

Appendix A – Questions and Answers Form

Q #	Questions	RFP Reference (Document & Page- Section-Item)	Answers	RFP Revision
1	<p>The RFP states: “The Judicial Council will pay the Contractor the amount the Contractor expends in connection with Cost-Plus TO work on materials or subcontracts with non-related entities, plus a maximum 7% markup.” This implies that a bid containing a markup factor greater than 7% would be rejected as non-responsive. Please confirm whether this interpretation is accurate.</p>	<p>RFP-FS-SP-2019-03-JP, Section 7.B.1</p>	<p>Acceptance of contract terms is addressed in the RFP under see 6, Form of Agreement, subsection (A.1) Also see section 6, Contract, Exhibit F, Payment, section 2.2.3.2</p>	<p>No change.</p>

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<p>2</p>	<p>The RFP states: “The historic volume of Cost-Plus TO work has been significant. For information purposes only, to allow SPFs to develop their staffing plan to service facilities within a region, Judicial Council is providing, for information only and not as an estimate of future anticipated Cost-Plus TO work, the three-year average Cost-Plus TO work information by facility in Attachment 2, Building List by Region, Average Annual Spend for Cost-Plus TO work”. Attachment 2 contains no such historical cost data; will this be provided? Will this data account for historical work that was included in the fixed price of the predecessor contract (i.e., under the \$2,000 deductible), but would be delivered Cost-Plus under the new contract?</p>	<p>RFP-FS-SP-2019-03-JP, Section 7.B.2</p>	<p>Historical data will be provided with an upcoming RFP addendum including updated pricing sheet and associated assets information.</p>	<p>7.B.2 modified. Attachment 3 Regional Price Workbook / Sheets revised.</p>
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3	<p>The RFP states: “Provide the background and experience of the senior SPF staff person who will supervise the SPF contract manager. This should be a SPF employee who is not listed on the organization staffing chart of the SPF.”</p> <p>We interpret this to mean that this “senior SPF staff person” must be <u>in addition to</u> the “mandatory management and support staff” for each region. This position would still be identified on the organization chart in the proposal in order to demonstrate its relationship to the regional contract team. Please clarify whether this interpretation is correct.</p>	RFP Section 10.B.2- Experience and Background of SPF Key Staff	This is a correct interpretation.	
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<p>4</p>	<p>Is the SPF required to provide a Work Order Management System as part of the contract? If so, please detail the Council’s business, functional, and technical requirements for such a system.</p> <p>For example:</p> <ul style="list-style-type: none"> • How many user licenses should be provisioned for JCC staff? • Will the SPF be expected to integrate its work order management system with any JCC systems (such as the “Judicial Council-provided CAFM system” referenced throughout the Contract Sample)? • What asset or other data will JCC provide for SPFs to import? • What constitutes “all related information” to which JCC will require real-time access? • What cybersecurity requirements are applicable? <p>Further, please clarify whether the system costs should be included in</p>	<p>RFP Section 10.C.12: Work Order Management System / Data Management</p>	<p>JCC will provide access to CAFM, a Tririga based solution. If the SPF’s business model calls for use of their own Work Order Management System, all costs should be included as part of Cost Element 1.</p> <p>SPF should anticipate ten user licenses for JCC staff. The PSF solution will be required to integrate and report work orders into CAFM.</p> <p>JCC will provide a current dataset of CAFM asset data for the SPF to import.</p> <p>All related information means assets information, work order issuance date, work order status, work order closure, including technician information and associated checklist(s) of work performed by asset.</p>	<p>10.C.12 modified.</p>
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	Cost Element 1 FFP or Cost Element 2 Cost Plus. If the latter, clarify any pricing details that should be provided, such as license fee; deployment (including transfer of equipment lists and equipment histories to new system, adding buildings and users); training for JCC staff; ongoing maintenance and support, etc.			
5	Is it the JCC’s expectation that SPFs will provide recommendations regarding the qualifications of “mandatory” management and support positions here? Or is a simple acknowledgement of the required qualifications detailed in the Sample Contract sufficient?	RFP Section 10.D.4. Regional Contract Mandatory Staff Information	A simple acknowledgement of the required qualifications detailed in the Sample Contract is sufficient.	
6	The definition for “Firm Fixed Price” given here includes “(iv) all Work performed pursuant to a TO” yet the definition for “Task Order” or “TO” is “a measurable event that is compensated as a cost-plus activity”. Is a “TO” a firm fixed price item or a Cost-Plus item?	Attachment 6 Contract Sample, Exhibit A Definitions “Firm Fixed Price”	“(iv) all Work performed pursuant to a PM.” RFP will be amended.	

