



**PROJECT NO. 5001
REQUEST FOR PROPOSAL
AS-NEEDED ENVIRONMENTAL CONSULTING SERVICES**

**ADDENDUM NO. 1
DATE: April 28, 2017**

Issued by the General Services Agency, Capital Programs Department, 1401 Lakeside Drive, Suite 1115, Oakland, California.

TO ALL PROSPECTIVE BIDDERS for the above project, notice is hereby given that the following changes, modifications, corrections, clarifications, and additions, as herein set forth, shall apply to the specifications, terms, and conditions for as-needed environmental consulting services and shall be made part thereof and subject to all requirements as if originally specified or drawn.

A. Add the following:

1. The List of Attendees (Attachment A) of the networking/bidders conferences held on April 25 and April 26, 2017 is included for information only.

B. Revisions to the Request for Proposal. Below is a list of revised specifications, terms, and conditions with a description of the revisions. Replace specification documents with Addendum No. 1 as follows:

2. Request for Proposal – Replace Section III. COUNTY PROCEDURES, TERMS, AND CONDITIONS, Paragraph F. EVALUATION CRITERIA / SELECTION COMMITTEE with the revised Section III. COUNTY PROCEDURES, TERMS, AND CONDITIONS, Paragraph F. EVALUATION CRITERIA / SELECTION COMMITTEE in Attachment B.

C. Clarifications:

3. A summary of responses and clarifications to questions that were either submitted by bidders or asked by bidders during the networking/bidders conferences is provided in Attachment C.

ATTACHMENTS:

Attachment A – List of Attendees for the Networking/Bidders Conferences held April 25 and April 26, 2017

Attachment B – Section III. COUNTY PROCEDURES, TERMS, AND CONDITIONS, Paragraph F. EVALUATION CRITERIA / SELECTION COMMITTEE

Attachment C – Responses and Clarifications to Bidder Questions

END OF ADDENDUM NO.1

ATTACHMENT A

**List of Attendees for the Networking/Bidders Conferences
Held on April 25 and April 26, 2017**

**PROJECT 5001 / AS NEEDED ENVIRONMENTAL CONSULTING SERVICES RFP
NETWORKING/BIDDERS CONFERENCE****Held on April 25, 2017 – 10:00 a.m.****1401 Lakeside Drive, Room 1107**

Company Name & Address	Contact	Phone	E-mail	SLEB	Certif. SLEB	Local	MBE	WBE	MWBE	Prime	Sub-Cont	Type
ATC	Mike Bishop	(925) 460-5300	Mike.bishop@atcassociates.com							X		Environmental Consulting
ACC Environmental	Sarah Wilson	(510) 638-8400 X102	swilson@accenv.com	X	X	X				X	X	
GHD	Dan Glaze	(510) 376-0657	dan.glaze@ghd.com			X	X			X	X	Environmental, Architecture, Engineering
Northgate Environmental Management	Dennis Laduzinsky	(510) 839-0688, x202	dennis@ngem.com	X	X	X		X			X	Phase I/II
Ninyo & Moore	William P. Larkin	(510) 343-3000	wlarkin@ninyoandmoore.com			X	X			X		
AEI Consultants	David Wright	(925) 746-6000	dwright@aeiconsultants			X				X		
Titan Environmental Solutions	Eloy Cisneros	(510) 390-2657	eloy@titan-enviro.com	X	X	X	X			X	X	Environmental Consultant

**PROJECT 5001 / AS NEEDED ENVIRONMENTAL CONSULTING SERVICES RFP
NETWORKING/BIDDERS CONFERENCE****Held on April 26, 2017 – 10:00 a.m.****1401 Lakeside Drive, Room 1107**

Company Name & Address	Contact	Phone	E-mail	SLEB	Certif. SLEB	Local	MBE	WBE	MWBE	Prime	Sub-Cont	Type
Aurora Environmental Services	Kimberly Casey	(510) 444-1300	kcasey@auroraesi.com	X	X	X	X	X	X	X		
Forensic Analytical Consulting Services	Bill Belk	(510) 266-4600	bbelk@forensicanalytical.com			X				X	X	
Oaks Environmental Testing	Mariel Robles	(510) 834-1638	oaksenvironmentaltesting@msn.com	X	X	X	X	X	X	X		
Terracon	Steff Steiner	(510) 547-7771	spsteiner@terracon.com			X				X		

