

ANSWERS TO SUBMITTED QUESTIONS

Q #	Questions	RFP Reference (Document & Page-Section-Item)	Answers
1	How is the distribution of task orders handled for consultants?	Page 4, 2.5.2	Consultants may be asked to provide individual Project Proposals as described in Section 2.5 of the RFP. Service Work Orders for selected proposals will be awarded as set forth in Exhibit C to the Master Agreement.
2	Is there a possibility for consultants to request an escalation of the proposed hourly billing rates after each year? Are the hourly billing rates locked in for the three-year Master Agreement with the only possibility of rate increases in the two one-year extensions?	Page 14, Section 9.2	See Section 3.2 and 3.6 of Exhibit D to the Master Agreement.
3	Is it necessary for the prime consultant to be a DVBE in order to qualify for the DVBE incentive?	Page 14, Criteria Table	To receive the DVBE incentive, the Consultant itself must be a certified DVBE and provide the required certification of its status as a DVBE with its Proposal. See Section 10.2 of the RFP.
4	Was the pre-proposal conference recorded? Can it be shared with consultants?	Page 5	The pre-proposal conference was not recorded.
5	Where shall consultants include additional job titles and the associated hourly rates for those additional job titles?	Page 13, Section 6.2.6 Additional Job Titles	Consultants may attach additional pages to Attachment M, Cost Proposal. List any additional services that can be provided by the Consultant in the performance of the services of this RFP and associated job titles and hourly rates Consultant proposes to charge. Additional job titles and hourly rates will not be used for evaluation purposes; however, the Judicial Council, at its sole discretion, may select any or all additional job titles and hourly rates to be included in any resulting Agreement.
6	Throughout the RFP documents, it states that we have to accept the terms of the Master Agreement without changes, however, we cannot comply with the insurance requirements. The Judicial Council of CA is requiring a Builder's Risk insurance policy, and we do not carry this policy as it does not cover our services. Builder's risk is a construction-oriented policy designed to cover the risk of damage to the elements of construction before it is turned over to the owner as completed. This policy is inapplicable since we do not build or install equipment in our services. Will the Judicial Council consider removing this requirement from the RFP and Attachment C?	Page 11, Section 6.1.16 Acceptance of the Terms and Conditions / Page B-3, Section 1.2.6	Builder's Risk insurance will not be required for these services. The Builder's Risk requirement has been removed from the Master Agreement. The updated Attachment B of the RFP will be issued through a written addendum.
7	Where will the Q&A be posted? Will the Judicial Council of CA consider extending the deadline by 1 week after the questions are released?	Page 6, Section 4.4	The answers to questions will be posted here: https://www.courts.ca.gov/75732.htm . The proposal due date is currently set for one week after questions are released. No extensions to the proposal due date are expected at this time.

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8	Will scoring be only based on Attachement C and Cost Proposal?		Proposals will be evaluated and points awarded as identified in Section 8.2 of the RFP.
9	Are any of the line items under Consultant Informtion section of attachement C being scored? if so which ones?	Consultant information section attachement C	The Consultant Information section of Attachment C of the RFP is not scored. However, proposers must provide all requested information. The completion of Attachment C will be scored, and points will not be designated by line item.
10	Council did not provide any information on how the RFPs will be scored, please provide the sections to be scored and their relative weight	Evaluation process section - attachemtn A	See answer to Question 8 above.
11	Is Cost Proposal part of the scoring? if so please specify its weight in the overall scoring.	Evaluation process section - attachemtn A	See answer to Question 8 above.
12	provide names of current contractor/s		Agreements were awarded under the previous solicitation to the following Consultants: Alta Environmental; AMEC Foster Wheeler Environment & Infrastructure, Inc.; Bureau Veritas North America, Inc.; Converse Consultants; Fugro Consultants, Inc.; Nichols Consulting Engineers; Ninyo & Moore Geotechnical and Environmental Sciences Consultants; Professional Service Industries, Inc.; Rincon Consultants; and Terracon Consultants, Inc.
13	what has been the total dollar spent on the expiring contract, per contractor?		The average contracted amount per consultant was \$13,000.
14	what is the minimum number of contractors Council will select?		There is no minimum number of Consultants that will be selected. Refer to the selection process set forth in Section 7 of the RFP. The Judicial Council will establish a shortlist of at least three Consultants. Shortlisted Consultants will be notified of their interview date and time.
15	what is the maximum number of contractors Council will select?		There is no maximum number of Consultants that will be selected. Refer to the selection process set forth in Section 7 of the RFP.
16	How will task orders be issued to qualified contractors (competitive bidding, round robin, chronological, etc.)?		See answer to Question 1 above.
17	What is the minimum mandatory DVBE participation percentage?		Qualification for the DVBE incentive is not mandatory. The Judicial Council has an overall DVBE program participation goal of three percent (3%). Refer to Section 10 of the RFP.