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<p>7</p>	<p>The sample contract references a “Labor Cost Factor” of 30%. The pricing workbook dictates one hourly rate for all labor categories for cost-plus work so what is the purpose of the “labor cost factor”, when is it used, and what is the cost basis calculation for applying it?</p>	<p>Attachment 6 Contract Sample, Exhibit A Definitions “Labor Cost Factor”</p>	<p>The Labor Cost Factor is a component of the calculation for the Total Evaluated Price, identified in Attachment 7 – Price Proposal Evaluation.</p>	
<p>8</p>	<p>The contract sample Scope of Work states: “Janitorial services resulting from and/or as a by-product of services provided to the Judicial Council.” Please clarify types of janitorial services expected to be provided by the SPF vs. the janitorial service provider(s), and provide examples.</p>	<p>Attachment 6 Contract Sample, Exhibit B Scope of Work Section 1.2.9</p>	<p>SPF is responsible for removal of materials and garbage they introduced or created while executing work. This includes and is not limited to spills, dust, or other related items that require the technician to restore the space to the condition it was before performing work.</p>	

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<p>9</p>	<p>Related to the question about “mandatory” staff, the sample contract states:</p> <p>“No later than the 10th Business Day after each anniversary of the Effective Date, the Contractor will provide an annual report indicating each exempt position required by this Agreement, the actual days and hours worked, and any adjustment to be credited to the Judicial Council for that exempt position. The amount of the adjustment will be equal to the product of the most current salary paid for the affected exempt position multiplied by a percentage representing the portion of the minimum requirement that was unfilled.”</p> <p>Which exempt positions are required by this agreement? Is it the JCC’s intent that all “mandatory” management and support staff shall be 100% allocated to the contract for each Region?</p>	<p>Attachment 6 Contract Sample, Exhibit C: Preventative Maintenance Firm Fixed Price Work</p> <p>Section 1.1.3.2 Reporting of Work Hours</p>	<p>The SPF’s management approach to the delivery of services will identify their proposed PM and ES&H Staff, including key individuals/personnel positions that are essential to the delivery solution. All of these positions will be deemed as mandatory positions for duration of the contract. Contractor will remain responsible for completing the scope of work. SPF’s management approach is a part of the RFP evaluation criteria and will be scored.</p>	
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<p>10</p>	<p>The sample contract states: “At minimum ten percent (10%) of all PMs will be checked by the Contractor’s management or quality staff on a monthly basis”. Please clarify the JCC’s expectation for what constitutes a “check”, e.g., is the requirement for field verification in all cases, or would documentation review meet the requirement?</p>	<p>Attachment 6 Contract Sample, Exhibit C Preventative Maintenance Firm Fixed Price Work Section 4.6.5.3.1</p>	<p>Field verification is required.</p>	
<p>11</p>	<p>The contract sample states: “The Contractor must provide all network connectivity required to perform these tasks. It should be assumed that the Court networks will not be available for this purpose.”</p> <p>Are SPFs to include the costs of adding network connectivity at each site? If so, where should this be included in the pricing workbook(s)?</p>	<p>Attachment 6 Contract Sample, Exhibit C Preventative Maintenance-Firm Fixed Price Work Section 8.2.2 Computer Hardware</p>	<p>SPF is required to provide their own network/internet solution. The SPF should include this as part of the Cost Element 1. No specific location is designated to detail the cost to perform this work; SPF’s might include this cost in their monthly management fee by facility.</p>	

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<p>12</p>	<p>The sample contract states: “The Judicial Council shall not reimburse Travel Expenses incurred in routine daily travel (i.e. travel that does not involve an overnight stay or air travel).” How will SPFs recover travel expenses associated with Cost-Plus work performed by SPF staff? Is it the JCC’s intent that these expenses be included in the “Hr 1 – Hourly Rate”, or should an allowance for these expenses be built into the firm fixed price?</p>	<p>Attachment 6 Contract Sample, Exhibit F Payment</p> <p>Section 2.3.3 Travel Expense Reimbursement</p>	<p>Travel related expenses for cost-plus-work should be included within the “Hr 1 – Hourly Rate”</p>	
<p>13</p>	<p>The sample contract states: “Phase-In Costs in the amount of \$(TBD) shall be invoiced annually over the first three years of the term of the Agreement, provided the Agreement remains in effect. The amount shall be invoiced in five equal installments of \$(TBD divided by 5).” Will there be five invoices and five payments or three invoices and three payments?</p>	<p>Attachment 6 Contract Sample, Exhibit F Payment</p> <p>Section 2.4.1 Phase-In Costs</p>	<p>RFP will be amended to reflect a single payment for phase-in cost after the 3rd month of performing services.</p>	

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<p>14</p>	<p>For the “mandatory” management and support positions defined here, is it the JCC’s expectation that the SPF will provide a minimum number of FTEs for each position and each Region? If so, please clarify this expected number of minimum FTEs by position.</p> <p>Alternatively, is it JCC’s expectation that the SPF shall use its discretion to propose how many FTEs of each “mandatory” management and support position, if any, are required to perform the work?</p>	<p>Attachment 6 Contract Sample, Exhibit M</p>	<p>The SPF’s management approach to the delivery of services will identify their proposed PM and ES&H Staff, including key individuals/personnel positions that are essential to the delivery solution. All of these positions will be deemed as mandatory positions for duration of the contract. Contractor will remain responsible for completing the scope of work. SPF’s management approach is a part of the RFP evaluation criteria and will be scored.</p>	
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<p>15</p>	<p>There are several inconsistencies between the facility IDs listed in Attachment 2 and those listed in the Regional Pricing Workbooks. For example, Attachment 2 lists BANCRO facility 43-N1, which is omitted from the pricing workbook. We further count 13 NCRO facilities and 16 SRO facilities that are listed in Attachment 2 but not included in the Pricing workbook. Please clarify whether this is intentional (i.e., that these facilities should not be included in the FFP scope of work) or revise the Regional Pricing Workbooks accordingly.</p> <p>We also note that the BANCRO Pricing Workbook includes a tab for facility 41-A2, which has been demolished.</p>	<p>Attachment 2- Regional Building List</p> <p>Regional Pricing Workbooks (all)</p>	<p>A revised Attachment 2 and pricing workbook by Region will be issued by Amendment.</p>	<p>A revised Attachment 2 has been issued.</p>
<p>16</p>	<p>The price proposal template includes a line item for “C2 - Fee” What is this line item? Is it the overhead and profit for each building?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks</p> <p>Summary Sheets</p> <p>Column C-2</p>	<p>C2-fee, can be used by SPF for any cost associated with FFP work not included above.</p>	

