



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE: **AS-0**

February 2, 2011

REQUEST FOR PROPOSALS – ADDENDUM 1 ZERO-TOLERANCE GRAFFITI ABATEMENT SERVICES (2011-PA001)

Thank you for attending our mandatory Proposers' Conference for Zero-Tolerance Graffiti Abatement Services (2011-PA001) held on Monday, January 24, 2011.

Please take note of the following revisions and supplemental information to the Request for Proposals (RFP). (Please note that **bold** text has been added, and any text that has a ~~strikethrough~~ has been deleted from the RFP.) Questions presented in this Addendum 1 represent the questions asked by Proposers in the form and context as submitted.

Please take note that the deadline to submit proposals has been extended to **Monday, February 14, 2011, by 5:30 p.m.**, also the deadline to submit Form LW-2, Application for Exemption to the County's Living Wage Program has been extended to **Monday, February 7, 2011, by 5:30 p.m.**

Revisions

1. Part I, Item C, Contract Analyst, page 1.1, has been changed to read:

C. Contract Analysts

Proposers are instructed not to contact any County personnel other than the Contract Analysts listed below regarding this solicitation. All contact regarding this RFP or any matter relating thereto must be in writing and may be mailed, e-mailed, or sent via facsimile to:

County of Los Angeles Department of Public Works
Administrative Services Division – 9th Floor
Attention Mr. Andres Campaz or ~~Mr. Scott Pham~~
P.O. Box 1460
Alhambra, California 91802-1460

E-mail: acampaz@dpw.lacounty.gov
Telephone: (626) 458-4072
Facsimile: (626) 458-4194

~~E-mail: spham@dpw.lacounty.gov~~
~~Telephone: (626) 458-4069~~
~~Facsimile: (626) 458-4194~~

2. Exhibit A, Scope of Work, Item L.8, Graffiti Removal Services – County Property, page A.7, has been changed to read:

~~8. Concrete Light Poles: Graffiti shall be removed from concrete light poles using a water blasting machine with a soda compound only. No paint shall be used. All paint shall be removed from the pole. All paper or sticker signs and "slap tags" shall be removed.~~

3. This provision only applies to Zero-Tolerance Zones 1A, 1B, 1C. Exhibit A, Scope of Work, Item CC, Graffiti Tracker Program, page A.15, has been added to read:

CC. Graffiti Tracker Program (Zones 1A, 1B, and 1C only)

The Contractor shall take photographs of all graffiti vandalism (tags) for submission to Graffiti Tracker, Inc., for analysis. Additionally, the Contractor must also meet with the Los Angeles County Sheriff and/or Graffiti Tracker, Inc., once a week or as needed as determined by the Sheriff, to discuss their findings. Photography equipment will be provided to the Contractor by Graffiti Tracker, Inc.

Questions

4. Question: What is the process to apply for certification as a Transitional Job Opportunities Vendor as mentioned on page 1.9 in the RFP? Please confirm whether the correct and only steps to take are to include a completed Form PW-13 in the RFP response. How long will it take for the certification to be affirmed by Public Works?

Response: Yes, to apply for certification as a Transitional Job Opportunity vendor, proposer must complete Form PW-13, Transitional Job Opportunities Preference Application, and submit all supporting documentation at the time of proposal submission. Public Works will complete all Transitional Job Opportunities reviews prior to finalizing the evaluation process.

5. Question: Are for-profit corporations eligible for the Transitional Job Opportunities Vendor certification? It looks like only nonprofits are eligible based on Form PW-13.

Response: No, for-profit corporations do not qualify for the Transitional Job Opportunities Preference.

6. Question: How, and to whom, do we submit the LW-2 seven days prior to proposal submission? (mentioned on page 1.6 in the RFP)

Response: Form LW-2 must be submitted to the Contract Analyst as indicated in Part I, Section C, Item 1.C Contract Analyst as revised in this addendum, via e-mail or facsimile.

7. Question: How do we answer the Living Wage Ordinance question on Form LW-4 if we are applying for exemption from Living Wage? We are a nonprofit organization.

Response: Please note that you must check each applicable box on Form LW-4.

8. Question: Is Form LW-7 required if we are applying for exemption from Living Wage? We are a nonprofit organization.

Response: Yes, even if a firm is a non-profit organization, it must still complete and sign all the Living Wage Forms.

9. Question: On Form LW-9, is this applicable to us if we are applying for the exemption from Living Wage? We are a nonprofit organization.

Response: Yes, even if a firm is approved for the Living Wage Exemption, it must complete and sign all the Living Wage Forms.

10. Question: Does Public Works plan to require Security and Background Investigations? Which offenses are prohibited under this Contract? (page B.17 of sample agreement)

Response: As stated in Exhibit B, Section HH, Security and Background Investigation, Page B.17, the County may require security and background investigations at its sole discretion during the duration of the contract.

