

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
1	How will the JCC determine what work is classified as BMRW and WOT?	1.0 Section C (3a and 3.b) / Pg. 4, 5	The definition of BMRW for the various JCC facilities will be defined in the RFP stage. There is a sample of the kind of work anticipated in Attachment 9. The WOT are those activities identified in 5.0.D as desirable experience, not included as BMRW activities as defined by JCC.
2	Is a specific list of WOT services available?	1.0 Section C. (3.b) / Pg. 5	The type of work that may be WOT are provided in the list in section 5.0(D) of the RFQ
3	How will the JCC manage contractor travel expenses relative to WOT	1.0 Section C. (3.b) / Pg. 5	Hourly rate by facility will include travel unless negotiated by WTO
4	Please clarify that in this section Janitorial services are limited to the immediate work area, system, or structural components that are directly impacted by the contractor's performance of work tasks and would not be general/routine janitorial services for JCC buildings.	2.0 Section A (9) / Pg. 5	Yes, confirmed. Janitorial services included are limited to clean-up in connection with SPF work.
5	Please confirm that cost escalation(s) relative to Cost Element 1 is to be interpreted as a firm fixed price for a 5 year period with cost escalations available for each two year option that is awarded.	4.0 Section C / Pg. 9	Cost escalations, if any, during the 5-year base period to be clarified in the RFP stage.

RFQ No. RFQ-FS-SP-2019-02-JP

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
6	For Cost Element 1, will the cost escalation in year 6 be based on the cumulative annual escalation of the cost indices for the previous 5 years or simply the single year’s change between year 4 and year 5?	4.0 Section C / Pg. 9	Cost escalation will be CPI index based and further detailed in the RFP that will be provided to the shortlisted firms
7	If a second extension is granted for year 8, will the cost escalation for Cost Element 1 be based on the cumulative escalation for the preceding two year period or simply the single year’s change between year 6 and year 7?	4.0 Section C / Pg. 9	See response to #6 above
8	Please confirm that indexed-based annual cost escalation will be applied to the WOT pricing after one contract year and each subsequent contractual year.	4.0 Section C / Pg. 9	See response to #6 above
9	Please confirm that “SPF must hold and maintain a valid Class B General Contractor License...” requires that the contracting license be held by the same corporate entity with which the state intends to enter into a contract and that provision via sub-contractors, Joint Partnerships or similar licensing strategy does not meet this qualification requirement.	5.0 Section B (1) / Pg. 10	The SPF entity that will enter into a contract with the Judicial Council of California must be properly licensed by the California State Contractors License Board”. The entity must have a valid Class “B” General Contractor’s license.
10	Define what “profiled” means in the context of “...(3) FOM profiled programs....”	5.0 Section B (2) / Pg. 11	These are the three minimum programs to be presented by the SPF that demonstrate compliance with 5.0 (B) (2)

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
11	<p>Is this akin to the PBC or in addition to the PBC (if applicable for the new contract)? What are the parameters of and who approves “receipt and acceptance of the final deliverable” and to “withhold may depend upon the length of the project” are, in many cases, dependent upon JCC staff closing out projects timely in CAFM. The current PBC withholds 7% (which is then subject to reduction/addition by the JCC PFOM and Court Management input) based on subjective factors. Will this be in addition to the short pays that remain outstanding based on encumbrances from 3rd party entities?</p>	<p>Please see Attachment 4 (Administrative Rules Governing RFQ’s (Non-IT Services), 10. B (Page 4) which states:</p> <p>B. THE JUDICIAL COUNCIL DOES NOT MAKE ADVANCE PAYMENT FOR SERVICES. Payment is normally made based upon completion of tasks as provided in the agreement between the Judicial Council and the selected Proposer. The Judicial Council may withhold ten percent of each invoice until receipt and acceptance of the final deliverable. The amount of the withhold may depend upon the length of the project and the payment schedule provided in the agreement between the Judicial Council and the selected Proposer.</p>	<p>PBC and withholding are separate topics. PBC (Performance Based Contract) withholding, if utilized at all, will be clarified in the RFP when issued to the short listed bidders. The 10% Contract withholding referenced in the RFQ, Attachment 4, section 10.B refers to standard withholding to ensure work is completed and satisfactory,. This withholding will be further clarified at the RFP stage.</p>