ATTACHMENT B

**Request for Proposal - Section III. COUNTY PROCEDURES, TERMS, AND
CONDITIONS, Paragraph F. EVALUATION CRITERIA / SELECTION
COMMITTEE**

III. COUNTY PROCEDURES, TERMS, AND CONDITIONS

F. EVALUATION CRITERIA / SELECTION COMMITTEE

Completeness Review: The County will perform a preliminary completeness review to identify any patently defective or non-responsive Proposals. Proposals not meeting the requirements of the RFP will be considered non-responsive. County action on a defective or non-responsive Proposal may include refusal to evaluate the Proposal and

elimination of the Bidder from the evaluation process. The County reserves the right to take any action consistent with the requirements of this document, including without limitation, requesting additional information after receipt and opening of any Proposal and waiving any inconsequential Proposal defects.

After the Completeness Review is performed, those proposals which are deemed “complete” will proceed to the Evaluation Process. The evaluation process is a two-step process. The first step is the technical evaluation of the proposals, which will be performed by a County Evaluation Committee (CEC). The second step will be the oral interviews which will be conducted by a County Interview Panel (CIP).

Step 1 – Proposal Technical Evaluation - County Evaluation Committee (CEC):

The complete written proposals will be evaluated by a CEC which may be composed of County staff and other parties that have expertise or experience in the professional services described herein. The evaluation of the proposals shall be within the sole judgment and discretion of the CEC. The CEC will evaluate each proposal meeting the qualification requirements set forth in this RFP. Bidders should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments may be deemed reflective of an inherent lack of technical competence or indicative of a failure to comprehend the complexity and risk of the County’s requirements as set forth in this RFP. The CEC members will score each proposal reviewed, where the maximum raw score can be 100 points, in accordance with the Evaluation Criteria set forth in this RFP. The scores by each CEC member will be totaled and averaged for a final raw score (up to 100 points). Bidders may receive up to a 10% preference to their final raw score if they meet the criteria of being a certified SLEB. The 10% preference is comprised of a 5% preference for being a local business and a 5% preference for being a certified small local business or certified emerging local business. Any preference a bidder qualifies for will be added to their final raw score. After all preferences are added to bidders final raw scores a shortlist of highest ranked proposals will be generated.

After the highest ranked proposals are determined, the County intends to invite up to eight (8) of the highest ranked Bidders to present their proposals in an interview with the CIP. However, the County reserves the right to adjust the number of Bidders that will be invited to the interview/presentations.

Step 2 – Interview/Presentation - County Interview Panel (CIP):

Immediately following the Proposal Technical Evaluation step, the interview/presentation step shall then proceed and be conducted by a County Interview Panel (CIP). The CIP will be composed of the same people that were part of the CEC. The Bidders shall present at the interview the prospective project team including any partnering firms. After the presentations, the CIP members will score the interviewed proposing firm, where the maximum raw score can be 100 points, in accordance with the Evaluation Criteria set forth in this RFP and the same criteria used during The Proposal Technical Evaluation. The scores by each CIP member will be totaled and averaged for a final raw score (up to 100 points). Bidders may receive up to a 10% preference to their final raw score if they meet the criteria of being a certified SLEB. The 10% preference is comprised of a 5% preference for being a local business and a 5% preference for being a certified small local business or certified emerging local business. Any preference a bidder qualifies for will be added to their final raw score. The success of the Bidder in the interview/presentation with the CIP along with the other evaluation criteria will determine the best qualified firm(s) for award of the contract.

Following the determination of the best qualified firms by the CIP for the project, GSA will recommend to the Board of Supervisors award of contracts to up to six qualified firms. However, the County reserves the right to adjust the number of firms it awards to.

All contact during this evaluation and selection process shall be through the County Contact Person only. Bidders shall neither contact nor lobby other County consultants, other County staff or officials, members of the County Evaluation Committee (CEC) or members of the County Interview Panel (CIP) during the evaluation process. Attempts by Bidders to contact and/or influence these persons may result in disqualification of Bidders. Routine and legitimate inquiries should go through the County Contact Person.