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18	Is there a preference given to Small and/or Minority businesses? if so how much? if not why not?		Preference is not given to Small or Minority businesses. The Judicial Council does not recognize Small and/or Minority businesses for these types of projects.
19	is this a prevailign wage contract?		In general, the vast majority of work performed under the Service Work Orders will not be subject to Prevailing Wage Law. However, to the extent the scope of work for any individual Service Work Order is subject to Prevailing Wage Law, prevailing wages shall be required. Please see Section 41 of the Master Agreement for additional information.
20	What is the minimum ampunt of points needed to be selected?		All well-qualified Consultants will be selected. Qualifications will be evaluated based on the criteria and points available as identified in Section 8 of the RFP.
21	Attachement A is included twice, it seems that the RFP document itself was not uploaded to CalEpRocure		Attachment A was incorrectly included twice on the Cal eProcure website. The RFP document has been attached and included on the Cal eProcure website.
22	Will Gross Revenue be scored	Consultant information section attachement C	The Consultant Information section of Attachment C is not scored. However, proposers must provide all requested information. Gross revenue will not be scored individually but is a required line item in Attachment C. The completion of Attachment C will be scored, and points will not be designated by line item.
23	Why is Gross Revenue being asked on an IDIQ contract, as this si task order based and presumably will be compteted among other qualified contrctors, this information is private and irrelevant to performanc eon tis IDIQ, would it notbe possible to remove?	Consultant information section attachement C	Proposers must provide all requested information in the Consultant Information section of Attachment C. Gross Revenue will not be scored individually but is a required line item in Attachment C. The completion of Attachment C will be scored, and points will not be designated by this line item, but completion of this field is required for this solicitation.
24	What are the insurnace limits expected under this conctret	Consultant Insurance information section attachemen C	Refer to Section 1 in Exhibit B to the Master Agreement for insurance limits required by an Agreement awarded pursuant to this RFP.
25	What of our comoany doesn't qualify for an EMR rating	Consultant Insurance information section attachemen C	All businesses with employees are required to carry Workers Compensation Insurance. The policy provides the EMR rating based off the safety record.
26	Please calrify, do all 10 refeences need to be from Public Entities/Government? or canthey be a combinationof Public and Private entities?	References section attachemen C	Proposers must provide at least ten projects that are California public works projects. Refer to the instructions in the Reference section of Attachment C to the RFP.
27	How will references be scored?	References section attachemen C	The Judicial Council will contact the references provided to conduct a customer satisfaction survey. Reference responses will be scored from one (1) – unsatisfactory to five (5) – excellent. Reference evaluation forms will be totaled and points will be awarded as indicated in Section 8.2 of the RFP.