RFQ No. RFQ-FS-SP-2019-02-JP

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
12	RFQ pg. 15, Section 6.0.D, Evaluation Criteria Part V says “Attachments 1-3 Required to be completed and submitted.” The documents named “RFQ-FS-SP-2019-02-JP-Attachment-2” (Building List by Region) and “RFQ-FS-SP-2019-02-JP-Attachment-3” (Region Map) are not forms. Does this requirement refer to Appendices A-C?	RFQ pg. 15, Section 6.0.D, Evaluation Criteria Part V	Yes, this requirement refers to Appendices A-C
13	Is the referenced Teleconference the same as the In-person Pre-proposal meeting? The Teleconference is not listed in the schedule of events (on pg. 3).	RFQ pg. 6, 3.0.H.2, Teleconference	The pre-proposal meeting is a mandatory in person meeting. However, various JCC personnel will be attending the pre-proposal meeting via teleconference. Interested SPF’s are required to attend in person.

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
14	<p>This requirement asks for qualifications of key personnel and defines key personnel as, “principal(s), or officer(s) having overall project and/or program responsibility, as well as on-site project manager(s), supervisors(s), work scheduler(s), quality personnel, safety personnel and all others involved in the management of the project.” Are non-incumbent SFPs expected to name on-site personnel who may not yet be company employees? Will hiring qualifications for these positions be acceptable?</p>	<p>Attachment 1, pg. 19, Part IV.6., On-site Project Manager</p>	<p>The RFQ Part IV.6 is revised to read: “Provide proposed key personnel’s qualifications, experience, length of employment with company, and training to competently manage this project. Key personnel shall include principal(s), or officer(s) having overall project and/or program responsibility and others involved in the overall management of the Contract. (10 Points)” RFQ will be revised o delete on-site project manager(s), supervisors(s), work scheduler(s), quality personnel, safety personnel and all others involved in the management of the project.”</p>
15	<p>Attachment 1, Section 2.IV.2., Relevant Projects/Programs says, “Submit at least six (6) examples of your organization’s current and/or recent projects.” Please clarify that we may submit more than six projects.</p>	<p>Attachment 1, pg. 17, Section 2.IV.2., Relevant Projects/Programs</p>	<p>More than six projects can be submitted. SPF’s should provide their representative projects in order of relevant experience</p>
16	<p>Regarding the page limits listed in Attachment 1, Section 2.IV.: If we print double sided, can we double the page limits?</p>	<p>Attachment 1, pp. 17-20, Section 2.IV., Organization’s Statement of Experience and Current / Recent Projects</p>	<p>No, the page count is based on 8.5” x 11” paper, single sided only.</p>

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
17	<p>RFQ pg. 8, Section 3.0.J.1 states, “The SOQ shall be prepared in an 8.5” x 11” format...” Can special graphics, like organization charts or facility maps, be printed on 11” x 17” pages and folded to 8.5” x 11”?</p>	<p>RFQ pg. 8, Section 3.0.J.1, Submission Requirements</p>	<p>11” x 17” may be provided and folded for graphics such as organization charts or facility maps. 11” x 17” should be minimized to a maximum of eight (8) sheets for the entire submission.</p>
18	<p>We are looking to bid your RFQ-FS-SP-2019-02-JP as a Facilities Maintenance Service Provider and are looking for clarification on the RFQ Description of Services. RFQ Page 5, 2.0 Description of Services, Section A, Items 8 & 9 (below) shows services other than what is listed in the scope attachments. Are these accurate as a Service Provider requirement?</p> <p>8. Bio-waste exterior building clean-up. This includes cleanup of human waste, vomit, human blood and/or syringes on hardscape.</p> <p>9. Janitorial Services related to, resulting from and/or as a by-product of any FOM services provided to the JCC pursuant to a Contract.</p>		<p>In the question 18, item 8 may be requested as a WOT. In question 18, item 9, Janitorial services relating to cleanup in connection with SPF work is a requirement of the SPF.</p>
19	<p>Is there a preference for Union vs Non-Union?</p>		<p>The SPF is to determine their staffing solution. There is no preference for union vs. non-union.</p>
20	<p>Are there mechanical schedules for each building? Can they provide the square footage at least?</p>		<p>Mechanical schedules will be provided in the RFP. The contract award will not be based on square footage costs.</p>

