.
- By signing below, the Bidder is committing to utilize the above-named SBE or DVBE Subcontractor to perform the work shown below.
- By signing below, the above-named SBE or DVBE Subcontractor is confirming that it is willing to participate in the Contract for the work area shown below.

SUBCONTRACTING WORK AREA		
Description	NAICS* Code	Percentage of Contract Amount for Subcontracting (%)

AFFIRMATION: I hereby affirm that the information above is true and correct.

Bidder's Authorized Representative:

(Signature)

(Title)

(Date)

SBE or DVBE Subcontractor's Authorized Representative:

(Signature)

(Title)

(Date)

*Visit <http://www.census.gov/naics/> to search. Match type of work with NAICS code as closely as possible.

*To be provided only when the solicitation requires that bidder include a dollar amount in its bid-offer.

In the event the bidder does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.

LOI 4/25/25

- Proposers must submit one completed LOI for each SBE or DVBE certified subcontractor
- LOI must be signed by BOTH the proposer and the SBE/DVBE subcontractor

Post-Award Action:

After a Contract is awarded and executed, a **Letter of Notification** will be sent to the successful proposer and all listed subcontractors.

Rules for Calculating and Counting SBE/DVBE Participation

- **For Proposers that are certified as SBEs or DVBEs:**

Credit will be limited to the portion of the contract that will be performed by the bidder's own forces.

- **For Subcontractors that are certified as SBEs or DVBEs:**

Credit will be limited to the portion of the contract that will be performed by a Subcontractor.

- **For All Other Subcontractors (WBEs, MBEs, OBEs):**

No Credit will be given toward the SBE/DVBE Participation requirement.

However, all proposed subcontractors must be listed, certified or not.

TO SEE IF YOU'VE MET THE REQUIREMENT, ONLY COUNT THE PARTICIPATION OF SBE/DVBE CERTIFIED FIRMS TO DETERMINE YOUR PARTICIPATION %

FAILURE TO MEET THE REQUIREMENT WILL RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE

Where to Find SBE/DVBE Information

IN THE RFP DOCUMENT:

- **Section Seven – 1.0: Socio-Economic Programs SBE/DVBE Participation:**
 - Article 1.3 – Accepted SBE and DVBE Certification List**
 - Article 1.5 – Resource Table for Finding Certified SBEs and DVBEs**
- **Mandatory Bidding Forms are located in Section Seven – 1.0:**
 - * **Attachment A – Bidder's SBE/DVBE Certification Status Form**
 - * **Attachment B – SBE/DVBE Subcontracting Commitment & Affidavit and List of Proposed Subcontractors**
 - * **Attachment C – Letter of Intent between a Bidder and SBE/DVBE Subcontractor**

Document Submittal Requirements & Checklist

- ☐ **Bidder's SBE/DVBE Certification Status Form**
 - If bidder is a SBE or DVBE, include proof of bidder's certification
- ☐ **SBE/DVBE Subcontracting Commitment & Affidavit**
 - Indicate the total SBE/DVBE participation percentage commitment for this contract
 - Bidder must complete and sign the Affidavit
- ☐ **Proposed Subcontractor forms**
 - Identify all subcontractors (regardless of certification status) by completing one form for each subcontractor
 - Indicate each subcontractor's applicable certification status
 - The specific "percentage of contract amount for subcontracting" for each proposed subcontractor may be left blank for task-order based contracts
- ☐ **Letter of Intent (LOI)**
 - LOI is required for each SBE/DVBE subcontractor
 - LOI must be signed by both the bidder and SBE/DVBE subcontractor
- ☐ **Proof of certification for each SBE/DVBE subcontractor**

QUESTIONS?

