COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 901931

### for

Plan Check and Building Inspection Services

**Networking/Bidders Conference Held on August 3, 2020**

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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) |

Alameda County is committed to reducing environmental impacts across our entire supply chain.

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1. Does the County anticipate extending the bid due date?
	1. **Not at this time. If there are any changes to the bid due date, all prospective bidders will be notified through an Addendum. All bid responses for this RFP are due by 2:00 p.m. on August 31, 2020 via the EZSourcing Portal.**
2. What additional details can the County provide beyond what is stated in bid documents concerning how you will identify the winning bid?
	1. **All bidders responding to this RFP will be notified of the winning bidder with a Notice of Intent to Award letter once the evaluation process is complete.**
3. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)?
	1. **No.**
4. Where was this bid posted, other than the Alameda County’s website?
	1. **This RFP was advertised in The Inter-City Express and the Oakland Post and was sent to the Chambers of Commerce e-mail group.**
5. Will a bid proposal be rejected if the bidder’s Small Local Emerging Business (SLEB) certification application is currently pending?
	1. **Yes. If a Prime bidder is not a SLEB, they have to comply with the SLEB requirements and have to subcontract with a SLEB.**

**Page 19, Section N. (AWARD), states:**

***As a result of the County’s commitment to advance the economic opportunities of these businesses, Bidders must meet the County’s Small and Emerging Locally Owned Business requirements in order to be considered for the contract award.***

1. Will the inspections only be limited to special inspections?
	1. **Inspections in compliance with the building code is not limited to special inspections.**
2. How many vendors will the County select for the materials testing portion and will it be only for County public projects?
	1. **The material testing depends on what special inspection requirements will be. It will include County projects and privately funded projects.**

1. Is pricing going to be included in the proposals?
	1. **Pricing is following the prototypical industrial standard which is 65% of the plan review fee. Bidders are to provide pricing on the Bid Form for key personnel hourly rates.**
2. If a bidder submits another proposal as a prime bidder for a different RFP and be awarded for that project, will there be a conflict of interest? As a subcontractor?
	1. **No, unless there is a conflict of interest. The County allows subcontractors to subcontract with different prime bidders.**
3. There is a requirement to provide proof of any permits, licenses, and credentials necessary to perform the services. A bidder may be proposing a large pool of professionals for this contract, many of whom carry a large number ICC and other certifications. What proof is the County seeking in response to this requirement? Would it be sufficient to provide the number for each certification, e.g., ICC certification numbers and the Professional Engineering registration numbers, which can be verified online?
	1. **Yes, the types of certifications and numbers will be sufficient.**
4. The RFP states that the County will pay 65% of the plan check fees collected by the County, but the unit measure is “Per Hour” in the Bid Form. So what would go in the cells for Year 1, 2, 3 and total?
	1. **The 65% is the industry standard. Bidder can go lower than that. The unit measure of “per hour” is the rate charged if additional plan review needed beyond two rounds of plan review. It can be used as hourly rate for the inspection portion also. The County suggests to submit a separate hourly rate sheet for company key personnel if needed.**
5. For Inspection services in the bid form, is the County asking for one hourly rate for an inspector to be entered in cell D6 then multiply by $1,000,000 to enter into cell E6, then repeat for Year 2 and Year 3 and total?
	1. **Bidder shall enter bid amounts for Year 1 Unit Cost, Year 2 Unit Cost, and Year 3 Unit Cost. The Total Cost for each year will be automatically calculated.**
6. Will the County accept bid proposals for just one scope of work in the RFP?
	1. **No.**
7. Is there a sample agreement or contract associated with the provision on these services which can be reviewed?
	1. **Please refer to pages 19-20 of the RFP, Section N (AWARD), Item No. 10:**

***Final Standard Agreement terms and conditions will be negotiated with the selected bidder. Bidder may access a copy of the Standard Services Agreement template can be found online at:***

[***http://www.acgov.org/gsa/purchasing/standardServicesAgreement.pdf***](http://www.acgov.org/gsa/purchasing/standardServicesAgreement.pdf)

***The template contains minimal Agreement boilerplate language only.***