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# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE

REFER TO FILE: **BRC-1**

November 5, 2019

### REQUEST FOR PROPOSALS – ADDENDUM 1 ON-CALL EMERGENCY DEBRIS REMOVAL SERVICES PROGRAM (BRC0000126)

The deadline to submit proposals has been extended to **Wednesday, November 13, 2019, at 5:30 p.m.**

The following addenda and informational update are in response to requests for information and clarification submitted by the proposers for the Request for Proposals (RFP) for On-Call Emergency Debris Removal Services Program (BRC0000126), released on Wednesday, October 9, 2019. The questions presented in Section B of this Addendum represent the questions asked by the proposers in the form and context as submitted.

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

#### A. ADDENDUM

1. The Form PW-2, Schedule of Prices has been revised and replaced with **Form PW-2.1**, to clarify between Phase 2A, Debris Removal to Temporary Debris Staging and Reduction Sites and 2B, Debris Removal to a Landfill or Recycling Facility from each other. Please be sure to use the updated **Form PW-2.1** when submitting your proposal. The revised form may be accessed at: <http://pw.lacounty.gov/brcd/servicecontracts/>.

**Proposals submitted using Schedule of Prices Form PW-2 instead of the updated Form PW-2.1 may be found nonresponsive and have their proposal subject to rejection.**

2. Exhibit A, Scope of Work, Section G.3, Work Description – Phase 1 and Phase 2, Subsection e, has been revised to include the following language as shown in **boldface**:
  - e. All debris derived from the requested debris removal services specified herein shall be removed from public right of way and disposed of at Public Works' expense at appropriate sites/facilities, approved by the Contract Manager. **Public Works will reimburse the contractor for**

**the contractor's disposal fees upon the receipt of an invoice with attached certified dump/weight tickets with no mark-up. Public Works will not pay for labor and transportation of debris to the dump site. Transportation costs to and from the disposal sites shall be included in the Contractor's unit price per channel as listed in Form PW-2.1, Schedule of Prices.**

3. Exhibit H, Bid Submission Instructions, paragraph No. 5 has been revised, language shown in ~~strikeout~~ is deleted and language shown in **boldface** is added as shown:

5. Contractor shall submit a bid bond that shall be made payable to the County of Los Angeles in an amount equal to 5 percent of the contractor's bid price as provided in the ~~Form PW-2.1, Schedule of Prices~~ **bid submission packet**.

Proposers failing to provide the requested bid guaranty at the time of proposal **bid** submission may result in the immediate rejection of the bid as nonresponsive.

## **B. QUESTIONS AND ANSWERS**

1. **Question:** I am requesting a copy of contract 003213 for Clark Contracting Corporation for my review under the freedom of public records act.

**Response:** The requested document has been made available online and may be accessed at using the link above.

2. **Question:** We wanted to request a copy of the list of CBEs mentioned on page 11 of the RFP or if you can direct me to the location where the database or spreadsheet is located?

**Response:** The requested list of Community Business Enterprise (CBE) vendors is produced by the County's Department of Consumer and Business Affairs (DCBA). The requested list has been made available online and may be accessed using the link above.

3. **Question:** Who will provide the locations of the Debris Management sites?

**Response:** Public Works will provide these locations to the contractors once the work is requested.

4. **Question:** Will tipping fees be considered a pass-through expense?

**Response:** Yes, disposal/dump fees will be reimbursed to the contractor at-cost, without mark-up. Please refer to Addendum item number A.2.

5. **Question:** Do the Hourly Equipment Rates need to include equipment plus the operator or just the equipment?

**Response:** Rates provided shall include equipment including the operator. As indicated on Form PW-2.1, The proposer rate(s) shall include all administrative costs, labor, supervision, overtime, materials, transportation taxes, equipment, and supplies unless stated otherwise in the RFP.