Questions related to the SBE/DVBE Participation Program shall be submitted using the eRSP Q&A Function

MANDATORY COMPLIANCE DOCUMENTS

Douglas Vernon-Scott
Supply Chain Services – Purchasing

MANDATORY COMPLIANCE DOCUMENTS

***Failure to submit or COMPLETE and SUBMIT
THE FOLLOWING FORMS CORRECTLY with your proposal
will result in your proposal being deemed non-responsive.***

- CRO Responsibility Questionnaire (*Appendix E*)
- CEC Form 50-Bidder Certification (*Appendix G*)
- CEC Form 55-Prohibited Contributors (*Appendix K*)
- Non-Collusion Affidavit (*Appendix Q*)

Refer to RFP Section One, Paragraph 9.0 , Mandatory Compliance Documents

MANDATORY COMPLIANCE DOCUMENT:

CEC 50 – Municipal Lobbying Activity

- Certifies that the bidder acknowledges and agrees to comply with the disclosure requirements and prohibitions regarding their lobbyist activity.
- Proposals submitted without a completed and signed CEC Form 50 **shall be deemed non-responsive.**

Bidders shall download, print, complete, sign, scan and include the CEC Form 50 in your submitted proposal.

Refer to RFP Section Six, Appendix G

FORM 50 Bidder Certification		Los Angeles City ETHICS COMMISSION
This form must be submitted with your bid or proposal to the City department that is awarding the contract noted below. If you have questions about this form, please contact the Ethics Commission at (213) 978-1960.		
<input type="checkbox"/> Original Filing <input type="checkbox"/> Amendment: Date of Signed Original _____ Date of Last Amendment _____		
Reference Number (Bid, Contract, or BAVN)		Awarding Authority (Department awarding the contract)
Bidder Name		
Address		
Email Address		Phone Number
Certification		
I certify the following on my own behalf or on behalf of the entity named above, which I am authorized to represent:		
A. I am applying for one of the following types of contracts with the City of Los Angeles:		
1. A goods or services contract with a value of more than \$25,000 and a term of at least three months;		
2. A construction contract with any value and duration;		
3. A financial assistance contract, as defined in Los Angeles Administrative Code § 10.40.1 (h), with a value of at least \$100,000 and a term of any duration; or		
4. A public lease or license, as defined in Los Angeles Administrative Code § 10.40.1 (i), with any value and duration.		
B. I acknowledge and agree to comply with the disclosure requirements and prohibitions established in the Los Angeles Municipal Lobbying Ordinance if I qualify as a lobbying entity under Los Angeles Municipal Code § 48.02.		
I certify under penalty of perjury under the laws of the City of Los Angeles and the state of California that the information in this form is true and complete.		
Name _____		Signature _____
Title _____		Date _____
Revised September 2019 Los Angeles Municipal Code § 48.00(h), Los Angeles Administrative Code § 10.40.1 ethics.lacity.org Page 1 of 1		

MANDATORY COMPLIANCE DOCUMENT:

CEC 55 – Bidder Campaign Contributions and Fundraising

- Certified that the bidder may not make campaign contributions to and/or engage in fundraising for elected City officials or candidates for elected City office from the time they submit a bid until a contract is awarded, or for successful bidders, 12 months after the contract is executed.
- Restrictions apply to the bidder, the bidder's principals, subcontractors, and the subcontractor's principals.
- Identify all subcontractors whose subcontracts are in the amount of \$100,000 or more should be listed on the CEC 55 for anything other than equipment or materials only. If services in the amount of \$100,000 or more **are a part of materials or equipment subcontract, these firms must be listed on the CEC 55.**

MANDATORY COMPLIANCE DOCUMENT: CEC 55 – Bidder Campaign Contributions and Fundraising (Cont.)

Proposers are required to complete and submit the CEC Form 55 with the proposal.
Failure to complete, sign and submit the CEC Form 55 shall deem your proposal NON-RESPONSIVE!

THIS FORM IS THE LEADING REASON FOR A PROPOSAL BEING DEEMED NON-RESPONSIVE.

PLEASE REVIEW CAREFULLY!