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17	<p>The price proposal template has a line item for “Hr 1 - Hourly Rate (All Labor Categories)”. Does this mean that the SPF will be using a single hourly rate for all Cost-Plus work performed by SPF labor, regardless of trade or job requirement? How will overtime be accounted for?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks Summary Sheets Column Hr 1</p>	<p>A single hourly rate will be used for cost-plus work. It is anticipated that the SPF’s work will be performed within normal Staff work hours.</p>	
18	<p>We understand per Contract Sample Exhibit C, Section 4.5.3, that all <u>Escorting in connection with SPF work</u> shall be included in the fixed price. How will SPFs be compensated for Escorting related to project activities or inspections that are <u>not</u> delivered through the SPF’s contract?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks</p>	<p>Escorting associated with Inspections tied to regulatory compliance must be included in the FFP. Escorting associated with any Non-SPF 3rd Parties will be performed under a TO.</p>	
19	<p>H1 is described as “Air Cooled DX (Package/Split-system)” and H2 is described as “Air Handling Unit (Air-cooled DX)”. What is the difference between these two system types?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks Summary Pricing Sheets Columns H1 and H2</p>	<p>A revised Attachment has been posted.</p>	

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<p>20</p>	<p>There does not seem to be an equipment type for “Built-up Air Handlers” that have chilled water and/or hot water coils. Is the intent that preventative maintenance on these types of systems be paid under cost plus and not firm fixed price?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks Summary Pricing Sheets</p>	<p>Pricing Workbooks will be revised via addendum.</p>	
<p>21</p>	<p>There will be consumable costs associated with performing PMs, for example filters, fan belts, grease. Should the SPF include the costs for these consumables in the firm fixed price bid or will the cost of these consumables be billed as cost plus?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks</p>	<p>Cost of consumables are to be included in the firm fixed price bid.</p>	
<p>22</p>	<p>Please provide equipment lists for each of the buildings that are included in the firm fixed price. For example, will the SPFs be provided with fan size and cfm for the air handlers or the number of sprinklers, heat detectors, pull stations, etc., for a given fire system?</p>		<p>Equipment list will be provided with the revised Workbook by addendum.</p>	

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<p>23</p>	<p>The narrative portions of our response documents are not created in Microsoft Word nor Excel and cannot be effectively converted. Will only a PDF version of our response suffice? Or, is the JCC asking us to submit specific portions of our response, i.e., the pricing workbooks, in the format published by the JCC? Can the response be a mix of PDF, Word, and Excel documents?</p>	<p>8.0.A.1. To respond to this RFP, SPFs must submit five (5) clearly labeled copies of the Proposal(s) for each region being proposed, each in a white three (3) ring binder with a front cover and a side label and one (1) electronic copy (USB Flash Drive) of the Proposal (with all respective documents provided in both PDF and either Microsoft Word and/or Excel format) to the following address...</p>	<p>Narrative portions of response should be provided as PDF and pricing Workbook submitted in Excel.</p>	<p>8.0.A.1 revised.</p>
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<p>24</p>	<p>Subsection 4.6.1.2 states “Contractor shall deliver initial Facility Transition Plan to the Regional Manager within sixty (60) days of the effective date.”</p> <p>However, the Facility Transition Plan table in Exhibit C, page 8 lists “forty-five (45) days of the effective date.”</p> <p>Please clarify whether the initial Facility Transition Plan needs to be delivered within 45 or 60 days of the effective date.</p>	<p>Attachment 6- Contract Sample</p> <p>Exhibit C, page 7</p> <p>4.6.1 Facility Transition Plan</p>	<p>The initial facility transition plan will be required within 45 days of the defined effective date of contract.</p>	<p>Contract updated.</p>
<p>25</p>	<p>Attachment #4 Planned Activities and PM Schedule indicates the document is 317 pages long. The document has only 266. Please provide the complete document.</p>	<p>Attachment #4 Planned Activities and PM Schedule</p>	<p>Revised Attachment 4 has been posted.</p>	<p>Revised by Amendment.</p>
<p>26</p>	<p>What are the "additional" documents required for weekly inspections, wheel chair lifts specifically? Currently the inspections are semi, and annually.</p>	<p>Sample Contract- Exhibit C page 5</p> <p>Section 4.2.3 Rounds and Readings</p>	<p>Revised Attachment 4 has been posted</p>	<p>Revised by Amendment.</p>

