

RESPONSE TO SUBMITTED QUESTIONS

Q #	Consultant Questions	Consultant RFP Reference (Document & Page-Section-Item)	Answers
1	Will financial paperwork from 2021 suffice or do you want back to 2020?	Page 11 11.0 f. iv.	Provide the year 2021 financial records.
2	Can you confirm that recent certificate of status will work for this requirement?	Page 11 11.0 f. iii.	Yes.
3	Do you want us to include a copy of our MCP with this bid and if so, should we include it at the end after the Attachment L?	Master Agreement A-6 2.2 J.	Please sign the Attachment L. Please provide the MCP separately.
4	Will the movers and installers get paid for going to get fingerprinted?		The JCC will not pay for fingerprinting.
5	Travel time from movers' warehouse to origin and back to movers warehouse will be billable?		Only billable when moving furniture or storing from one location to another. Not for office moves. Based on hourly rates and mileage provide your per mile rate. Which is to be reviewed with the JCC mileage policy. Please see Addendum 04 Attachment B Cost Proposal.

RFP No.: RFP-FS-2022-07-JP

RFP Title: San Francisco Moving and Installation Services

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6	How far we need to travel and can we bill for truck and crew for all the travel time?		Please see Addendum 04 Attachment B Cost Proposal.
7	It appears the Pre-Proposal Conference timing is AFTER the questions are due when often the Pre-Proposal conference generates additional questions. Would the Judicial Council of CA consider switching the dates of the questions due and the Pre-Proposal conference or make other accommodations?		We have changed the schedule and issued Addendum 03.
8	Per the conference, there are items you want pricing for that are not on the form. Can you please either provide a list of exactly what you want rates for want rates for OR update Attachment B-Cost Proposal to reflect the rates you want?	RFP-FS-2022-07-JP-Attachment-B-Cost-Proposal	Please see Addendum 04 Attachment B Cost Proposal.
9	Can you clarify how are we going to get paid for the driving time?		Please see Addendum 04 Attachment B Cost Proposal.

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10	<p>In the RFP it states to include “All required documentation under Section 2.0 Names, addresses, and telephone numbers of a minimum of three (3) clients for whom the Proposer has conducted similar services within the past five (5) years. The JBE may check references listed by the Proposer.”</p> <p>Regarding “required documentation” do you mean licenses, professional certifications etc. required to do the work outlined in 2.0? If so, you’ve also requested those in 11.1 f. iv. Is it ok to provide our licenses etc. once in response to 11.1. f. iv. and just provide references under 11.1.d?</p>	<p>New Question: Page 10 & 11 11.1 d.</p>	<p>We are requesting a synopsis of the proposer’s background, history, professional references, key staff members in addition to Proposer’s (and any subcontractors’) current business licenses, professional certifications, or other credentials. And one set of (Names, addresses, and telephone numbers of a minimum of three (3) clients for whom the Proposer has conducted similar services within the past five (5) years).</p>
11	<p>Item 5. States, “Do not change or edit this form.” If that is the case, how do we 1) put our pricing into it. 2) add line items?</p>	<p>Attachment B – Cost Proposal</p>	<p>Please see Addendum 04 Attachment B Cost Proposal. When we ask that the form not be edited, we are referring to the cells, formatting, verbiage, etc. of the Attachment B Cost Proposal template. Proposers should be filling in the blank spaces where rates/quantities are to be entered and signature/date locations.</p>

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12	There is a column labeled, “Monthly Per Cubic Foot Rate for Storage Monthly” Should this be a row item with a dollar amount to be placed in the appropriate column?	Attachment B – Cost Proposal	Please see Addendum 04 Attachment B Cost Proposal.
13	The RFP states “iv. Judicial Councils current storage needs are Five (5) containers. Each container is Seven (7)ft. (length) x Five (5)ft. (w) x Seven (7)ft. (height).” Is the contractor to provide pricing for five storage containers to be placed on-site or is the contractor to provide pricing for off-site storage based on these space estimate needs?	Page 12 of the RFP – Section 11.2	If you provide onsite storage, you would provide the cost to us. If you do not have on site storage available and had to utilize a third-party storage facility you would have to calculate that cost and provide to us in your proposal. Judicial Council does not currently have storage facilities.
14	The RFP states “ii. For internal moves within a JBE, there will be no charges for “time and travel.” The JBE will only be charged an hourly rate per mover.” Since a “Truck including Equipment” for each move will be needed, is the awarded contractor able to charge the hourly rate for “Truck including Equipment” for each job?	Page 12 of the RFP – Section 11.2	For our basic moves, you will need a truck to transport your moving equipment including dollies, blankets, etc.

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15	<p>The RFP states “iii. Please provide travel cost for external moves between San Francisco and Sacramento and include your service location radius.”</p> <p>1. Can you provide addresses for the locations in Sacramento? 2. If we cannot change or edit the price form, how are we to provide pricing?</p>	Page 12 of the RFP – Section 11.2	<p>Please review Addendum 4 of the RFP section 2.1 for service addresses and locations.</p> <p>Please review Addendum 4 (Attachment B Cost Proposal) for pricing. When we ask that the form not be edited, we are referring to the cells, formatting, verbiage, etc. of the Attachment B Cost Proposal template. Proposers should be filling in the blank spaces where rates/quantities are to be entered and signature/date locations.</p>
16	<p>The RFP states “i. The hourly rate for one mover per day. Indicate if different rates apply based on job function. Also, indicate if different rates apply to work performed in the evening/after-hours, weekend, and/or holidays.” Item 5. On the Cost Proposal States, “Do not change or edit this form.” If that is the case, how do we list these rate differences? Page 12 of the RFP – Section 11.2</p>	Page 12 of the RFP – Section 11.2	<p>Please review Addendum 4 (Attachment B Cost Proposal) for pricing. When we ask that the form not be edited, we are referring to the cells, formatting, verbiage, etc. of the Attachment B Cost Proposal template. Proposers should be filling in the blank spaces where rates/quantities are to be entered and signature/date locations.</p>