FORM 55 Prohibited Contributors (Bidders) Los Angeles City ETHICS COMMISSION

This form must be completed in its entirety and submitted with your bid or proposal to the City department that is awarding the contract. Failure to submit a completed form may affect your bid or proposal. If you have questions about this form, please contact the Ethics Commission at (213) 978-1960.

☐ Original Filing ☐ Amendment: Date of Signed Original _____ Date of Last Amendment _____

Reference Number (Bid, Contract, or BAVN): _____ Date Bid Submitted: _____
Contract Description (Title of the RFP or City contract solicitation and description of the services to be provided): _____
Awarding Authority (Department awarding the contract): _____
Bidder Name: _____
Bidder Address: _____
Bidder Email Address: _____ Bidder Phone Number: _____

Schedule Summary

Please complete all three of the following:

1. **SCHEDULE A – Bidder's Principals** (check one)
The bidder has one or more PRINCIPALS, as defined in LAMC § 49.73(a)(3).
At least one principal is required for entities. (If you check "Yes," Schedule A is required.) Yes ☐ No ☐

2. **SCHEDULE B – Subcontractors and Their Principals** (check one)
The bidder has one or more SUBCONTRACTORS on this bid or proposal with subcontractors worth \$100,000 or more. (If you check "Yes," Schedule B is required.) Yes ☐ No ☐

3. **TOTAL NUMBER OF PAGES SUBMITTED** (including this cover page): _____

Certification

I certify the following under penalty of perjury under the laws of the City of Los Angeles and the state of California:
A) I understand, will comply with, and have notified my principals and subcontractors of the requirements and restrictions in Los Angeles City Charter § 47002(c)(2) and any related ordinances; B) I understand that I must amend this form within ten business days if any information changes; C) I am the bidder named above and I am authorized to represent the bidder named above, and my name appears below; and D) The information provided in this form is true and complete to the best of my knowledge and belief.

Name: _____ Signature: _____
Title: _____ Date: _____

Revised September 2018 Los Angeles City Charter § 47002(c)(2); Los Angeles Municipal Code §§ 47.73000-47.73000.04 ethics.lacity.org Page 1 of 3

FORM 55 Prohibited Contributors (Bidders) Los Angeles City ETHICS COMMISSION

Schedule A - Bidder's Principals

Please identify the names and titles of all the bidder's principals (attach additional sheets if necessary). Principals include a bidder's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of these positions. Principals also include individuals who hold an ownership interest in the bidder of at least 20 percent and employees of the bidder who are authorized by the bid or proposal to represent the bidder before the City.

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

☐ Check this box if additional Schedule A pages are attached.

Revised September 2018 Los Angeles City Charter § 47002(c)(2); Los Angeles Municipal Code §§ 47.73000-47.73000.04 ethics.lacity.org Page 2 of 3

FORM 55 Prohibited Contributors (Bidders) Los Angeles City ETHICS COMMISSION

Schedule B - Subcontractors and Their Principals

Please identify all subcontractors whose subcontractors are worth \$100,000 or more. Separate Schedule B pages are required for each subcontractor who meets the threshold.

Subcontractor's Name: _____
Subcontractor's Address: _____

Please check one of the following options:
This subcontractor has one or more principals. Yes ☐ No ☐

* Each principal's name and title must be identified below. Attach additional sheets if necessary. Principals include a subcontractor's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of these positions. Principals also include individuals who hold an ownership interest in the subcontractor of at least 20 percent and employees of the subcontractor who are authorized by the bid or proposal to represent the subcontractor before the City.

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

Name: _____ Title: _____
Address: _____

☐ Check this box if additional Schedule B pages are attached.

