

ATTACHMENT 1 TO BULLETIN NUMBER 16  
PART 4 – QUESTIONS AND ANSWERS  
LOS ANGELES COUNTY SHERIFF’S DEPARTMENT

**REQUEST FOR PROPOSALS (RFP) NO. 475-SH**  
AUTOMOTIVE FLEET MANAGEMENT AND MAINTENANCE SERVICES

QUESTION NUMBER	RFP LANGUAGE (IF PROVIDED)	POTENTIAL PROPOSER’S QUESTION	ANSWER
116.	SOW 2.2.10.9 Contractor shall bill County for labor during an emergency as FFS in accordance with Exhibit B (Price Sheet) of Appendix C (Sample Contract). Contractor shall bill for parts and materials at Contractor’s actual cost with tax, plus six percent (6%), for all emergency repair of vehicles that occurs outside of business hours, as approved by County Project Manager or designee.	What was the value of parts and materials charged?	This information is not available from ShopFax.
117.		<p>a. Please explain how your FMS solution enables the user to conduct, update and review asset interventions (inspections, maintenance, etc).</p> <p>b. How does your solution enable intervention planning of assets?</p> <p>c. How is this controlled (time stamped) and managed in the system?</p>	<p>a. All information is entered into ShopFax and a Preventive Maintenance “due” or “overdue” report may be generated based on calendar days and/or mileage, whichever occurs first. Contractor sends Preventive Maintenance due report to the unit contact.</p> <p>b. No planning is done.</p> <p>c. Preventive Maintenances are timestamped. The “due” or “overdue” Preventive Maintenance report is reviewed by Contractor.</p>
118.		Explain how the solution provides the capability for dashboard reporting functions including: A) Dashboard reporting via ‘traffic light’ system/ red/amber/green? B) Dashboard click through navigation for detailed analysis?	There is no dashboard on current ShopFax.

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119.		Please confirm that your solution is capable of delivering Single Sign on (SSO) capability to handle SAML 2.0, ADFS 3.0 and AD authentication as a minimum	Yes the Web Access Server (WAM) product is SSO capable with AD. The WAM service delivers ShopFax in a web browser and runs on the same Azure VM as ShopFax.
120.		Please explain how the master data such as competencies required to complete a work activity/job are held/interfaced from other systems and how these are verified as work is undertaken on assets?	There is no interface with ShopFax.
121.		Please explain how the FMS supports the ability to allocate and record the time required to undertake tasks to employees	Labor times can be assigned in Shopfax.
122.		Can you give any examples of recent process innovations across the fleet maintenance operations that have resulted in benefits to the operation?	No, there are none.
123.		Are there any examples of new technology being used across the fleet?	No examples of any new technology.
124.	SOW 2.0 Staffing, 2.3.7.14 Contractor Employee Qualifications and Training	How many technicians currently hold BAR licensed adjuster certifications, by location?	Currently one licensed headlamp adjuster is at the Eastern Avenue facility. Refer to sub-paragraph 2.3.7.15 for minimum requirement for the BAR licensed technician required under this RFP.
125.	SOW 2.0 Staffing, 2.3.11 Contractor Employee Monetary Incentive Program	What is the current incentive program offered?	This information is proprietary to current Contractor and is not available.
126.	SOW 3.1 Startup and Transition, 3.1.2 STP Requirements, Task-subsection 3.1.2.3.1	What type of items are generally covered repair location regulatory compliance costs?	Including but not limited to: waste fuel, waste oil pick up, waste oil storage tanks, used batteries, tires, fire extinguishers, etc.

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127.	SOW 3.4 Repair Locations and Facility Equipment, 3.4.3 County-Furnished Tools and Equipment, Maintenance and Repair, 3.4.3.13 Replacement of County Tools due to Normal Wear, Obsolescence	What is the estimated annual expense of replacement of County Tools due to Normal Wear, Obsolescence?	Amount is not available. Refer to sub-paragraph 3.4.3.13.2, Contractor shall purchase the item and is reimbursed by the Department.
128.	SOW 3.8 Warranty Work, 3.8.3 Warranty Work, In-House – OEM Authorization	Does the current fleet provider have any in-house OEM warranty authorizations?	No, they have not set up agreements with Original Equipment Manufacturers.
129.	SOW 3.12 Other Contractor-Provided Material, Equipment, and Services (Fixed Price) -subsection, 3.12.2.c	Will the County provide the ERV rims?	Yes.
130.	SOW 3.12 Other Contractor-Provided Material, Equipment, and Services (Fixed Price) - subsection, 3.12.2.i	Does the current fleet provider own all of the current parts cleaning equipment?	Current Contractor contracts with Safety-Kleen services.
131.	SOW 4.0 Fleet Maintenance and Repair Services, 4.1 General, 4.1.6.3 16-Point Inspection	Is the 16-Point Inspection the same form as the Multi-Point Inspection Eastern (MPIE) form, and will this form be used at all repair shops?	No.
132.	SOW 4.3 Preventive Maintenance (PM) Program, 4.3.6 PM Compliance Rate	Is the current provider meeting the 97% monthly PM compliance rate?	Refer to the Monthly Report that was provided on September 27, 2019.
133.	SOW 4.3 Preventive Maintenance (PM) Program, 4.3.12 PM Service Sticker	Does the County provide the PM sticker, if not what is the estimated annual expense for stickers?	No. The cost from January 1, 2018 to December 31, 2018 was approximately \$592.
134.	SOW 4.8 Subcontractor Specialized Services – subsection 4.8.1	What services are currently subcontracted out now, and can you provide the estimated annual expense for each?	Refer to sub-paragraph 4.8 (Subcontractor Specialized Services) in its entirety; and refer to the attached List of Penske Subcontractors and Subcontractors total costs from May 2016-April 2018 that was provided on August 22, 2018.