Evaluation Criteria:

The following Evaluation Criteria and their respective weights will be used in evaluating, scoring, and ranking during the evaluation and selection process. The Evaluation Criteria and their respective weights are as follows:

	Evaluation Criteria	Weight
A.	<p>Completeness of Response: Responses to this RFP must be complete. Responses that do not include the proposal content requirements identified within this RFP and subsequent Addenda and do not address each of the items listed below will be considered incomplete, be rated a Fail in the Evaluation Criteria and will receive no further consideration.</p> <p>Responses that are rated a Fail and are not considered may be picked up at the delivery location within 14 calendar days of contract award and/or the completion of the competitive process.</p>	Pass/Fail
	<p>Debarment and Suspension: Bidders, its principal and named subcontractors are not identified on the list of Federally debarred, suspended or other excluded parties located at www.sam.gov.</p>	Pass/Fail
B.	<p>Cost: Bidders are required to submit Bid Form in Exhibit A for the hypothetical project that is described in Exhibit A.</p>	Up to 20 Points
	<p>The points for Cost will be computed by dividing the amount of the lowest responsive bid received by each bidder's total proposed cost and then multiplying this number by 20.</p> <p>While not reflected in the Cost evaluation points, an evaluation may also be made of:</p> <ol style="list-style-type: none"> 1. Reasonableness (i.e., does the proposed pricing accurately reflect the bidder's effort to meet requirements and objectives?); 2. Realism (i.e., is the proposed cost appropriate to the nature of the products and services to be provided?); and 3. Affordability (i.e., the ability of the County to finance the equipment/system and/or services). <p>Consideration of price in terms of overall affordability may be controlling in circumstances where two or more proposals are otherwise adjudged to be equal, or when a superior proposal is at a price that the County cannot afford.</p>	

C.	<p>Relevant Experience and Project Team Capabilities: Proposals will be evaluated against the RFP specifications and the questions below:</p> <ul style="list-style-type: none"> - Does the firm have public sector experience? (11 points) - Does the firm and individuals assigned have experience in asbestos, lead, and mold abatement compliance monitoring? (11 points) - Does the firm and individuals assigned have experience in conducting industrial hygiene and indoor air quality investigations? (11 points) - Does the firm and individuals assigned have experience in conducting hazardous materials surveys in asbestos, lead and mold? (11 points) - Does the firm and individuals assigned to the project have experience conducting Phase 1 and Phase 2 Environmental Site Assessments? (6 points) 	Up to 60 Points
	- Does the firm have an in-house Certified Industrial Hygienist (CIH)? (10 points)	
D.	References (See Exhibit A – Bid Response Packet)	Up to 20 Points
SMALL LOCAL EMERGING BUSINESS PREFERENCE		
	Local Preference: Points equaling five percent of bidder's total score, for the above Evaluation Criteria, will be added. This will be the bidder's <u>final score</u> for purposes evaluation.	Five Percent (5%)
	Small and Local or Emerging and Local Preference: Points equaling five percent of bidder's total score, for the above Evaluation Criteria, will be added. This will be the bidder's <u>final score</u> for purposes of evaluation.	Five Percent (5%)

