

Form for Questions



ADMINISTRATIVE OFFICE
OF THE COURTS
OFFICE OF COURT CONSTRUCTION
AND MANAGEMENT

ENVIRONMENTAL SERVICES CONSULTING

Organization Name	Solicitation Reference	Question	Answer
Calscience Environmental Laboratories, Inc.		Will a plan holders list be available at any point during the evaluation process and, if so, will it be made available for public view?	A list of the organizations that have declared their intention to participate has been published to the website.
Environmental Engineering and Contracting, Inc.		It appears that the maximum number of pages allowed is 15, however 5 additional pages may be used of other materials. Is that 5 page amount for all additional materials or 5 pages per additional appendix we may include?	20 Pages Total
URS Corporation Americas	Overall	Once contractors are selected, describe how projects are awarded. For example, will individual assignments or tasks be competitively bid between approved consultants or awarded through sole source task order negotiations?	<i>At present an individual assignment or tasks are competitively bid between approved service providers. In exceptional case AOC may determined the service provider best suited for the task.</i>
	Section 2 – Purpose of this RFQ/RFP, Page 1 of 28	Please describe in more detail the scope of services related to a “safety compliance survey” and provide an example scenario.	A “safety compliance survey” could include but not be limited to 1) a general review of a building for indications of the development mold, or any byproduct of mold which originate in buildings of structures owned or occupied by the Courts, 2) adherence to indoor air quality standards; and the control of dust, fumes, or chemicals that may effect indoor air quality, or 3) The Courts use of use of pesticides, herbicides, chemicals, lubricants, coolants, or fuels. :
	Section 3.7, Page 2 of 28	Please define “Service Provider” as it relates to this section. Can a Sub-Service Provider designate a responsible member of their organization to fulfill this requirement, if deemed appropriate by the Service Provider?	The AOC expects to contract with a single organization. It is the responsibility of that Service Provider to conform to the contract provisions. The Service Provider may utilize approved subcontractors but it is the Service Provider that is responsible for the Work.
	Section 6.1, page 5 of 28	Text says “part 9.5.” Should this be “part 8.5”?	Yes
	Attachment A, #1, Page 10 of	Is the term “Project Designer or Monitor” equivalent to the term “Project Manager”? If not, please indicate what	Yes.

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	28	qualifications are sought for the Project Designer or Monitor.	
	Attachment A #5, Page 10 of 28	Please clarify for what work types this information is being sought. For instance, does this only refer to ACM/LBP/Mold surveys, abatement designs including specifications, and post-abatement clearance?	In the example of work you provide, the AOC is looking for the method used to ensure accuracy and coordination at various stage of a contract.
	Attachment A #5, Page 10 of 28	Is the "...(up to 5 pages)..." of past work included within the 15 page limit for Attachment A or in addition to the 15 page limit of Attachment A?	In addition. 20 Pages total
	Attachment C, Page 17 of 28	The final section of Attachment C asks for "The following data pertaining to the 5 projects you described in your written submittal (see Attachment A, parts 2 and 3)." Should this be changed to 8 projects (5 environmental projects and 3 CEQA projects)?	Yes - 8 total.
	Attachment D, Pages 23-26 of 28	Is it acceptable to submit MS Excel spreadsheets that match Attachment D in lieu of MS Word version of the completed Attachment D?	For consistency and easy reference we must request you to follow the instructions.
	Attachment D, Part 3, Section 3.1, Page 24 of 28	Property Condition Assessments (PCAs) are mentioned here, but were not listed elsewhere in the RFQ/RFP. Please clarify whether these services could be required.	The intent of this RFQ/RFP is to identify the service providers who can deliver various services at various locations within the State of California.
	Attachment D, Parts 2 and 3	The Requested Services section (Part 2) does not list the same services as the Contractor's Proposal section (Part 3). For example, not only does Part 3 have more detail, it suggests sample costs are expected even for items marked "not applicable" in Part 2 (see #5, Transaction Support) For which services do you require the costs (e.g., only those itemized in Part 2)?	The Part 2 specifies the services requested, where as the Part 3 lists of all likely choice of tasks that contractor may select to offer competitive, comprehensive and complete response. You are to provide information only for the requested services.
	Attachment D - General	How are other direct costs (e.g., travel, supplies, materials) to be accounted for on the form?	Cost data is requested on rate, hours and amount bases against each sub task e.g. items listed in Part 3.
	Attachment D, Parts 2 and 3, Section 6	Please provide a project description for the requested CEQA work. Part 1 does not specify whether this is a title transfer or new construction, for example. Should we assume this ABC Courthouse is new construction?	Assume new construction, non exempt status project. CEQA-related projects will primarily be new courthouse construction projects that include acquisition of parcels, construction of a new courthouse, and operation of the courthouse. Some projects may involve acquisition of an existing building, renovation of the existing building, and operation of the remodeled building.
	Cover sheet for	The RFQ/RFP notes that the Submittal of Qualifications	Yes.