6. **Question:** Please clarify if the resulting contracts will be primarily for emergency push only or if they will also involve debris removal and management beyond the initial push period. In the Sample Agreement, Scope of Work Exhibit A, the work is described in two phases, PUSH first, then removal, but the additional bidding step is left out. Later in Sample Contract SOW Exhibit A.Q. it reaffirms the secondary bidding process for removal work.

**Response:** The work requested during the initial mobilization will consist of debris removal operations, also known as "push" and disposal at the rates provided on your submitted Schedule of Prices Form PW 2.1. Work requested thereafter will be awarded according to responding bids received from all responsive contractors of the Program.

7. **Question:** Please clarify when the performance and payment bonds will need to be generated. Exhibit H.5. states that they will be held until insurance and bonds are submitted at the time of an execution of work order. Does this mean at time of execution of the pre-positioned agreement, or at time of contract activation following disaster?

**Response:** There are three types of bonds which will be required for these contracts, bid bond, payment bond and performance bond. However, none of these bonds are required at the time of your proposal submission in response to this solicitation or during the initial 70-hour emergency period. Bonds will be required from the contractor(s) as part of their bid submission in response to the County's work request and execution of the work order. Please note below for further clarification:

- **Bid Bond:** The contractor shall provide a bid bond, payable to the County of Los Angeles in an amount equal to 5 percent of the contractor's bid price at the time of bid submission in response to a work order. Please refer to Exhibit H.5 and Addendum item No. A.3.
- **Payment Bond:** The contractor shall provide a payment bond in the amount equal to the total work order amount or as required by Vehicle Code Section 34510.5, whichever is greater. Please refer to Exhibit H.6.

- Performance Bond: The contractor shall provide a faithful performance bond in the amount equal to the work order amount or as required by the contract. Please refer to Exhibit H.7.

8. **Question:** What was the last event that impacted LA County which required activation and performance by the County's disaster debris management contractor? How many cubic yards of debris was collected in that event?

**Response:** Public Works has not had to previously activate these services.

9. **Question:** Will this contract be used to perform services on state roads in lieu of the Caltrans performing those services? If yes, does the County have a pre-existing memorandum of understanding with Caltrans that authorizes them to perform debris removal services on state roads?

**Response:** No, Public Works does not anticipate utilizing the resulting contracts on State highways

10. **Question:** How many miles of public roads (State, City) are within the County? How many miles of State roads are within the County and municipalities?

**Response:** There are approximately 3,100 miles of County-owned roads. We do not have the figure for number of miles of roads that are under the jurisdiction of the State or the 88 incorporated Cities within the County of Los Angeles.

11. **Question:** How will the hourly pricing schedule be weighted in comparison to the unit price schedule?

**Response:** For the purposes of evaluation, all pricing units submitted will be combined and evaluated as one. Pricing criteria will be evaluated in accordance with Part I, Section 4.E, Evaluation Criteria, paragraph 1 on page 1.32 of the RFP.

12. **Question:** Please provide the names and titles of the evaluation committee members.

**Response:** We are unable to provide this information as it is confidential.

13. **Question:** Please provide the date, time and location when the evaluation committee meeting will be held to evaluate proposals.

**Response:** The date, time, and location of the evaluation meeting has not been determined yet. Please note, opening of received and evaluation of proposals is not open to the public. This is not a low bid solicitation.

**14. Question:** Where will the evaluation committee meeting notice be posted?

**Response:** Please see response to Question No. 13.

**15. Question:** When will intent to award be made and how will it be communicated to proposers?

**Response:** Awardees and non-awardees will be notified upon the conclusion of proposal evaluations through U.S. Mail and e-mail at the addresses provided in the received proposals. The date for this notice is undetermined at this time.

**16. Question:** How will the County evaluate and select contractors for activation during a Phase 2 activation?

**Response:** Please see response to Question No. 6.

**17. Question:** What specific evaluation metrics will be utilized by the County to select contractors for a Phase 2 activation?

**Response:** Activation of Phase 2 Debris Removal operations as indicated on page 3 of the Schedule of Prices Form PW 2.1 will be performed by the highest ranked contractor in the Program. In addition, please review Exhibit A, Scope of Work, Section Q, Assignment of Work.