Revised September 2018 Los Angeles City Charter § 47002(c)(2); Los Angeles Municipal Code §§ 47.73000-47.73000.04 ethics.lacity.org Page 3 of 3

MANDATORY COMPLIANCE DOCUMENT:

CRO – Contractor Responsibility Ordinance

- The Contractor Responsibility Ordinance (CRO) was adopted to ensure the prudent expenditure of public dollars in the City's procurement process which will result in the selection of qualified and responsible contractors who have the capability to perform the contract; and that Contractors comply with all federal, state, and local laws in performance of the contract.
- As part of proposal submittal, proposers shall complete, sign, and submit the "Pledge of Compliance with CRO" (1 page) and the "Responsibility Questionnaire" (9 pages) affidavit.
- **Proposals submitted without a completed and signed CRO questionnaire shall be deemed non-responsive.**

Refer to Section Six, Appendix E

MANDATORY COMPLIANCE DOCUMENT:

Courtesy Review

Courtesy Review

Proposers may submit a courtesy review request prior to proposal submittal but **no later than 48 hours (2 business days) prior to proposal submittal due date.**

Supplier Relations will perform a Courtesy Review of the following Selected Mandatory Bidding Forms:

- Contractor Responsibility Questionnaire (CRO) (Appendix E)
- Bidder Certification – CEC Form 50 (Municipal Lobbying Ordinance) (Appendix G)
- Prohibited Contributors (Bidders) – CEC Form 55 (Appendix K)

Request courtesy review at ccsdocs@ladwp.com.

The Proposer is required to submit the mandatory compliance forms with the proposal after the courtesy review has been completed.

(Refer to Section One – Paragraph 10.0)

MANDATORY COMPLIANCE DOCUMENT:

Non-Collusion Affidavit

- As part of proposal submittal, proposers shall complete, sign, and submit the “Non-Collusion Affidavit” (1 page).
- **Proposals submitted without a completed and signed Non-Collusion Affidavit shall be deemed non-responsive.**



NON-COLLUSION AFFIDAVIT

The bidder or proposer agrees to furnish any or all of the aforementioned materials or services as may be awarded and declares under penalty of perjury that such proposal is genuine, and not sham or collusive, nor made in the interest or in behalf of any person or entity not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm, or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure for itself an advantage over any other bidder.

The bidder or proposer agrees, upon the acceptance of this Proposal, to enter into and execute a contract consisting of the documents identified as Contract Documents or Agreements for furnishing any or all materials or services embraced in the accepted Proposal at the submitted prices, to execute a bond conditioned upon the faithful performance of the contract when required, to adhere during the performance of the contract to all terms and conditions, comply with all City of Los Angeles business policies and codes as required by applicable law, and to meet or exceed the subcontractor dollar amounts committed to by the bidder.

When a bid bond is required, the bidder or proposer furthermore agrees that, in case of default in execution of such contract with necessary bond, the check or bond accompanying this Proposal and the money payable thereon shall be forfeited to and remain the property of The City of Los Angeles.

The bidder or proposer certifies, by submission of this proposal that it and its principals are not presently debarred or declared ineligible to bid by any Federal, State or local agency(ies). The bidder or proposer further agrees that Department may consider such debarment records in determining bidder responsibility and subsequent recommendation of award.

The bidder or proposer declares under penalty of perjury, according to the laws of the State of California, that the foregoing is true and correct.