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	the RFQ	should be "sent" to your office on Golden Gate Avenue. Can this also be hand delivered?	
TechLaw, Inc.		Is there a similar current contract? If so, what contractors hold these contracts?	There are 4 contracts currently held by ERM, TetraTech , EarthTech, and Levine Fricke
	Page 8 of 28	Under which scoring criteria will DVBE participation be scored?	Not scored.
	Page 10 of 28, Attachment A – Submittal Content	This section states that the proposal shall be 15 pages total. Is this referring to 15 single-sided pages or 15 double-sided pages?	Total 15 single sided only.
	Page 10 of 28, Attachment A – Submittal Content	If a contractor is not proposing to provide all services, can they still use 15 pages for their proposal? For example, if the contractor is not proposing to offer CEQA services and are therefore not providing three CEQA projects, are they still allotted 15 pages to present the remaining information?	Our limit of total fifteen pages is set for all service provider's proposals.
	Page 10-11 of 28	Do the references requested in No. 6 need to correspond to the projects described in Nos. 2, 3 and 4.	Not a requirement. But it would help in validation of your statement.
	Page 17 of 20, Attachment C	Attachment C requests data pertaining to the 5 projects described in the written proposal. The proposal requirements on Page 10 of 28, however, ask for a description of at least 5 environmental projects, 3 CEQA projects, and up to 3 projects showing work for Federal or State entities. Please clarify which projects should be referred to in Attachment C.	Attachment C data pertaining to the 5 projects (should read 8 projects) requires part 2 and 3 items only.
		<p>In addition to the questions we already sent we have one additional question. On page 5 of 28 it states the following:</p> <p>4.18 Contractor will oversee abatement and remedial activities at court owned or operated facility, and assist in selection of contractors and subcontractors in conducting environmental investigation work related to indoor air sampling and monitoring, soil, water and groundwater sampling and analysis. Based on their assessment and site survey results the Contractor shall provide a written report with recommendations for the need of further investigation or action.</p> <p>This statement appears to imply that the selected contractor will be required to oversee abatement and</p>	Selected service provider may oversee the abatement work at State owned court facility or assist the AOC in remedial contractor selection process or may undertake post abatement monitoring to further evaluate the environmental condition at site. Environmental service provider will not undertake abatement work them self.

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		remedial activities. Does the RFP require that the contractor oversee these activities as well as carry them out? Also, does the RFP imply that there may be different contractors required other than those included on the proposal subcontractor teams? Please further explain this statement.	
Tetra Tech	1	Section 6.1 refers to “part 9.5” of the RFQ/RFP, but there is no Section 9.5. Is it correct to assume that this reference is pointing to Attachment A? If not, please indicate to what section it is referring.	Should refer to 8.5
	2	Section 8.5 states the applicant should “Submit 4 written copies of the completed Attachment D.” After review of Attachment D, it is not clear what is being requested from the applicant. Please provide further direction on what is being requested, and which parts of Attachment D, if any, the applicant is requested to complete and return.	Attachment D Part 3 with your cost buildup (hours, rate and amount portion of pages).
	3	The breadth of scope in the synopsis includes site investigation, abatement oversight, and monitoring. However, Section 2 of Attachment A seems to indicate that the AOC is only requesting experience relating to abatement projects. Please clarify.	The AOC is requesting for five environmental projects that addresses most of the experiences that are listed in this RFQ/P. For each project identify all details similar to one that are listed in our section 2.
	4	Section 5 of Attachment A indicates the applicant should attach one example of past work. Is the AOC looking for an example of detailed internal policies or procedures that shape our technical and design approach, or an example of our technical and design approach exhibited through a past project?	The AOC wants to see the method that you use to ensure accuracy and coordination during the lengthy environmental project execution.
ENVIRONMENTAL SERVICES CONSULTING	Attachment A, Paragraph 1	Under <u>Summary of Firm and Key Staff Members</u> . The first sentence includes a list of specific job titles. Are these intended as examples, or must the proposal include a named individual for each of these listed job titles?	The AOC wishes to know the capability, credentials, and resources that you are willing to commit. No names, but of number of staff available with capability and qualifications.
	RFQ pg. 6, Section 7 and Attachment D	For Attachment D, Typical Work Proposal Request Form, shall the proposal included cost information for each of the scope items listed in the Attachment as it appears in the RFQ, or is there a specific limited scope of work that should be priced, and if so, what items should that scope include?	Based on part 2 requirement listed in attachment D the AOC would like to see your proposed scope of work including the cost data of proposed activities that are listed in Part 3 of attachment D.
	RFQ pg. 1,	Of the planned 500 Court buildings to be shifted	Over 110 buildings have been transferred to