**18. Question:** Will the County request submittals of pricing as part of the Phase 2 selection evaluation and activation?

**Response:** No, Phase 2 Debris Removal operations will be priced as indicated on the submitted Form. Public Works will only request bid submissions for ongoing debris removal work to be performed after the initial emergency timeframe period of approximately 70 hours. Please refer to Exhibit A, Scope of Work, Section Q, Assignment of Work.

**19. Question:** What specific methodology will the County utilize to evaluate contractors' pricing submittals for a Phase 2 activation?

**Response:** Please see response to Question No. 17.

**20. Question:** Will there be more than one Contractor selected as part of the Phase 2 activation?

**Response:** Public Works may at their sole discretion utilize any number of contractors necessary to perform the required work.

- 21. Question:** If a contractor is performing work for the County during Phase 1, will equal consideration be given to them for a Phase 2 activation?

**Response:** Yes, unless the contractor is unable to fulfill the requested work.

- 22. Question:** Are forms PW-3, PW-4, PW-5, PW-7, PW-9, PW-10, and PW-12 to be completed and signed by every subcontractor listed and included in the proposal submittal or is this to be done post award?

**Response:** Yes, the referenced forms must be completed and signed by each subcontractor and included at the time of proposal submission. Any additional subcontractor to be added post award will also need to complete these Forms and submit to the County for approval before the contractor can utilize the new subcontractor.

- 23. Question:** The RFP states that if awarded we will need to contact CBEs. Do we need to document good faith efforts in our proposal submittal or is this post award?

**Response:** Yes, all outreach efforts with registered CBEs should be documented both prior to and after contract award. Omission of this documentation at the time of proposal submission however, will not result in the rejection of your proposal. Please refer to Part I, Section 1.V, Community Business Enterprise Participation on page 1.9 of the RFP.

- 24. Question:** Do we need to fill out the Community Business Enterprises Participation form and submit with the proposal or post award?

**Response:** Yes. All Forms must be submitted as part of your completed proposal. Please also see response to Question No. 23.

- 25. Question:** Is an additional USB containing a redacted copy necessary if the proposal does not contain any confidential information?

**Response:** Yes. Please consider redacting the personal information of any employees, your firm's Tax I.D. number or those of your subcontractors. Please adhere to Part I, Section 2.B, Proposal Submission, on page 1.18 of the RFP.

- 26. Question:** Please confirm that Exhibit F Sample Agreement is not required to be signed and submitted with the proposal and is a post award document.

**Response:** No, the Sample Agreement is not to be signed with your proposal submission. This is provided as a sample only. Prior to the award the recommend awardee will be given an Agreement for execution.



- 27. Question:** Exhibit H states that a Bid guarantee in the amount of 5% is required with the proposal submittal but it is an attached to the sample agreement. Is a bid bond required with the proposal submittal?

**Response:** Please see response to Question No. 7.

- 28. Question:** Our understanding of the specifications is that the enclosed pricing will be used to determine the Company that will be selected to perform the "seventy hour push" and will be used in determining an overall price to be used in conjunction with other criteria to determine selection. Additionally, at the time of an event, pricing line items will be sent to the selected Companies in order to determine who will perform the bigger project. Please confirm that this is the County's intention.

**Response:** Yes, please also see response to Question No. 18.

- 29. Question:** If our understanding of the question above is accurate, will the load and Haul lines items contained in the pricing sheet be used during an actual response (since pricing is for push only)?

**Response:** Please see response to Question No. 18.

- 30. Question:** The minimum requirements of the specifications allow only the Bidder and not a subcontractor's experience to be used to qualify. Section 1.13 seems to contradict this requirement. Please clarify.

**Response:** Minimum requirement No. 1 is a requirement which must be met by the prime contractor, subcontractor(s) may not be used to fulfill this requirement. Section 1.13 refers to experience only for the purposes of evaluation.