Print Name & Title

Company Name

Signature

Date

LADWP Non-Collusion Affidavit 9/18/2018

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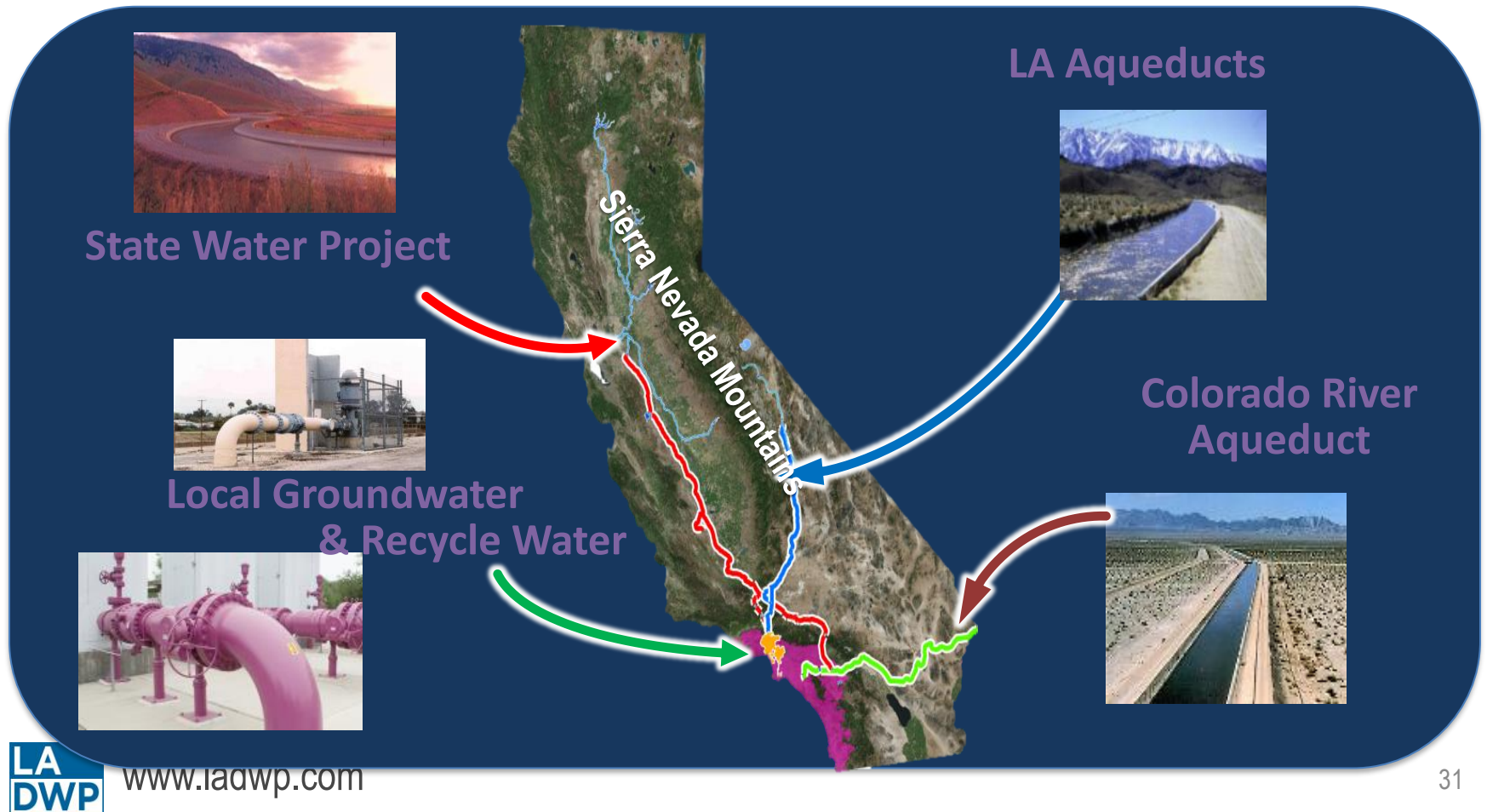
Statement of Work

Theresa Kim & Andrei Tcharssov

Water Resources Division

Background

LADWP's Water Supply Portfolio



Objective

LADWP seeks assistance to analyze:

- The trends and market values of California's water market
- Existing and developing water storage programs

Scope of Work

Areas of interest are:

- California' water market purchasing process
- History of latest water market transactions
- Evaluation of water market and water storage programs
- Recommendations for participation in water market and water storage programs

Deliverables and Schedule

- Task Orders will be issued for specific tasks
- Technical memoranda and reports
- Schedule: 5 years

