



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE: **BRC-1**

December 7, 2022

REQUEST FOR PROPOSALS – ADDENDUM NO. 3 ARMED AND UNARMED SECURITY SERVICES FOR PUBLIC WORKS HEADQUARTERS COMPLEX (BRC0000344)

Please note that the deadline for proposal submission is **Tuesday, December 13, 2022, at 5:30 p.m.**

All addenda and informational updates will be posted at <https://pw.lacounty.gov/brcd/servicecontracts/>. Please check the website frequently for any changes to this solicitation.

Important Notice: No additional questions will be accepted, we recommend reading the RFP in its entirety for any possible questions or concerns.

Please take note of the following revisions to the Request for Proposals (RFP). (Note that the changes that have been added are in **boldface** and deleted languages are ~~strikethrough~~). Section A is the Addendum and Section B is the Questions and Answers.

A. ADDENDUM:

1. Part II, Exhibit B, Section 5, Indemnification and Insurance Requirements, F.1, Insurance Coverage Requirements is revised to read as follows:

1. Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, with limits of not less than:

General Aggregate:

\$20 10 million

Products/Completed Operations Aggregate:	\$40 5 million
Personal and Advertising Injury:	\$40 5 million
Each Occurrence:	\$40 5 million

B. QUESTIONS AND ANSWERS:

The following answers are in response to the request for information and clarification and other questions submitted by Proposers for the Request for Proposals (RFP) for Armed and Unarmed Security Services for Public Works Headquarters Complex (BRC0000344), issued on October 13, 2022. The questions presented below represent the questions asked by the Proposers in the form and context as submitted:

1. **Question:** On page 1, it states that a copy of the bid guaranty must be mailed or submitted to the cashiers office at PWH by tomorrow, Wednesday, November 9th?? Is this a mistake?

Answer: There was a typographical error in Addendum No. 1 regarding the bid guaranty due date. This error has been rectified with Addendum No. 2 posted on Wednesday, November 9, 2022. Please refer to Informational Update 2 that further extends both the proposal submission deadline and the bid guaranty deadline to Tuesday, December 13, 2022.

2. **Question:** Small Businesses are being preferred throughout the RFP and the County always includes preferences for small businesses especially since small business makes up 80% of California GDP. Yet, the insurance minimum requirement of \$20,000,000 makes it impossible for small businesses to participate. This needs to be revised if the County is to keep its commitment to Small Business Enterprises. The Board of Supervisors should be notified of this egregious requirement, and that their preference is no longer applicable. Do they know this?

Answer: Public Works, as a routine practice, requests the Los Angeles County's Chief Executive Office (CEO) Risk Management Group to provide their recommendation of appropriate insurance coverage and limits for its contracts. Further discussion with Risk Management Group, it was established that the insurance coverage limits for this solicitation will be adjusted to \$5 Million per occurrence and \$10 Million aggregate.

Please refer to this Addendum No. 3, Addendum item No. 1 above.

Please note that the Local Small Business Enterprise (LSBE) preference program is still applicable to this solicitation.

3. **Question:** The DPW stated that the anticipated start date can be as early as 2024; therefore, it could be later than 2024? This makes no sense that the proposal is due in four (4) business days and does not start until longer than a year in the future.

Answer: The anticipated start date of the contract is only an estimate and the due date for proposals has been extended per Addendum No. 2 posted on Wednesday, November 9, 2022, extending proposal submission deadline to Tuesday, November 29, 2022, as previously mentioned. Furthermore, on November 22, 2022, an Informational Update 2 was issued extending the proposal due date to December 13, 2022.

4. **Question:** 2023 LWO is known to be \$18.49. We could only guess what the LWO will be for 2024 when the earliest date the contract could begin? This puts proposers at a disadvantage.

Answer: Living Wage increases are per Consumer Price Index (CPI). As stated in the Form LW-1, Los Angeles County Code Chapter 2.201 – Living Wage Program, Section 2.201.040, Payment of Living Wage, A.5 that states:

Beginning January 1, 2020, and thereafter, the living wage rate shall increase annually based on the average Consumer Price Index for Urban Wage Earners and Clerical Works (CPI-W) for the Los Angeles metropolitan area (Los Angeles-Riverside-Orange County, CA), which is published by the Bureau of Labor Statistics of the United States Department of Labor.

In addition, please note the following in Part I, Section 3.R, Wages, Materials, and other Costs, which states: It is the responsibility of the Proposer to calculate the proposal price and to take into consideration a possible escalation of wages, materials, and other costs during the Contract period.

5. **Question:** We still have concerns that small businesses will not be able to compete in this RFP process. The General Liability insurance minimum requirements are still 10 times higher than the previous RFP.

It appears DPW has its preference -- larger security companies that can withstand these limits. Perhaps this RFP is tailored for a larger company such as Allied Universal or Securitas.