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	Section 1.0	to the State, approximately how many buildings remain that will require services?	date. We have no data regarding how many of the remaining will need what services.
	Standard Agreement, Exhibit A Standard Provisions, paragraph 1. Indemnification, pg. A-1	<p>Standard Provisions appear to use the terms “Service Provider” and “Contractor” interchangeably. Also, there appears to be some confusion as to the use of the term “Service Provider” in the first sentence, wherein the “Service Provider” agrees to indemnify the “Service Provider”. May we make the following changes to this first paragraph?:</p> <p>1. <u>Indemnification</u></p> <p>The <u>Contractor</u> agrees, to the fullest extent permitted by law, to indemnify, defend, and hold harmless (collectively, “Indemnify”) the State, the Judicial Council of California, the Administrative Office of the Courts, the State’s trial courts, appellate courts, judges, subordinate judicial officers, court executive officers, court administrators, and all of their officers, agents, representatives, volunteers and employees (the “Indemnified Party”) from any and all claims, lawsuits, losses, costs, liabilities, damages arising from, related to or in connection with, in whole or in part, any of the following: (a) the <u>Contractor’s</u> or any of its employees’ or sub <u>Contractors’</u> negligence, omissions, or intentional misconduct; (b) the <u>Contractor’s</u> breach of its obligations under this Agreement; (c) the <u>Contractor’s</u> or any of its employees’ or sub <u>Contractors’</u> breach of any applicable law, rule, or regulation; and/or (d) any claim or lawsuit by or on behalf of the <u>Contractor</u>, sub <u>Contractor</u>, supplier, worker, or any other person, firm, or corporation furnishing or supplying work, Services, materials, or supplies in connection with the performance of this Agreement who may be injured or damaged by the <u>Contractor</u>, its sub <u>Contractors</u> or employees, when such claim arises from, is related to, or in connection with, the <u>Contractor’s</u> performance of this Agreement. <u>An Indemnified Party shall provide Contractor prompt written notice of the assertion of any claim or lawsuit for which indemnification is sought. The indemnity provided for by this article shall extend to all reasonable and costs incurred by an Indemnified Party if Contractor wrongfully refuses to indemnify the Indemnified Party for such portion of any loss, cost, liability, or damage that arises solely from the negligence or intentional misconduct of the Indemnified Party.</u></p>	Service Provider and Contractor are the same. The “Service Providers” in line 5 should read “contractors”. The agreement will be changed to so indicate. The AOC will perform the drafting of the agreements. In general, the State very rarely agrees to modifications of its Indemnification Provisions, and as we have many vendors interested in this work, changes to the Indemnification Provisions are not likely to be granted.
	Standard Agreement, Exhibit A Standard Provisions, Throughout	Can the term “Service Provider” be stricken from the document throughout and replaced with the term “ <u>Contractor</u> ” ? Some inconsistency in the use of these terms is apparent.	See above.
	RFQ pg. 1, Section 2, second paragraph	Refer to “site clean up Phase III”. Will services include performing remediation or just remediation oversight?	Remedial Oversight only.
	RFQ, general scope references	Will services include actual asbestos, lead and/or mold abatement, or only abatement oversight?	Remedial Oversight only.
	RFQ pg. 1, Section 2,	Will services include preparation of Hazardous Waste Management Programs and/or UST/AST Management	As need bases, based on geographical location and number of location within the proximity.