INSURANCE REQUIREMENTS AND OTHER COMPLIANCE FORMS

Douglas Vernon-Scott
Supply Chain Services – Purchasing

INSURANCE REQUIREMENTS

CONTRACT INSURANCE REQUIREMENTS – DEPARTMENT OF WATER AND POWER For Contractors, Service Providers, Vendors, and Tenants

Agreement/Activity/Operation: P/PS (RFP/RFQ) - Water Market Research and Analysis
 Reference/Agreement: REQ #145204 - CERTIFICATE ACCEPTABLE
 Term of Agreement: _____
 Contract Administrator: _____
 Buyer and Phone Number: Douglas Vernon-Scott

- Contract-required types and amounts of insurance as indicated below by checkmark are the minimum which must be maintained. All limits are Combined Single Limit (Bodily Injury/Property Damage) unless otherwise indicated.
- Firm 30 day Notice of Cancellation required.
- All required scheduled endorsements must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.

		PER OCCURRENCE LIMITS
<input type="checkbox"/> WORKERS' COMPENSATION(Stat. Limits)/Employer's Liability:		
<input type="checkbox"/> CA / All States Endorsement	<input type="checkbox"/> US L&H (Longshore and Harbor Workers)	
<input type="checkbox"/> Jones Act (Maritime Employment)	<input type="checkbox"/> Outer Continental Shelf	
<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> Black Lung (Coal Mine Health and Safety)	
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> AUTOMOBILE LIABILITY:		
<input type="checkbox"/> Owned Autos	<input type="checkbox"/> Any Auto	
<input type="checkbox"/> Hired Autos	<input type="checkbox"/> Non-Owned Auto	
<input type="checkbox"/> Contractual Liability	<input type="checkbox"/> Additional Insured	
<input type="checkbox"/> MCS-90 (US DOT)	<input type="checkbox"/> Trucker's Form	
<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> GENERAL LIABILITY:	<input type="checkbox"/> Limit Specific to Project	<input type="checkbox"/> Per Project Aggregate
<input type="checkbox"/> Property Damage	<input type="checkbox"/> Contractual Liability	<input type="checkbox"/> Personal Injury
<input type="checkbox"/> Premises and Operations	<input type="checkbox"/> Products/Completed Ops.	<input type="checkbox"/> Independent Contractors
<input type="checkbox"/> Fire Legal Liability	<input type="checkbox"/> Garagekeepers Legal Liab.	<input type="checkbox"/> Child Abuse/Molestation
<input type="checkbox"/> Corporal Punishment	<input type="checkbox"/> Collapse/Underground	<input type="checkbox"/> Explosion Hazard
<input type="checkbox"/> Watercraft Liability	<input type="checkbox"/> Pollution	<input type="checkbox"/> Additional Insured Status
<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> Airport Premises	<input type="checkbox"/> Hangarkeepers Legal Liab.
<input type="checkbox"/> Marine Contractors Liability	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY:		
<input type="checkbox"/> Contractual Liability	<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> (\$1,000,000.00)
<input type="checkbox"/> Additional Insured	<input type="checkbox"/> Vicarious Liability Endt.	<input checked="" type="checkbox"/> 3 Year Discovery Tail
<input type="checkbox"/> AIRCRAFT LIABILITY:		
<input type="checkbox"/> Passenger Per Seat Liability	<input type="checkbox"/> Contractual Liability	<input checked="" type="checkbox"/> Other: <u>Consultant's E & O</u>
<input type="checkbox"/> Pollution	<input type="checkbox"/> Additional Insured	<input type="checkbox"/> Hull Waiver of Subrogation
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> PROPERTY DAMAGE:	<input type="checkbox"/> Loss Payable Status (AOIMA)	
<input type="checkbox"/> Replacement Value	<input type="checkbox"/> Actual Cash Value	<input type="checkbox"/> Agreed Amount
<input type="checkbox"/> All Risk Form	<input type="checkbox"/> Named Perils Form	<input type="checkbox"/> Earthquake: _____
<input type="checkbox"/> Builder's Risk:\$ _____	<input type="checkbox"/> Boiler and Machinery	<input type="checkbox"/> Flood: _____
<input type="checkbox"/> Transportation Floater:\$ _____	<input type="checkbox"/> Contractors Equipments\$ _____	<input type="checkbox"/> Loss of Rental Income: _____
<input type="checkbox"/> Scheduled Locations/Propt.	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> WATERCRAFT:		
<input type="checkbox"/> Protection and Indemnity	<input type="checkbox"/> Pollution	<input type="checkbox"/> Additional Insured
<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> POLLUTION:		
<input type="checkbox"/> Incipient/Long Term	<input type="checkbox"/> Sudden and Accidental	<input type="checkbox"/> Additional Insured
<input type="checkbox"/> Waiver of Subrogation	<input type="checkbox"/> Contractor's Pollution	<input type="checkbox"/> Other: _____
<input type="checkbox"/> CRIME:	<input type="checkbox"/> Joint Loss Payable Status	<input type="checkbox"/> Additional Insured
<input type="checkbox"/> Fidelity Bond	<input type="checkbox"/> Financial Institution Bond	<input type="checkbox"/> Loss of Monies/Securities
<input type="checkbox"/> Employee Dishonesty	<input type="checkbox"/> In Transit Coverage	<input type="checkbox"/> Wire Transfer Fraud
<input type="checkbox"/> Computer Fraud	<input type="checkbox"/> Commercial Crime	<input type="checkbox"/> Forgery/Alteration of Docs.
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> ASBESTOS LIABILITY:	<input type="checkbox"/> Additional Insured	