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27	Most of the buildings are requiring quarterly and annual 'E4 Primary Switch High' maintenance, but there is no procedure provided in Attachment 4 for E4. Can the JCC provide a procedure for E4.	Attachment 4	Revised Attachment 4 has been posted	Revised by Amendment.
28	Under L1 Life Safety there are also the following tests required by NFPA: Weekly testing of diesel fire pumps, monthly tests of electric fire pumps and jockey pumps, 5-year testing of sprinkler lines. Weekly, Monthly and 5-year frequencies are not provided in the pricing sheet for L1 so how should the SPF price these or will these items be cost plus.	BANCRO, NCRO, SRO Pricing Workbook-V1-2	Revised Pricing Workbooks will be issued by addendum.	Revised by Amendment.
29	Under V1 Vertical Transportation there are also the following code required tests: 5-year load test. 5-year frequency is not provided in the pricing sheet for L1 so how should the SPF price these or will these items be cost plus.	BANCRO, NCRO, SRO Pricing Workbook-V1-2	Revised Pricing Workbooks will be issued by addendum.	Revised by Amendment.

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<p>30</p>	<p>Do the equipment counts under V1 Vertical Transportation in the pricing sheets include just elevators, or are escalators and wheel chair lifts also included? If wheelchair lifts and/or escalators are included in the counts can the JCC provide a breakdown by equipment type as the unit pricing will be very different.</p>	<p>BANCRO, NCRO, SRO Pricing Workbook-V1-2</p>	<p>V1 Vertical Transportation includes elevators, escalators and wheel chair lifts. Pricing and equipment lists will be included by addendum in the pricing workbooks.</p>	<p>Revised by Amendment.</p>
<p>31 Added 11/19</p>	<p>The PM guide lacks procedures for Primary Switchgear (equipment types E4 and E5). Please provide guidelines for these significant PM tasks for pricing purposes.</p>	<p>Attachment #4 Planned Activities and PM Schedule</p>	<p>See Addendum #2 Attachment 4</p>	<p>An updated Procedure manual, Attachment 4 will be revised. Primary Switch Gear (high/low) will be consolidated into E4 and the category E5 will no longer be used.</p>
<p>32 Added 11/19</p>	<p>To further clarify the previous Q&A #17: We understand JCC anticipates “that the SPF’s work will be performed within normal Staff work hours”; however, in the event that JCC requests cost-plus work performed on overtime, will SPF have the opportunity to recover these costs through a higher hourly rate?</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks Summary Sheets Column Hr 1</p>	<p>See Attachment 6 Exhibit E, Manner of Performance. Section 1.7 Authorized Overtime.</p>	

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<p>33 Added 11/20</p>	<p>Please provide the area (sq.ft.) of landscaping for each building where landscaping pricing is required in the pricing workbooks.</p>	<p>BANCRO, NCRO, SRO Pricing Workbooks Line Item G1 Landscape Maintenance</p>	<p>Due to the geographic and demographic complexity of each site, landscaping standards will vary based on regional requirements. Providing landscape square footage will not accurately depicted the landscape needs due to environmental variations. Site visit were offered and encourage for this reason.</p>	
<p>34 Added 11/22</p>	<p>Under Section. it states that at least one copy of the Proposal submitted must contain a one-page cover letter with an original signature in blue ink. If Respondent is submitting for multiple regions, should there be a separate cover letter with original signature per region?</p>	<p>RFP-FS-SP-2019-03- JP, 8.D.1, page 11</p>	<p>One cover letter, see the RFP 8.D.2</p>	
<p>35 Added 11/22</p>	<p>Section 4.A.6 in the RFP lists landscape maintenance as Firm Fixed Price Work; however, 5.A.2.u lists grounds keeping services under Task Orders. Please define the difference.</p>	<p>RFP-FS-SP-2019-03- JP, 4.A.6, pg. 4</p>	<p>Grounds keeping as listed in Cost Element 2, under 5.A.2.u would be work that is in addition to work that is covered in Attachment A Section 6, additional items 1. All Grounds.</p>	

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<p>36 Added 11/22</p>	<p>As to landscaping, please provide the maintainable acreage for each facility to include a breakdown of turf, beds, hardscape, etc. for facilities required this service.</p>		<p>Due to the geographic and demographic complexity of each site, landscaping standards will vary based on regional requirements. Providing landscape square footage will not accurately depicted the landscape needs due to environmental variations. Site visit were offered and encourage for this reason.</p>	
<p>37 Added 11/22</p>	<p>Section 7.B.2 states that historic TO volumes would be provided. That information does not appear in the Attachment as provided. Please provide.</p>	<p>RFP-FS-SP-2019-03-JP, 7.B.2, page 10</p>	<p>Facilities will provide annual value as stated in the RFP 7.0 B Cost Plus Work, full history of service work order will be provided to the successful offerors.</p>	
<p>38 Added 11/22</p>	<p>Response times are a critical component of service level response. Please include a breakdown of the TOs by priority.</p>	<p>RFP-FS-SP-2019-03-JP, 7.B.2, page 10</p>	<p>Response times are addressed in Attachment 6 addendum 2 , Exhibit D page 3 Section 3.3.2</p>	

