COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 901831

### for

**Contractor Bonding and Technical Assistance Program Administration Services**

**Networking/Bidders Conferences Held on July 25, 2019**

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| **This County of Alameda, General Services Agency (GSA), RFP Questions & Answers (Q&A) has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Q&A will also be posted on the GSA Contracting Opportunities website located at** [**http://acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractopportunities.jsp**](http://acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp) |

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**Responses to Questions**

1. Why is the RFP back out to bid within a year of award for a three year contract?
   1. **The current contract is due to expire on October 31, 2019. A three year contract was not awarded last year.**
2. How many contractors are in the program?
   1. **There are approximately 381 contractors currently receiving technical assistance, program information and services.**
3. How many contractors have received bonding lines?
   1. **Over the past five years, approximately 40 program participant contractors have received bonding.**
4. How many contractors have had their bonding capacity increased while they were in the program?
   1. **Over the past five years, approximately 10 program participant contractors have increased their bonding capacity.**
5. Historically, municipalities allow AM Best rated A-7 companies to participate in the bonding of subcontractors and primes, why is Alameda County different?
   1. **The requirements of this RFP are based on what the County has determined to be in its best interest.**
6. Who is the current Third Party Administration firm and is their cost to the county included in the current pricing under this program or separate?
   1. **There is not one single firm. Because Third Party Funds Administration is an essential part of the Program, each participating surety has its own funds control administrator. Pricing is not separate.**
7. Who is the fund control company and what is their cost?
   1. **There is not one single firm. Each participating surety has its own funds control administrator. The usual funds control cost ranges from 0.75%-1% of the contract value.**
8. What is the current program cost to the County, and the pricing over the history of the program?
   1. **Please see Exhibit D – Standard Services Agreement.**
9. How many total contractors have received counseling, and how many have received bond lines of those contractors?
   1. **Over the past five years, approximately 119 program participant contractors have received counseling and approximately 40 have received bonding.**
10. How many invoices are administered on an annual basis for funds control?
    1. **Over the past five years, a total of four invoices were administered for funds control.**
11. How many workshops are conducted annually?

**A11) Over the past 5 years, approximately seven Program sponsored workshops have been conducted.**

1. What typical reports are required, can the County provide specifics?
   1. **Per page 8 of the RFP, Section E (SPECIFIC REQUIREMENTS), Item 16 states:**

***Prepare annual reports and a project closeout report (at the end of the contract), documenting benefits to and successes of Program participants, and their ability to apply those successes to other bid/contracting opportunities.***

**Per page 8 of the RFP, Section G (DELIVERABLES/REPORTS), Item 1 states:**

***The items listed below must be provided with the monthly invoice for payment:***

1. ***Provide monthly reports to GSA-OAP documenting the level and type of technical assistance provided in terms of number of contractors counseled. Identify benefits to County and SLEB, DBE, and SBE contractors resulting from program-qualified contractors winning bids. Report to include:***
   * + - 1. ***Name of contractor***
         2. ***Type of Counseling***

***Intake***

***Assessment***

***Corrective Plan Development***

***Results/Impact for Contractor and County***

* + - * 1. ***Date(s) of service(s)***
        2. ***Name(s) of vendor staff providing the services***

1. ***List of pre-bid conferences attended with Project name, date, location, number of contractor attendees and contractors contacted.***
2. ***List of all outreach events, workshops, program events, etc. to include the date, location, number of contractor attendees and vendor staff attending.***

### EXHIBIT C

VENDOR LIST

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Below is the Vendor Bid List for this project consisting of vendors who have been issued a copy of this RFP. This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the Small Local Emerging Business (SLEB) Program: <http://www.acgov.org/gsa/departments/purchasing/policy/slebpref.htm>.

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| **RFP No. 901831 - Contractor Bonding Assistance Program** | | | | | | |
| **Business** | **Name** | **Phone** | **Address** | **City** | **St** | **Email** |
| Merriwether & Williams | Ash Williams | ( 510 ) 740-6922 | 1970 Broadway, Suite 1225 | OAKLAND | CA | ash@imwis.com |
| Merriwether & Williams | Ingrid Merriwether | (510)740-6922 | 1970 Broadway, Suite 1225 | Oakland | CA | ingrid@imwis.com |
| Hepnner Risk Solutions | Darrell Heppner | (510) 912-1437 | P.O. Box 958 | San Leandro | CA | [Darrellrisk@gmail.com](mailto:Darrellrisk@gmail.com) |
| QZ Inc. DBA: All Purpose Insurance Agency | Constance Codling | (510) 382-1900 | 5857 MacArthur Blvd. | Oakland | CA | [cdi4u2@pacbell.net](mailto:cdi4u2@pacbell.net) |
| PFN Insurance Services | Nicholas Penland | (510) 483-6667 | 1500 Washington Ave. | San Leandro | CA | [npenland@pfninsurance.com](mailto:npenland@pfninsurance.com) |
| Lee Insurance | Sandy Lee Kawano | (510) 525-8830 | 1654 Solano Ave., Ste. D | Albany | CA | [sklee@leeins.com](mailto:sklee@leeins.com) |
| Freeman Insurance Services, Inc. | G. Anthony Freeman | (510) 528-2700 | 1035 San Pablo Ave., Ste. D | Albany | CA | [g.anthony@freemaninscompany.com](mailto:g.anthony@freemaninscompany.com) |
| Global Investment Company | Cathy Jackson | (510) 835-8300 | 300 Frank H Ogawa Plz, Ste. 254 | Oakland | CA | [cathy@globalinvestmentco.net](mailto:cathy@globalinvestmentco.net) |
| NexBenefit Insurance Service | Lloyd Lawrence | (800) 858-0355 | 25200 Carlos Bee Blvd., Ste. 109 | Hayward | CA | [lloyd.lawrence@nexbenefit.com](mailto:lloyd.lawrence@nexbenefit.com) |
| JLA Insurance Agency | Jonathan Leong | (510) 568-4500 | 2169 Harbor Bay Pkwy | Alameda | CA | [jonathan.leong@gmail.com](mailto:jonathan.leong@gmail.com) |
| BJW Insurance Services | Henry Williams | 510-208-6625 | 1330 Broadway, ste. 415 | Oakland | CA | [hwilliams@bjwins.com](mailto:hwilliams@bjwins.com) |