Public Works does not currently required Background check investigations under this Contract; therefore, there is no list of prohibited offenses.

11. Question: The maps in the hard copy of the RFP received at bidder's conference are very difficult to read. Can you please post a more legible copy online? We cannot distinguish, which areas are designated as the Zero Tolerance Zones.

Response: Electronic versions of the Zero-Tolerance Zones maps have been uploaded to the website <http://dpw.lacounty.gov/asd/contracts>.

12. Question: What is the projected start and end date for the contract if awarded?

Response: The anticipated start date for this Contract is July 1, 2011, for a period of one year. At the sole discretion of the County, this Contract may be extended in increments of one year, for a maximum potential contract period of five years; if all option years are exercised there is also a six-month extension period which the County may exercise at the end of five years

13. Question: How many square miles is each zone?

Response: Proposers are asked to review the Thomas Guide pages as provided in the RFP under Scope of Work, Item B, Work Locations, Page A.1. Every two squares in the Thomas Guide represents 1/2 mile each way; therefore, four squares make up a square mile.

14. Question: How does the County's graffiti abatement request system work? Will the selected Contractors receive requests by phone or Internet from the County? Will we receive calls from residents and businesses?

Response: The Graffiti Abatement Request System (GARS) is a web-based software to which the Contractor will be granted access. The Dispatch Unit and Contract Monitors receive calls from constituents via the Graffiti Hotline and input requests for removal into the system. GARS generates e-mails to the appropriate Contractor for them to respond to these requests. Once requests are completed Contractor is asked to come back to GARS and mark the request as completed.

15. Question: Can you provide the PW and LW forms in Microsoft Word or Excel please?

Response: No, the only electronic version of the forms can be found in PDF format by accessing the following link <http://dpw.lacounty.gov/asd/contracts>.

16. Question: Is the form called "Wage and Hour Record Keeping for Living Wage Contracts" required if we are a nonprofit eligible for the Living Wage exemption?

Response: Please refer to the response for question No. 8

17. Question: What is the criteria for earning the maximum 50 points for Proposed Price? Is there a scale that you will use to award the number of points, or will 50 points be automatically awarded if we provide a price?

Response: Please refer to Part I, Section 4, Item E.1, Proposed Price, Page 1.29 of the RFP. The lowest Total Proposed Annual Price (subject to adjustments such as Local Small Business Enterprise Preference or Transitional Job Opportunities Preference) quoted in the Schedule of Prices (Form PW-2) will receive the full weight of this evaluated item. Other Proposals will receive a prorated score calculated as follows: divide the lowest Total Proposed Annual Price by each other Proposer's Total Proposed Annual Price and multiply the result by the maximum possible points for this evaluation criterion.

18. Question: Will you please accept bios (a narrative paragraph) in lieu of resumes?

Response: No, please refer to Part I, Section 2, Item A.5, Experience, Page 1.12 of the RFP.

19. Question: Is it possible to learn who the current or prior graffiti Contractors were for these Zones, and what their bid or contract amounts were?

Response: Current Contractors and annual contract amounts are as follows:

ZONE	CONTRACTOR	CONTRACT AMOUNT
1A	Superior Property Services, Inc.	\$161,566.00
1B	Superior Property Services, Inc.	\$171,661.00
1E	Urban Graffiti Enterprise	\$139,973.47
2C	Superior Property Services, Inc.	\$72,371.00

20. Question: Does the County expect graffiti Contractors to provide 2nd and 3rd story graffiti abatement?

Response: No, not under this Contract.

21. Question: Can court referrals be used under this Contract?

Response: Court referrals will not be allowed under this Contract.

22. Question: Does everyone working under this Contract have to be full time employees? EX - I know the crew supervisors do but do the program Director, program managers, data entry and quality control representative need to be?

Response: Yes, full-time employees are required under this Contract, unless otherwise approved by the County. Please refer to Form LW-1, Living Wage Program, Section 2.201.050, other provisions, Item A, Full Time Employees, page 2 of 5. Full time employees do not have to be working solely on any individual service to be considered full-time.

23. Question: Can the quality control representative be a graffiti supervisor?

Response: Yes.

24. Question: In driving the area we noticed over one miles of painted vines on both sides of the road, with some tagging on them. Can you tell me if the Contractor will be responsible for maintaining the vines if they are tagged?

Response: Yes, if vines are found, Contractor is required to do the paint out.

If you have questions concerning the above information, please contact Mr. Andres Campaz at (626) 458-4072, Monday through Thursday, 7 a.m. to 5:30 p.m.

Very truly yours,

GAIL FARBER
Director of Public Works

A handwritten signature in black ink, appearing to read "Ghayane Zakarian", with a stylized "Pon" written below it.

GHAYANE ZAKARIAN, Chief
Administrative Services Division

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