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<p>39 Added 11/22</p>	<p>The Sample Contract states “Normally the Contractor will have limited space for storage of Material(s) at the Facilities. Upon request, the Regional Manager may approve storage or office space for the Contractor at a Facility, contingent upon availability of space.” Adequate space for the performance of the scope of work is critical to the success of the SPF. Can facilities for which space will not be available be identified so as the SPF can cost the provision of space?</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-6-Contract-Sample Exhibit E, page 9</p>	<p>Availability of the space fluctuates at the demands of the Courts.</p>	
<p>40 Added 11/22</p>	<p>Please provide the name of the CAFM software currently being utilized by each region.</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-6-Contract-Sample Exhibit C, page 14</p>	<p>CAFM (Computer Aided Facilities Management) is Tririga software that is being used statewide.</p>	
<p>41 Added 11/22</p>	<p>Will the existing database be provided to the SPF for conversion if required?</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-6-Contract-Sample Exhibit C, page 14</p>	<p>No, the SPF will be given access to CAFM and they can export any data in CAFM if they wish to do so.</p>	

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<p>42 Added 11/26</p>	<p>Regarding the sample contract included in the bid package (Attachment 6), Exhibit G, Page 25, Section 53 outlines certain Task Order Payment Bond Requirements. Does the Judicial Council anticipate that payment bonds will be required of the successful bidder, pursuant to this section of the State of California Standard Agreement? Is this language applicable to the contract?</p>	<p>Sample Contract, Attachment 6, Exhibit G, Page 2, Section 53</p>	<p>Refer to Exhibit G, page 25, Section 51; TO Facility modification scope of Work if exceeds the amount of \$100,000.00 JCC may or may not require a bond.</p>	
<p>43 Added 11/26</p>	<p>Some of the locations provided within the site list do not have square footage. Please provide the missing square footages for the locations noted on the attached list.</p>	<p>Attachment 2 – Regional Building List</p>	<p>Square Footage will be added to building lists. These lists will be posted to the website as an update.</p>	
<p>44 Added 11/26</p>	<p>Please provide an asset list by location in excel.</p>		<p>Reference Attachment 10</p>	
<p>45 Added 11/26</p>	<p>Please provide work order history by category and by each location.</p>		<p>Facilities will provide three years of annual values as stated in the RFP 7.0 B Cost Plus Work. Full history of service work order will be provided to the successful offerors.</p>	

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<p>46 Added 11/26</p>	<p>30-AI, Central Justice Center 700 Civic Center Drive West, Santa Ana location is not included in the SRO pricing workbook. Please Provide.</p>	<p>SRO Pricing Workbook</p>	<p>This building was added in the most current addendum that will be posted.</p>	
<p>47 Added 11/26</p>	<p>Please provide the current union local affiliation for BANCRO and NRCO.</p>		<p>The Judicial Council does not have any affiliations with local unions for BANCRO or NCRO. The Judicial Council believes that Local 39 has CBA's with the current contractors for BANCO and NCRO.</p>	
<p>48 Added 11/26</p>	<p>Please provide the union local affiliation currently negotiating CBA terms for the SRO region.</p>		<p>The Judicial Council does not know of any union affiliation negotiating a CBA for any region. The International Operating Engineers Union Local 501 has filed a petition with the Department of Industrial Relations, requesting a special prevailing wage determination for stationary engineers for the SRO region. The Judicial Council is awaiting the result of that petition and will notify all potential proposers if and when that is received</p>	

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<p>49 Added 11/26</p>	<p>Under 12.01 B1 & B2 Prevailing Wage it states that the contractor must pay prevailing wage rates. Please provide the prevailing wage determination for the trades personnel for NRCO, SRO and BANCRO.</p>	<p>RFP-FS-SP-2019-03-JP, 12.0 Administrative Requirements, B. Prevailing Wage, Page 28</p>	<p>The Judicial Council believes there are multiple scopes of work that may be performed by different trade disciplines. Per Labor Code section 1773.2, the District can provide a flash drive to a requesting party of all potential determinations for each region or those determinations can be more easily found at the following DIR website:</p> <p>https://www.dir.ca.gov/OPRL/DPreDetermination.htm</p>	
<p>50 Added 11/26</p>	<p>What Computerized Maintenance Management System (CMMS) does JCC currently utilize?</p>		<p>CAFM (Computer Aided Facilities Management) is Tririga software that is being used statewide.</p>	
<p>51 Added 11/26</p>	<p>Is the current CMMS owned by JCC or the current SPF's?</p>		<p>CAFM (Computer Aided Facilities Management) is Tririga software that is being used statewide.</p>	

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<p>52 Added 11/26</p>	<p>Does JCC have an internal call center in place today to receive and dispatch maintenance calls? If so, will this call center remain and need to be integrated into SPF’s call center?</p>		<p>JCC has a call center both during and after hours. Our call center will dispatch to the SPF. The SPF responsibility is as stated in Exhibit C section 1.1.7:</p> <p>The Contractor shall provide a Work reception and dispatch function twenty-four (24) hours a day, seven (7) Days a week.</p>	
<p>53 Added 11/26</p>	<p>As a part of the UG2 solution design – can we leverage the JCC Intranet for driving a web-based self-service model for work order entry into the UG2 Operations Center (i.e. connectivity between the JCC Intranet via single sign on to desired CMMS solution)?</p>		<p>Currently SPF are required to use the CAFM system in place. While our currently system does not support this type of integration. Future CAFM replacement software is being solicited, and we may have options for integration and connectivity.</p>	
<p>54 Added 11/27</p>	<p>If a Task Order is generated via CAFM and said TO is assigned to the service provider, does that mean it is a funded event and the service provider can proceed? Will all TO’s be delivered with a funded MAC prior to forwarding to the Service Provider?</p>	<p>RFP, Page 20, 2.0, Task Order Work - Cost Elements 2A and 2B.</p>	<p>No, not necessarily. JCC will provide full CAFM training, with explanation of the service work order process, TO life cycle and funding mechanism to the successful offerors.</p>	