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	second paragraph	Programs? Will such programs be provided on single facility basis, county-wide, or state-wide basis?	
	RFQ pg. 8, Section 11.0	Other than the DVBE goal listed in the RFQ, should specific WBE/DBE/MBE subcontracting goals or plans be stated in the proposal? If so, does the AOC have numeric goals established and what are they?	No. We require that the selected vendor participate in our DVBE program or show that it has made a good faith effort to do so and was unable to.
	RFQ pg. 3, Sections 3.10 and 3.11	Can California Professional Geologist be added to the list of allowable certifications?	Yes, if they are State certified.
	RFQ pg. 4, Section 4.5	Does the phrase "assist in selection of contractors" refer to the AOC's scope of work, or the contractor's scope of work?	Contractor's scope of work if the AOC wishes to allocate such task for environmental contractor evaluation.
	RFQ pg. 5, paragraph no. 7	Will subcontractor partnering agreements be required in the proposal, and if so, in what form should such agreements be submitted?	The AOC expects to contract with an individual entity and does not need to see your partnering agreements.
	RFQ pg. 1, Section 1.0, fourth paragraph	Will CEQA services be needed for the new building projects listed on the RFP website that are under \$50 million, above \$50 million, or for both? What listed sites will require CEQA services?	The AOC will need services for all sites, unless a site qualifies for a simple CEQA categorical Notice of Exemption.
ERM	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04 Page 1 of 28, last sentence	The last sentence states "... compliance documentation for CEQA for Court real property transfers, transactions, and/or construction within the State of California." Please confirm that the CEQA analysis will be required in support of a property transfer (i.e., the property transfer would be the project to be analyzed under CEQA), not that the consultant would actually perform the real estate transfer.	See paragraph above earlier similar comment. The AOC typically files a categorical Notice of Exemption for court facility transfers, and AOC staff typically prepare the notices. However, if the AOC is making substantial physical changes in a building along with the property transfer, then the AOC will require further CEQA analysis and potential use of consulting services.
	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04 Page 10 of 28, Part #1	This asks for the qualifications, project experience, certifications, credentials, and professional training of our key personnel. Are we allowed to include resumes for each person in an appendix that would <u>not</u> count in the 15 pages? Would resumes be considered "additional materials" that you want limited to 5 pages?	Total number of single sided pages are 15, plus 5 for additional information making final total 20 single sided pages. The AOC is not looking for the resumes but need to evaluate your committed resource. See earlier response on similar subject.
	Environmental Services RFQ/RFP Number:	We are asked to attach one example of past work, limited to 5 pages. Please confirm that this example report does not count in the 15-page limit nor as the 5 pages of "additional materials".	20 pages total

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	OCCM-FY-2007-04 Page 10 of 28, Part #5		
	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04 Page 17 of 28, Attachment C	The last portion of Attachment C asks for data pertaining to the 5 projects included in our submittal (Attachment A, parts 2 and 3). Parts 2 and 3 will contain at least 8 projects, but some will be from key subconsultants. Are we only to include our own firm's projects? All 8 projects, regardless of firm?	The AOC is going to evaluate the service provider and their capability to deliver services at various locations within the State and including all disciplines that are listed in this solicitation.
	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04 Page 7 of 28, Section 8.5	We are requested to submit one written and signed Vendor Data Form. Should that be with our Qualifications package or when we register our intent to submit?	Submitted with your Proposal.
SHN Consulting Engineers & Geologists, Inc.	Environmental Services RFQ/RFP Number: OCCM-FY2007-04	Were the previous 4 incumbent contracts awarded for the entire state, by Region, or another form?	For the entire State.
	Environmental Services RFQ/RFP Number: OCCM-FY2007-04	Are the courthouses divided by Regions or Counties?	AOC serves all California Courthouses Regionally and statewide. However, the Environmental services are to cover the statewide.
	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04	Is this considered a prevailing wage contract?	Environmental service provider will not be engaging in construction related activities hence this question does not apply.
	Environmental Services RFQ/RFP Number: OCCM-FY-2007-04	If courthouses are divided by Regions, where are regional boundaries defined?	Not applicable for this RFQ/P

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CTL Environmental Services	OCCM-FY2007-04	Who is the incumbent?	See above
	OCCM-FY2007-04	What is the value of the contract?	No stated value
	OCCM-FY2007-04	As the contract location is statewide, are you looking for firms located in southern California, as well as in northern California?	Would like to see the availability of service provider at all locations at reasonable cost.
R&M Environmental and Infrastructure Engineering, Inc.	OCCM-FY2007-04	Do you intend to select only one Service provider or will you be awarding contracts to more than one firm? If awards are to be made to more than one contractor, would the contractor's location be a consideration in contract award?	More then one service provider will be selected. AOC prefers to select service provider with a multi office location but it is not a requirement, however, the statewide coverage and the service cost would be a consideration.
	OCCM-FY2007-04	Is there an incumbent contractor for this work; if there is an incumbent, could you identify which firm it is?	See above
	OCCM-FY2007-04	Can you provide us with the inventory of the existing 500 plus Court buildings and the 10 plus new building projects; Specifically how these locations are distributed throughout the State and the variation in terms of age, size, construction type, maintenance records, key environmental issues, etc. ?	Your requested information is not within the scope of this RFQ/P. However, all criminal courthouses within California will be a part of the State. New courthouse projects locations are on AOC web site.
	OCCM-FY2007-04	Section 11.0 of the RFP cites the State's requirement for 3% DVBE participation; Do you have any requirements for participation of small businesses (SBE), woman-owned businesses (WBE), etc.?	No.
Targhee		Please confirm that Attachment D *is not required* as part of the submittal package. Attachment D is not listed on Attachment A entitled "Submittal Content". Attachment D was included with the bid documents.	Please read section 8.5, fifth line down. Attachment D is required.