ATTACHMENT C

Responses and Clarifications to Bidder Questions



PROJECT 5001 / AS NEEDED ENVIRONMENTAL CONSULTING SERVICES RFP

Submitted Questions

- Q1. Is a firm required to offer services in all areas for the RFP?
A1. A firm needs to meet the minimum qualifications specified in the Bidder Minimum Qualifications/Specific Requirements section of the RFP. Bidders that meet the minimum qualifications/Specific Qualifications will be evaluated based on the evaluation criteria described in the RFP. Bidders are encouraged to subcontract with other firms to supplement their team's capabilities and experience in areas that they may be lacking.
- Q2. How do you determine which firms will be asked to respond to emergency services?
A2. The County will contact firms on a rotational basis to respond to emergency jobs.
- Q3. Do you want copies of all certifications in addition to resumes and is there a page limit for the number of certifications?
A3. Bidders should provide copies of all applicable certifications that are necessary to fulfill the requirements of the RFP. There is no page limit that bidders need to adhere to when it comes to submitting copies of the required certifications.
- Q4. Do you need copies of all previous years certifications or just current certifications.
A4. Bidders should provide copies of current certifications. However, any submitted copies of certifications need to meet the Minimum Qualifications/Specific Qualifications of the RFP to be considered.
- Q5. Can an outside consultant be used to meet the minimum qualifications?
A5. Qualifications for the 40 hour Hazwoper training, NIOSH 582 training, AIHA PAT program participation, DPH Lead related certificates, and CAC/CSST requirements need to be met with the prime contractor's "full time, local, in-house, non-subcontracted staff" as it is defined in the RFP
- Q6. Do you need to see copies of current AHERA certifications in addition to CAC or CSST certifications?
A6. If a person has a current CSST or CAC certification then they do not need to submit copies of their AHERA certificates.
- Q7. Who are the current incumbents?
A7. The companies that are currently in contract with the County of Alameda are Sensible Environmental Solutions, ACC Environmental, Vista Environmental, and RGA Environmental/Terracon. .
- Q8. Will the winning bidders staff need to go through background checks?
A8. It is not a requirement of the RFP for staff to go through background checks. However, bidders should know that there are projects that will occur occasionally in facilities where a background check may be required (i.e. detention facilities).
- Q9. Can a SLEB company submit a proposal as a prime contractor and also be a subcontractor for another bidder?
A9. Yes.



- Q10. Is the 20% SLEB subcontracting requirement for non SLEB prime contractors apply to every individual job during the contract or for the overall contract?
- A10. The 20% SLEB subcontracting requirement applies to the overall contract and is not applied to every individual job. Prime contractors are encouraged to use their designated SLEB contractors as much as possible so they maintain the 20% over time.
- Q11. What type of emergency response work do you get?
- A11. Environmental consulting services emergency response are usually in the disciplines of asbestos, lead, mold, and indoor air quality.
- Q12. Do the NIOSH 582 trained staff need to be in-house staff?
- A12. Yes the staff a bidder utilizes to meet the NIOSH 582 training requirements must be “full time, local, in-house, non-subcontracted staff” as it is defined in the RFP.
- Q13. Will the County’s future jobs include sampling for silica in relation to new regulations?
- A13. The majority of the projects will be in the disciplines of asbestos, lead, indoor air quality, and mold. Some future projects may include other disciplines like silica but there is no way for the County to anticipate the frequency of these types of jobs.
- Q14. Once the six or so selected firms are contracted, how will County disburse task ordered among the six (round robin, low price, etc.?)
- A14. Jobs that are less than \$3,000 will be awarded on a rotational basis between the selected firms. Jobs that are greater than \$3,000 will be competitively bid between the selected firms. There is no guarantee of a dollar amount to any consultant.
- Q15. Will questions and answers posed at both networking/bidders conferences be available via an addendum?
- A15. Yes
- Q16. Please confirm the County will award 6 contracts.
- A16. The County intends to award up to 6 contracts.
- Q17. Is this a renewal contract? If so, who are the incumbents?
- A17. This is not a renewal contract. This is a new RFP for As-Needed Environmental Consulting Services. A previous RFP for these services was completed in 2012. That contract is expiring in August 2017. The firms that are still participating in that contract are RGA Environmental/Terracon, ACC Environmental, Vista Environmental, and Sensible Environmental Solutions.
- Q18. What was the total expenditure on each expiring contract, for the entire term of the contract?
- A18. I am not sure of the total expenditure for each expiring contract. The total expenditure for the entire contract will be approximately \$900,000-\$1,000,000 for 5 years.
- Q19. What is the expected expenditure for this contract?
- A19. Up to \$600,000 for 3 years.



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Q20. Is the participation of a SLBE a requirement for this contract?

A20. A bidder must either be a certified SLEB or they must subcontract at least 20% of the total estimated bid amount with certified SLEB subcontractors to be considered for contract award. Refer to the RFP for SLEB requirements for this procurement.