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<p>55 Added 11/27</p>	<p>Maintenance Operations Procedures, of operations, for system ID#'s E2, E4 & E5 appear to be missing annual PM service. Please clarify if there will be no annual Generator PM's.</p>	<p>RFP-FS-SP-2019-03-JP-Pricing-Workbook-V1-2</p>	<p>An updated Procedure manual, Attachment 4 will be revised.</p> <p>Primary Switch Gear (high/low) will be consolidated into E4 and the category E5 will no longer be used.</p> <p>We will be adding an annual Generator PM to the procedure manual and to the costing sheets.</p>	
<p>56 Added 11/27</p>	<p>Is annual backflow certification part of the 90 day mandatory PM requirement? How does the JCC plan for ALL annual PM's and Certifications to be included in the PMRS calendar at the same time each year?</p>	<p>Exhibit C: Preventative Maintenance – Fixed Firm Price Work, Page 13., 7 Facilities Baseline Deficiencies.</p>	<p>Yes preventative maintenance (PM) tied to regulatory compliance agencies for backflow will be included in the 90 day requirements.</p> <p>Please refer to Exhibit C, section 4.5.2 in current addendum</p>	

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<p>57 Added 11/27</p>	<p>“Contractor shall secure and pay for all permits, licenses and certificates necessary for prosecution of any Work before the date of commencement of such Work”.</p> <p>Does this include Conveyance Load Tests, Brake tests, Earthquake testing, 5 year DIR testing amongst others or will PM TO’s funded by the JCC be delivered to the Service Provider for these tasks? Would this include backflows?</p>	<p>Exhibit G, Page 19 of the Draft Contract Section 34.1, Obtaining Permits and Licenses/Testing and Inspections</p>	<p>Refer to section Attachment 4, Addendum 2. All costs related to mentioned tests are at the SPF expense.</p> <p>PM Manual will include a 5 year load test on the annual as needed.</p>	
<p>58 Added 11/27</p>	<p>“The Contractor and the Judicial Council will complete a walk-through of each Facility for a baseline evaluation of the Facility. The Contractor will have ninety (90) Days after the Full Performance Date to identify and Deficiencies”.</p> <p>However, later in the same paragraph, it states “ The correction of any preexisting condition not identified as a Deficiency within thirty (3) Days of the Full Performance Date will be included in the Firm Fixed Price Work”.</p> <p>Please clarify the discrepancy in terms.</p>	<p>Exhibit C, page 13 of the Draft Contract Section 7 Facilities Baseline Deficiencies</p>	<p>Exhibit C, page 13 of the Draft Contract Section 7, delineates the day’s the contractor’s has responsibility to identify deficiencies and JCC amount days to evaluate those deficiencies.</p>	

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<p>59 Added 11/27</p>	<p>Are all of these positions Mandatory and subject to JCC field staff approval and disapproval?</p>	<p>Exhibit L, Page 1: Job Descriptions of the Draft Contract</p>	<p>Refer to answer on question #3</p>	
<p>60 Added 11/27</p>	<p>“The Judicial Council may (i) add a Facility to the list of Facilities in Exhibit J (ii) remove a Facility from the list of Facilities in Exhibit J (iii) change the Contractor’s level of responsibility for a Facility. No such addition, removal, or change will require an Amendment to this Agreement”.</p> <p>How will this process unfold? Will the JCC notify the Service Provider in writing of additions, removals or changes to the level of service for a given facility and how will payments to the Service Provider be adjusted and accounted for with said changes?</p>	<p>Page 29 of the updated Step Two FRP Section D. Changes to the Facilities List and in Exhibit F, Page 1, Section 2, 2.1.2.1.1 Adjustments to Allowable Expenses, Changes to Facility List</p>	<p>Attachment 6 revised Exhibit G Section 14</p>	

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<p>61 Added 11/27</p>	<p>SPF’s adjustment factors will be adjusted on each annual anniversary date of the Contract”.</p> <p>Does this mean that after one calendar year from the July 1, 2020 execution date of the contract or if referencing Exhibit F, Page 8.1: Base period pricing will remain in effect throughout the Base Contract five (5) year period between July 1, 2020 and June 30, 2025”.</p>	<p>Page 29 of the updated Step Two RFP, Section 12. C. Inflationary Adjustment for Contract Pricing</p>	<p>No, annual adjustment will be made to the contract. Base period pricing will remain in effect throughout the Base Contract five (5) year period between July 1, 2020 and June 30, 2025”.</p> <p>Adjustment will be made for each option period in accordance Exhibit F, Section 8 of the contract.</p>	
<p>62 Added 11/27</p>	<p>What is the expected up time for all sites?</p>	<p>Attachment 6, Contract Sample, Section 4.6.5 Quality Control Plan (page 9)</p>	<p>The up time for all sites is expected to be 100%</p>	
<p>63 Added 11/27</p>	<p>Is there a change control program? For all buildings or only critical facilities?</p>	<p>n/a</p>	<p>Yes, we currently use CAFM for change control program.</p>	
<p>64 Added 11/27</p>	<p>What do the generators supply power to, other than Fire and Life Safety?</p>	<p>RFP Section 4.B. Element 1 Line Items</p>	<p>Generators are for critical Fire and Life Safety systems. Some very limited number of older building where some non life-safety circuitry are fed from generators.</p>	