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
21	Is the same type of mechanical equipment typical for every courthouse?		No, the mechanical equipment is not typical for every courthouse. There is a diverse portfolio of properties, which have been categorized by mechanical system type, which will be detailed in the RFP.
22	Who is the current service provider		ABM, Enovity and Pride
23	Can the work not requiring skilled technicians can be done by non-skilled labor?	Page 10, 5.A: They require skilled HVAC Personnel “The qualification requirements set forth below are the minimum acceptable employment requirements for all personnel performing work at the JCC facilities:” But Page 5. 2.A.9 assigns duties such as picking up blood, vomit, feces, and syringes	JCC – Yes. Non-skilled work would be light bulb changing, drain clearing, post work clean up and other incidental tasks that support skilled work.
24	Are filters and belt changes (labor and materials) to be included in our number?		Yes
25	As a global firm with hundreds if not thousands of contracts in excess of \$1,000,000, we would kindly like to request if you could consider putting a limit to the number of contracts proposer lists to a more manageable number, e.g. 10, 15, 20 etc.	Attachment 1 – p.18, section 2: You are requesting the proposers to list all current contracts with an annual contract value exceeding \$1,000,000.	List up to your most relevant Top 10 Contracts

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
26	Which is true: Mandatory in person attendance or teleconference would be acceptable as well?	RFQ – p. 7, section 3: There is a discrepancy in section 3, where you are requesting firms to participate in a mandatory in person pre-proposal meeting, but also offering teleconference.	See answer to question 13. The pre-proposal meeting is a mandatory in person meeting. However, various JCC personnel will be attending the pre-proposal meeting via teleconference. Interested SPF's are required to attend in person.
27	In order to meet your past project experience, given the size of the organization, we have various legal entities which it conducts business. Is it acceptable to the Judicial Council that our responses take into consideration the breadth of experience of the whole organization and not just the bidding entity?	Attachment 1: p. 8, Part II	The SPF must present their experience that best represents their organization and related entity(ies) that they have controlling interest of, or are a wholly owned subsidiary of.
28	Who will be on the selection committee? What is the makeup of the selection committee?		The voting members of the selection committee are JCC employees.
29	Please clarify whether we should submit one (1) RFQ response indicating our capabilities to serve multiple regions, or if we should submit separate RFQ responses for each region we propose to serve.	RFQ-FS-SP-2019-02-JP, Section 3.K. (Page 8)	The SPF's should present one (1) SOQ indicating their ability to serve one or multiple regions.

RFQ No. RFQ-FS-SP-2019-02-JP

Statewide O&M Facility Maintenance Services

Appendix C – Master Questions and Answers Form

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
30	<p>The RFQ makes conflicting statements regarding the “shortlist” of SPF’s that will follow this RFQ. On page 5, it states that during the RFP phase “SPF’s may submit a RFP response to any or all of the regions”; however, multiple sections of the RFQ state that SPF’s will be shortlisted for “a region” i.e., 1 region. Please clarify to what extent, and how, the RFQ evaluation will affect the ability of a SPF to bid on multiple regions.</p>	<p>RFQ-FS-SP-2019-02-JP (multiple sections)</p>	<p>SPF’s may submit their SOQ indicating their ability to perform in one or multiple region(s). JCC will evaluate SOQ’s and will shortlist SPF’s to one or more region(s). JCC may shortlist a SPF to one or more of their identified desired regions, but reserve the right to not include a SPF in all identified regions. The evaluation process will not affect those SPF’s that indicate their ability to perform in multiple regions.</p>
31	<p>Under “Desirable Experience” this section states that “SPF and its subcontractors should demonstrate the aggregate experience in operating and maintaining” the listed systems (emphasis added). Please clarify to what extent subcontractor qualifications should be included in the RFQ response, given the wide range of subcontracted services that will be included in the contract and the variance in subcontractors by region.</p>	<p>RFQ-FS-SP-2019-02-JP, Section 5.D. (Page 12)</p>	<p>If the SPF has the desirable experience in-house, that should be presented. If the SPF wishes to demonstrate their Team’s Desirable experience through its subcontractors, then it would be appropriate to include subcontractor information.</p>
32	<p>As of the meeting this afternoon in Sacramento, can we clarify that the power point presented did not deviate in any way from the RFQ posted and is the power point available to be shared with those interested in proceeding further in the process?</p>	<p>Power Point presented by Rex and Jim Peterson at 2:00 pm on 07/23/2019 at the JCC designated meeting room in Sacramento, CA.</p>	<p>The PowerPoint was presented only as a visual aid in summarizing the procedures and requirements of the RFQ and is not a part of it.</p>