**December 17, 2019**

**To: Prospective Proposers**

**From: Carolyn Vargas, Contracts Administrator**

**Subject: RFP S19171 Homeless Encampment Remediation**

**Addendum No. 1 / Questions**

Certain revisions, additions, and/or modifications are hereby incorporated into the Request for Proposal (RFP) Documents. Each Proposer shall acknowledge receipt of this Addendum using the ADDENDUM ACKNOWLEDGEMENT FORM and submit it with their proposal.

1. Page 19, Form 4, COST PROPOSAL FORM is replaced in its entirety with the attached Form 4.

**The following page(s) contain responses to questions submitted by prospective Proposers. Do not submit the attached “Q&A” document in your proposal**.

**QUESTIONS & ANSWERS**

The following questions have been submitted by prospective proposers. VTA has provided responses to the following questions to assist proposers in the preparation of their proposal. Some questions may have resulted in material changes to the instructions or technical aspects of the RFP. If so, those changes will be documented herein.

1. How many sites are required for remediation?

Approximately three (3) per month.

1. How large of encampments do you expect under this contract?

Typically, no more than 5 people per encampment.

1. Who is the Contractor that handled these services in the past?

We have used Tucker Construction

1. RFP documents indicate disposal at the Newby Landfill, can Contractor choose where to dump?

Dump locations as well as storage locations, can be at the Contractors discretion.

1. Are there any certifications required in order to submit a proposal?

There are certain OSHA certifications required. Please see RFP documents, Section II, Subsections 5 and 6.

1. Would any of the services be in a confined space?

Typically, the encampments are in open areas (i.e. under overpasses or in bus shelters).

1. Form 4 references a 30-yard dumpster, can Contractor use other sizes?

VTA is open to whatever size is required for a particular site.

1. Form 4 doesn’t list other equipment that may be required. What happens when a site requires equipment that wasn’t listed?

The contract that arises from this RFP will be a Task Order contract. Meaning that when a site requires additional equipment/services, this will be quoted and priced accordingly for that particular site/task.

1. Is a Bond required?

No.

1. Does VTA expect the remediation work to have a warranty for any amount of time?

No, due to the nature of this work.

1. Do the labor rates automatically increase with changes in the applicable prevailing wage rates or will the Contractor have to submit a request to adopt the new prevailing wage rate?

Contractor will need to abide by the current prevailing wage amounts. Any charge above that will require a request to increase.

1. If there is a conflict between the amount of an increase in the prevailing wage rate and the price increase cap referenced on page 35 of the RFP documents (CPI), which amount will govern?

The prevailing wage amount.

1. What provision will there be for increases in the non-labor costs?

Please see revised Form 4. Being that the contract with be a Task Order contract for specific work as needed, any non-labor costs for each site will be reimbursed at cost, with proper documentation.

1. With regards to the hazardous waste, should the assumption for bidding purposes be Cal Haz waste and if it proves to be RCRA waste, Contractor will get a price modification?

Correct. Contractor may need a price modification if a site warrants the need to control hazardous waste from the "cradle-to-grave", for identified RCRA waste.

1. Is a bondability letter required?

No.

1. Page 10, item IV.B.3 Work Plan/Project Understanding says the work plan should include a timetable for completing all work in the scope of work. Since this is an as-needed contract with as-yet unspecified task orders, we have no information on which to base a timetable. Do you have a sample task order or parameters that you would like us to prepare for?

This would be how long Contractor would take to process any given site request.

1. Page 10, item IV.B.4 Project Staffing asks for an estimated person, hours of participation for each project team member. Without something to quantify, we have no basis for estimating hours. Please clarify.

VTA would like to obtain an estimate of staffing needs, at what level, and approximate hours for any given site need.

1. Page 8, item II.A.5 Required Minimum Qualifications states Contractor must be OSHA-certified to operate any heavy equipment required to complete the encampment clean-up work, including trash compactors, bulldozers, graders or other ground moving equipment. What OSHA certifications or other type of certifications are required here?

OSHA's standards for general industry and the construction industry on hazardous waste operations and emergency response (**29 CFR 1910.120 or 29 CFR 1926.65**) cover all employees involved in:

* Clean-up operations of hazardous substances at uncontrolled hazardous waste sites required by Federal, state, local or other governments;
* Corrective actions involving clean-up procedures at sites covered by the Resource Conservation and Recovery Act (RCRA);
* Voluntary clean-up operations at sites recognized as uncontrolled hazardous waste sites by Federal, state, local or other governments;
* Operations involving hazardous waste that are conducted at treatment, storage and disposal facilities licensed under RCRA;

**FORM 4. COST PROPOSAL FORM**

**Time and Materials:**

|  |  |
| --- | --- |
| **Personnel/Classification\*** | **Hourly Rate** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

\*Contract requires Prevailing Wages as shown in Exhibit A6.

**All other charges, including but not limited to dumping fees, supplies, safety gear, equipment, disposal and portable restrooms shall be reimbursed at cost with receipts provided.**

|  |  |
| --- | --- |
|  | |
| Firm Name: | |
|  | |
| Name | Title |
|  | |
| Signature | Date |