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<p>65 Added 11/27</p>	<p>Can the JCC provide an Asbestos Manifest or a list of buildings built before 1981 with their current status in relation to asbestos?</p>	<p>RFP Section 10.C.9 Hazardous Material Management (page 16)</p>	<p>The JCC has not performed a building-wide survey of any entire building. The JCC assumes that all buildings and almost all building components may have asbestos, and the JCC requires a pre-work survey of proposed work areas by a certified asbestos consultant.</p>	
<p>66 Added 11/27</p>	<p>There were missing tiles in the Van Nuys East Courthouse stairwell to the roof with glue/mastic showing – is this asbestos?</p>	<p>RFP Section 10.C.9 Hazardous Material Management (page 16)</p>	<p>This project was completed in 2018 and it was determined that it was non asbestos containing.</p>	
<p>67 Added 11/27</p>	<p>Can the JCC please provide maps of each site delineating the areas of responsibility, including landscaping and grounds?</p>	<p>RFP Section 4.A.6.e Cost Element 1 – Landscape Maintenance (page 4)</p>	<p>Due to the geographic and demographic complexity of each site, landscaping standards will vary based on regional requirements. Providing landscape square footage will not accurately depicted the landscape needs due to environmental variations. Site visit were offered and encourage for this reason.</p>	

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<p>68 Added 11/27</p>	<p>At some courthouses, we noticed that the boilers and chillers are no longer in use. Can the JCC provide a list of courthouses where county-run chillers/boilers are in use? Are these in scope?</p>	<p>RFP Section 4.B. Element 1 Line Items (page 5)</p>	<p>Buildings where county run chillers and boilers are present will not be included on the costing sheets, these are not in scope.</p>	
<p>69 Added 11/27</p>	<p>Would the new courthouse going up in Sacramento, or any new courthouse, become part of the responsibilities for the NCRO region? When does the government anticipate this building will be opened?</p>	<p>n/a</p>	<p>Any new courthouse opening in NCRO or any region in the state becomes part of that region. All new court information can be reference on our page below. https://www.courts.ca.gov/facilities-sacramento.htm</p>	
<p>70 Added 11/27</p>	<p>Is office and storage space guaranteed in each building? If so, how much?</p>	<p>Attachment 6, Contract Sample Section 6.4 (page 9)</p>	<p>No, there is no guarantee. Availability of the space fluctuates at the demands of the Courts.</p>	
<p>71 Added 11/27</p>	<p>It was noted that (BAS) Systems were not 100% complete in many locations, when is the expected completion date for the JCC facilities to be operational.</p>	<p>RFP Section 5.A Cost Element 2A (page 7)</p>	<p>BAS systems upgrades are an ongoing and current funding is projected to last 5 years.</p>	
<p>72 Added 11/27</p>	<p>LED lighting retro-fit appeared to be in process for many locations, when is the expected completion date.</p>	<p>RFP Section 5.A Cost Element 2A (Page 7)</p>	<p>LED lighting projects are an ongoing project and current funding is projected to last 5 years.</p>	
<p>73 Added 11/27</p>	<p>Are all Arc Flash Coordination Studies completed and detailed and informative labels applied? At many locations, no labels were observed.</p>	<p>RFP Section 5.A Cost Element 2A (Page 7)</p>	<p>Funding for these studies has just been received and these will be completed by June 30th 2020</p>	

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<p>74 Added 11/27</p>	<p>Water Treatment – Where applicable, can the State provide the tonnage and/or makeup of the systems requiring water treatment (open and closed loop)?</p>	<p>RFP-FS-SP-2019-03-JP-BANCRO-Pricing-Workbooks-V1-2.xlsx RFP-FS-SP-2019-03-JP-NCRO-Pricing-Workbooks-V1-2.xlsx RFP-FS-SP-2019-03-JP-SRO-Pricing-Workbooks-V1-2.xlsx</p>	<p>Building list will be updated with square footage, this should enable estimating size of close loop systems.</p>	
<p>75 Added 11/27</p>	<p>L1, Life Safety – In order for bidders to properly proposed on the life safety systems will the State provide the equipment detail included in this FFP line item: ie: heat detectors, smoke detectors, fire alarm panels, fire extinguishers, manual pull stations, strobes, emergency exit signs, wet-pipe systems, dry-pipe systems, FM200 systems, etc.?</p>	<p>RFP-FS-SP-2019-03-JP-BANCRO-Pricing-Workbooks-V1-2.xlsx RFP-FS-SP-2019-03-JP-NCRO-Pricing-Workbooks-V1-2.xlsx RFP-FS-SP-2019-03-JP-SRO-Pricing-Workbooks-V1-2.xlsx</p>	<p>Facilities will provide an asset list, as asked in question 44 previous. This list will not include all items that are being asked in question 75. Items that will not be included in the asset list are: heat detectors, smoke detectors, strobes, manual pull stations. While these items are not included in the current JCC asset list to be provided, these items are part of the Fire Alarm Panel.</p>	