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28	What is the overall weight of References in the proposal scoring	Attachment C, page 2	The maximum points available for References is 5 points. Refer to Section 8.2 of the RFP for evaluation criteria and points.
29	This is supposed to be submitted in Word, but I'm having trouble using the existing template to indicate the state we are incorporated in. (If you access the document and try to do the same, it will make sense, in case this comment doesn't.)	Attachment C, page 2	The Attachment C file should be submitted in Word format. Attachment C has been updated to allow access to all fillable fields in the space provided. The updated Attachment C of the RFP will be issued through a written addendum.
30	This is supposed to be submitted in Word, but I'm having trouble adding our second broker (Workers' Compensation) in the space provided. If I need to add a page for this information and for the project experience (Attachment C, page 6), can I submit this form as a PDF, or just the separate pages with this information? We also need to provide a signature in Attachment C, on page 6.	Attachment C, page 3	See answer to Question 29 above. If additional space is needed for this information and for the project experience, additional separate pages may be submitted with this information.
31	The Consultant name at the top of this page is not showing up on the printed page, and appears in gray and white electronically. By the way, we are THE CONVERSE PROFESSIONAL GROUP, dba Converse Consultants.	Attachment D	Attachment D has been updated to appear electronically and print in black and white. The updated Attachment D of the RFP will be issued through a written addendum.
32	Please note the tracked changes in the signature area. Also, if this is signed (wet ink), I will have to scan and send as a PDF. Is that okay? I can't drop it in electronically, so if you want this as a Word file, I can only type in our VP's name.	Attachment M, page 2	Attachment M has been updated to a PDF file with fillable fields, check boxes, and an electronic signature field. The updated Attachment M of the RFP will be issued through a written addendum.
33	Can the requirement for pollution liability be implemented only when a work order for relevant tasks is assigned and/or can a subconsultant cover that requirement?	Attachment B Agreement, Page B-3, Section 1.2 Individual Policy Requirements, 1.2.5 Consultant's Pollution Liability	Contractor's Pollution Liability will not be required for these services and the requirement will be removed from the Master Agreement. The updated Attachment B of the RFP will be issued through a written addendum.
34	Can the requirement for Builders Risk/Installation be implemented only when a work order for relevant tasks is as-signed and/or can a subconsultant cover that requirement?	Attachment B Agreement, Page B-3, Section 1.2 Individual Policy Requirements, 1.2.6 Builders Risk/Installation	See answer to Question 6 above.
35	Can the requirement for Commercial Crime Insurance be implemented only when a work order for relevant tasks is as-signed and/or can a subconsultant cover that requirement?	Attachment B Agreement, Page B-4, Section 1.2 Individual Policy Requirements, 1.2.8 Commercial Crime Insurance	Commercial Crime Insurance will not be required for these services and the requirement will be removed from the Master Agreement. The updated Attachment B of the RFP will be issued through a written addendum.

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36	Can the requirement for Unmanned Aircraft Liability Insurance be implemented only when a work order for relevant tasks is as-signed and/or can a subconsultant cover that requirement?	Attachment B Agreement, Page B-4, Section 1.2 Individual Policy Requirements, 1.29 Unmanned Aircraft Liability Insurance	Unmanned Aircraft Liability Insurance is only required if the Consultant utilizes drones or unmanned aircraft in the performance of the Work. If the Work is performed by a Subconsultant and the Subconsultant utilizes drones or unmanned aircraft in the performance of the Work, the Subconsultant is required to meet this contractual insurance requirement.
37	Would the Judicial Council of California consider the following edits to the indemnity? Consultant's or its employees' or Subconsultants' or Subconsultants' employees' (Add: negligent) violation of any applicable law, rule, or regulation	Attachment B Agreement, Page A-5, Section 11.1.3	The Judicial Council declines to make the requested change.
38	Would the Judicial Council of California consider the following edits to the indemnity? Claims or lawsuits by any third party, Consultant, Subconsultant, supplier, worker, agent or any other person, firm, or corporation furnishing or supplying work, materials, or supplies who may be injured or damaged by Consultant or any of its employees or Subconsultants when (Remove: such claim arises from, is related to, or is in connection with) the Consultant's (Remove: operations or) (Add: negligent) performance under this Agreement; and....	Attachment B Agreement, Page A-5, Section 11.1.4	The Judicial Council declines to make the requested change.
END OF QUESTIONS AND ANSWERS			