Insurance- (01/23/2026LCJ)

INSURANCE REQUIREMENTS (CONT.)

- Insurance Requirements are only applicable to Prime Contractors. They do not apply to any Subcontractors that may be used.
- Do not submit any proof of insurance with your proposal. (Proof must be submitted by the successful proposer.)
- Exceptions taken to any Insurance Requirements or any other terms and conditions must be presented in your proposal.
- All questions related to Risk Management must be submitted in writing to SCS4Purchasing@ladwp.com.
- Insurance forms and information can be found at: www.ladwp.com/riskmanagement

OTHER COMPLIANCE FORMS

Submitted with Proposal:

- Appendix C Certification of Compliance with Child Support Obligations
- Appendix D Equal Benefits Ordinance Compliance Affidavit
- Appendix E Pledge of Compliance with Contractor Responsibility
- Appendix F Living Wage Ordinance Forms – Exemption Request (if applicable)
- Appendix H Business Tax Registration Certificate Application
- Appendix I Request for Taxpayer Identification Number and Certification (Form W-9)
- Appendix O Confidentiality Agreement for LADWP Proprietary Information
- Appendix P Safety Compliance Certificate
- Appendix Q Notice of Use of Former LADWP Employees
- Appendix R Past Performance Questionnaire

REMINDERS AND Q&A SESSION

Douglas Vernon-Scott
Supply Chain Services – Purchasing

REMINDERS

- During the solicitation process, the buyer is the single point of contact.
- No verbal or written explanation of the RFP which appear to modify the RFP content should be regarded without an issued addendum through eRSP.
- Make sure your information between various forms is consistent.
- Make sure that every form that requires signature is signed; otherwise your proposal may be deemed non-responsive.
- Ensure all scanned documents are uploaded and submitted correctly – check for blank pages.
- Upon proposal submittal, make sure **to confirm your submission.**
- Proposers are ***strongly encouraged*** to submit their proposals as early as possible. **NO LATE PROPOSALS WILL BE CONSIDERED.**

Q&A SESSION

- Only responses to questions that are uploaded to eRSP may be relied upon in the preparation of your proposal.
- Submit questions through the Q&A feature on the RFP's eRSP Bid webpage no later than 2:00 PM on June 30, 2026.

**Thank you for your participation and interest
in the contracting opportunities with
the Los Angeles Department of Water and Power.**