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<p>76 Added 11/27</p>	<p>H11, Unique HVAC System PM Procedures. In order to understand what HVAC equipment is included under Element 1 vs. Element 2, can the State provide the list of equipment included under line item H11?</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-4-Planned-Activities-and-PM-Standards.pdf</p>	<p>At the moment, we have no unique system that would fall under H11. This categorization can be used in future building system that may be added or replaced.</p>	
<p>77 Added 11/27</p>	<p>E8, Electrical Unique System - In order to understand what electrical equipment is included under Element 1 vs. Element 2, can the State provide the list of equipment included under line item E8?</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-4-Planned-Activities-and-PM-Standards.pdf</p>	<p>At the moment, we have no unique system that would fall under E8. This categorization can be used in future building system that may be added or replaced.</p>	
<p>78 Added 11/27</p>	<p>P4, Plumbing Unique System - In order to understand what plumbing equipment is included under Element 1 vs. Element 2, can the State provide the list of equipment included under line item P4?</p>	<p>RFP-FS-SP-2019-03-JP-Attachment-4-Planned-Activities-and-PM-Standards.pdf</p>	<p>At the moment, we have no unique system that would fall under P4. This categorization can be used in future building system that may be added or replaced.</p>	
<p>79 Added 11/27</p>	<p>Are required positions identified in the management and support staff section required to be 100% dedicated to the JCC contract, or can they part of the Service Providers regional market and management team?</p>		<p>Refer answer to question #3</p>	

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<p>80 Added 11/27</p>	<p>What is the scope of “hazardous materials management and disposal (including biohazardous materials)” and is SPF expected to handle disposal and transportation of hazardous waste? Are there any hazardous waste bins or containers provided on site, and does JCC have any protocols for this type of work?</p>	<p>Sect. 5.0.A.2.v.</p>	<p>Attachment 6 adding Exhibit U and Pricing Workbooks will revised in the next addendums</p>	
<p>81 Added 11/27</p>	<p>IF the SPF is task with the clean-up up biohazards, sharps, or other bloodborne pathogens, will the court or JCC be providing an onsite bio-waste bins provided on site?</p>	<p>Sect. 5.0.A.2.c.</p>	<p>Attachment 6 adding Exhibit U and Pricing Workbooks will revised in the next addendums</p>	
<p>82 Added 11/27</p>	<p>What is the scope of “pest management and feral animal control services” and is SFP expected to capture, detain, or transport feral animals? What are the JCC protocols on this topic?</p>	<p>Sect. 5.0.A.2.ii.</p>	<p>Scope and procedure will be added in revision to Attachment 4.</p>	
<p>83 Added 11/27</p>	<p>For work not associated with the performance of FFP, how will travel time be reimbursed? What will the validation process be?</p>		<p>See response to Question #12</p>	

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<p>84 Added 11/27</p>	<p>For time required to perform the completion of the work, but not directly related to the physical completion of the work, such as: -Planning -Procurement -Required Documentation -Coordination</p> <p>What will be the considerations and methods of approving such labor types.</p>		<p>These tasks are considers FFP.</p>	
<p>85 Added 11/27</p>	<p>The contractor or subcontractor shall pay workers no less than the general prevailing wage rate. Are there situations where a contractor could pay more than the prevailing wage rate. For example, are there current Collective Bargaining Agreements (CBA) in place for BANCRO, NCRO or SRO that have not been filed with the DIR?</p>	<p>Exhibit G, General Terms, page 29, Section 47.1.1</p>	<p>The Judicial Council does not have any agreements with trade unions related to work under these contracts. The Judicial Council believes that the current contractor for NRCO has its own CBA with Local 39.</p>	

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<p>86 Added 11/27</p>	<p>Escorting is considered to FFP whether or not it is Firm Fixed Price or Cost Plus TO work. Does this determination include work in connection with other JCC vendors, and does this also include Court Funded requests?</p>	<p>Exhibit C, Section 4.5.3 Escorting Pricing</p>	<p>Correction made in Exhibit C 4. 4 Escorting , 4.4.2 new language is: All Escorting in connection with Firm Fixed Price Work or Cost Plus TO Work shall be considered Firm Fixed Price Work. Work tied to any other JCC vendor or Court Funded Request, or project completed by JCC Project Management team will be paid for out of that specific funding/project.</p>	
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<p>87 Added 11/27</p>	<p>How will CBA wage increases not yet negotiated be incorporated into the contract pricing? Will JCC consider wage adjustments?</p>		<p>As with all public works contracts that require prevailing wages be paid and that extend over multiple years, the applicable wage rates must be used by all proposers based on the proposers' review of those rates, the duration of these rates, the date when those rates will increase, the impact of those increases, and the legal restrictions and provisions related to long-term contracts and their impact on pricing prevailing wage work. If an individual proposer negotiates an individual or specific rate with a local trades council for the work under any of these maintenance contracts, that proposer should determine that prior to its proposal because the Judicial Council cannot increase a fixed-price, competitively-bid number, after that contract is awarded as that could be a violation of applicable competitive procurement requirements.</p>	
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