Answer: Public Works would like to confirm that there have not been any intentions nor acts of favoritism in the development of this solicitation and we strongly reject such a notion. Please refer to this Addendum No. 3, Addendum item No. 1 and our response to question 2 above for the insurance limit.

To this end, please note that the Local Small Business Enterprise (LSBE) preference program is still applicable to this solicitation.

6. **Question:** I was wondering if you could provide clarification on Form PW-15, Statement of Equipment Form? We believe that listing only the two golf carts would suffice, but do we need to include other specific equipment (i.e., firearms, batons, handcuffs, etc.)? Anything else we should note about the form?

Answer: Please refer to Addendum No. 1, question No. 14 which states: All proposers must submit Form PW-15 (Statement of Equipment) with their proposal, particularly for the equipment that they plan to use in this contract, if awarded.

Additionally, please note that equipment may include, but is not limited to firearms, batons, handcuffs, etc.

7. **Question:** Does the County have a more precise anticipated start date of the contract (month and year) for purposes of calculating a more accurate LWO into the price? If not, and contractors bid with the expectation that the start date will be sometime in 2024, would contractors be allowed to adjust rates accordingly if the start date turns out to be later than this projected initial year (2025 or later)?

Answer: Please refer to Addendum No. 1, question No. 16 answer, which states:

It is the responsibility of the Proposer to calculate the price and to take into consideration a possible escalation of wages, materials, and other costs during the Contract period. Further please note that this solicitation allows proposers to submit separate prices for each year (Part I, Section 3.R, Wages, Materials, and other Costs).

Please also refer to this Addendum No. 3, questions No. 3 and No. 4.

8. **Question:** For Forms PW-2.1-2.5, does the "year" refer to contract years or calendar years? If they refer to contract years, how should contractors reflect the change in hourly rate and annual price (on the form) in the middle of a contract

year (say for example, from June – May) when the LWO increase goes into effect on Jan 1?

Answer: Year refers to contract year. Please refer to Form LW-7 which states:

The Contract's terms and the anniversary of the Living Wage rate increases are not the same dates. For example, the Contract may start from July 1, 2022, and will end June 30, 2023, which covers two different rates of Living Wage.

This means in the same Contract term, for example, the first option term, contractor must adhere to two different rates of Living Wage. Each Contract term has its own Form PW-2 and Form LW-8.

Please also refer to this Addendum No. 3, question No. 7.

9. **Question:** It shows to electronically submit a response prior to the 9th of November the contractor should be active on Bidexpress.com, which is a paid service. Is this correct?

Answer: Please refer to Informational Update 2. The proposal submission deadline is Tuesday, December 13, 2022.

Please also refer to RFP, Notice of Request for Proposals, page 3 that states: Submission of proposals **will only be accepted electronically using BidExpress or electronic proposals via universal serial bus drive or compact disk to the Cashier's Office in Public Works Headquarters** located on the Mezzanine Floor, 900 South Fremont Avenue, Alhambra, California 91803. **Submission of hard copy proposals will not be accepted.**

BidExpress is an option. If a proposer chooses to use BidExpress there is a nominal service fee. Please refer to Part I, Section 2.B, Proposal Submission; Part I, Section 4.D, Pass/Fail Review, Item No. 1; and Attachment 6, BidExpresscom Set-up Guide.

10. **Question:** The contractor has the RFP and registered with the public works site. And has gotten a surety bond for the 10%. However, were they supposed to contact prior to the 25th of October you and or your coworker with all the needed information I find around pages 25 through 30's? i.e. working with Community Business Enterprise (CBE) Program, and other such things since they already do try to work with local organizations to hire through.

Answer: No, October 25, 2022, was the deadline to submit written questions, however, the deadline to submit written questions was extended to November 15, 2022, via Addendum No. 2.

Please refer to Addendum No. 1, question No. 5 which states: Since this contract does not allow subcontracting, the proposers don't need to show their effort to meet this goal by use of subcontracting as it is not applicable. For further information, please see section Part I, Section 1, Y, Community Business Enterprise Participation and form PW-10 (Community Business Enterprise Information) for further information, such as instances that the Contractor is a CBE.

- 11. Question:** Basically, I am trying to figure out; is my client too late to supply a bid response for this RFP? They were aware of this RFP around 4 days ago.

Answer: The deadline for proposal submission and bid guaranty is Tuesday, December 13, 2022, at 5:30 p.m.

December 7, 2022

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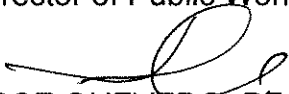
If you have any questions concerning the above information, please contact Ms. Victoria Frausto at (626) 300-2652 or vfrausto@pw.lacounty.gov, or Mr. Jairo Flores at (626) 458-4069 or jflores@pw.lacounty.gov, Monday through Thursday, 7 a.m. to 5 p.m.

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Very truly yours,

MARK PESTRELLA, PE
Director of Public Works



JOSE QUEVEDO, PE
Assistant Deputy Director
Business Relations and Contracts Division

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