- 31. Question:** Page 1.10 number 3 states: Proposer advertised, not less than ten calendar days before the date the Proposals are due, in one or more daily or weekly newspapers, trade association publications, minority or trade oriented publications, trade journals, or other media specified by the County for CBEs that are interested in participating in the project. This paragraph applies only if the County gave public notice of the project not less than 15 calendar days prior to the date the Proposals are due. Is it a requirement to advertise before being awarded a contract?

**Response:** This is not a requirement prior to contract award. The criteria provided on Part I, Section 1, page 1.10 items numbered 1-14 are provided as suggested methods for making good faith outreach efforts to subcontract with registered CBEs.

- 32. Question:** Please confirm that Tipping Fees/Disposal Fees are to be excluded from our proposed rates and treated as a pass through expense whereby the Contractor pays for disposal and invoices the County for reimbursement at direct cost with no markup. Debris contractors does not control thus cannot guarantee the disposal fee charged by the landfill for the term of the contract. It is also typical for tip fees to be negotiated post event thus providing a savings to the jurisdiction should disposal fees be a pass through item.

**Response:** Please see response to Question No. 4.

- 33. Question:** Scope of Work – Exhibit A, page A.3, Item F requires the Contractor to remove hazardous trees and hanging limbs. Typically this is performed on a unit rate basis and paid per tree. There is not a line item for this work on the price sheet. Are we to assume this work is to be performed in conjunction with the Collection, Load and Haul of vegetative (green waste) debris from Phase 2A? If so, will the County consider adding a line item to cover the scope of work for removing hazardous trees and limbs on a unit rate basis to be compensated on a per tree basis? If so, it is standard for hazardous trees to be removed under the following sizes

- |                   |         |
|-------------------|---------|
| • 6"-12"          | \$/Tree |
| • 12-24"          | \$/Tree |
| • 24-36"          | \$/Tree |
| • 36-48"          | \$/Tree |
| • 48" and greater | \$/Tree |
| • Hanging Limbs   | \$/Tree |

**Response:** No, the primary work to be performed will consist of debris removal as indicated on Form PW-2.1, Schedule of Prices. Further operations inclusive of tree trimming and vegetative debris removal requiring more detailed specificity will be handled on a case by case basis or included as part of work to be performed through a bid request.

- 34. Question:** Scope of Work – Exhibit A, page A.4, Item G requires the Contractor to collect and dispose of hazardous materials. The pricing sheet currently has this work being performed and compensated per cubic yard. Will the County consider changing the unit from \$/CY to \$/Pound?

**Response:** No, the pricing unit will remain as is.

- 35. Question:** Currently there is not a line item for the following:

- Management and Processing of Debris at the TDSRS
- Reduction of Debris at the TDSRS
  - Reduction of vegetative debris via:
    - Grinding



- Open Burning
- Air Curtain Burning
- Reduction of C&D Debris via
  - Compaction
  - Shredding/Grinding
- Load and Haul debris from TDSRS to Final Disposal Site
- Removal of Hazardous Stumps
- Removal of White Goods
- Removal of Freon from white goods
- Removal of Electronic Waste
- Removal of waterway debris
  - Land-Based Operations
  - Marine-Based Operations
- Demolition of Private structures
  - RACM Debris
  - Non-RACM Debris
- Removal of debris from storm drains and catch basins

**Response:** Please see response to Question No. 33.

If you have any questions regarding the information provided in this addendum, you may contact Mr. Danny Medina at (626) 458-4080, [dmedina@pw.lacounty.gov](mailto:dmedina@pw.lacounty.gov), or Mr. David Pang at (626) 458-7167, [dpang@pw.lacounty.gov](mailto:dpang@pw.lacounty.gov), Monday through Thursday, 7 a.m. to 5 p.m.

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Very truly yours,

MARK PESTRELLA  
Director of Public Works

  
*For* JOSE QUEVEDO

Assistant Deputy Director  
Business Relations and Contracts Division

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bc: Road Maintenance (Daly w/o enc., Inciong, Hernandez)  
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