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135.	SOW 4.9 Labor Time Estimates – subsection 4.9.1.3	Can you provide a copy of a sample repair estimate form?	Refer to the attached Repair Estimate Sheet.
136.	SOW 4.13 Vehicle Yard Check and Reporting, 4.13.6 Reporting	Can you provide a sample of the report that comes from the F.A.S.T program or ShopFax?	No. A report is not generated from the Fleet Asset Status Tracking (F.A.S.T) program.
137.	SOW 4.14 Reworks, Comebacks, Warranty Periods, 4.14.5 Percentage Standards – subsection 4.14.5.4	Is the current fleet provider meeting or exceeding the current rework/comeback standard? What is the standard today?	Yes. Contractor is meeting the 3% standard for the comeback/rework rate. Current Contract states that Contractor shall not exceed a three percent (3%) comeback/rework rate.
138.	SOW 4.18 Car Wash and Detailing Services, 4.18.1 Car Wash Services, 4.18.2 Detailing Services	Which classification of employee is performing this service today?	Body Shop personnel.
139.	SOW– 4.20 Suspected Vehicle Abuse	Can you provide a sample of the form used today, is it manually done or electronic?	There is no form. An incident report is done at the Department locations by Department employees.
140.	SOW 4.23 Emission Testing – subsection 4.23.2	Who are the Emission Analyzer machine vendors for the 3 analyzer machines, does the County pay for this cost or the fleet provider, if the fleet provider pays this cost can you provide the estimated annual expense?	County leases the machines. The Contractor pays for the machines’ maintenance cost. Estimated cost are \$155 a month per machine.
141.	SOW 4.25 Towing and Emergency Road Services, 4.25.3 Towing and Emergency Road Service Within United States	Can you provide the estimated annual expense for this service?	During the time period of April 1, 2017, through April 30, 2018, the approximate expense for towing and emergency road service within the United States was \$196,702.
142.	SOW 4.25 Towing and Emergency Road Services, 4.25.5 Towing Requirements, Buses	Can you provide the estimated annual expense for this service?	During the time period of April 1, 2017, through April 30, 2018, the approximate expense for towing buses was \$17,510.

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143.	SOW 4.26 Mobile Technical Services – subsection 4.26.1	How many and what types of units are at the Mira Loma Detention Center in Lancaster and can you provide a fleet list?	Refer to the attached Mira Loma Detention Center Vehicle List.  *Note: Document was originally provided on March 27, 2019 and is amended to reference the current question number.
144.	SOW 4.27 New Vehicle Receiving, Processing, and Outfitting, 4.27.1 – subsection 4.27.1.1	Does the fleet provider pay for the cost of the DMV paperwork for up to 40 units per month, can you provide the estimated annual expense?	Department pays for the licensing costs.
145.	SOW 4.27 New Vehicle Receiving, Processing, and Outfitting, 4.27.1.6 Reporting	Can you provide an example of the electronic report?	Refer to the Monthly Report that was provided on September 27, 2019.
146.	SOW 4.27.2 New Vehicle Outfitting, General, 4.27.2.5 Fixed-Price New Vehicle Outfitting (Class A) & SOW – 4.27.2 New Vehicle Outfitting, General, 4.27.2.6 Fee-for-Service New Vehicle Outfitting (Class B)	How many employees make up Class A and Class B? Can the same employees perform work in either or both Class A and B?	Technicians are not classified as Class A or Class B.
147.	SOW 4.32 Vehicle Decommissioning Service, 4.32.1 Fixed Price Decommissioning Services – subsection 4.32.1.1	How many employees are typically required for this task?	The current Contractor typically uses one to two employees to complete the decommissioning.
148.	SOW 5.3 Technology Administration and Maintenance – subsection 5.3.2	Can you provide the estimated annual expense for Esker-SmarTerm software, Microsoft Windows and Microsoft Office?	As of October 2019, one Esker-SmarTerm license software cost is \$283 (purchased when a computer goes down); Microsoft Windows upgrade cost \$200 (purchased when necessary; Microsoft Office Suite 2019 cost \$400 (purchased when requested).

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149.	SOW 5.5 Shop Operations - subsection 5.5.5	How many separate Fuel Focus locations are required to be uploaded each business day?	<p>Eastern Avenue Department personnel create an Excel spreadsheet that includes vehicle number, operator/driver, miles, fuel quantity, etc. The sheet is roughly one to two pages (around 1018 entries). The spreadsheet is electronically sent to the Contractor to upload the data into ShopFax. The Contractor’s process roughly only takes a couple of minutes to complete.</p> <p>*Note: The County of Los Angeles has 207 Fuel Focus locations; 27 are for the Department. Department can use any of the 207 Fuel Focus locations.</p>
150.	SOW 8.0 Recordkeeping Requirements – subsection 8.1	Does the County provide the file storage cabinets for maintaining the hard copies of fleet operation records?	Yes.
151.	SOW 10.2 County-Furnished Items – 10.2.3 Facility Telephone Voice and BAR lines	Does the County pay all cost associated with BAR licensing?	No.
152.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.1	At which repair locations are these testing units located?	The testing equipment is currently located at the following four major locations: (Eastern Avenue, STAR Center, Central Jail, and Pitchess Detention Center). It is at the Contractor’s discretion to determine which locations should be supplied with the testing/diagnostic equipment.

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153.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.2	At which repair locations are these testing units located?	The testing equipment is currently located at the following four major locations: (Eastern Avenue, STAR Center, Central Jail, and Pitchess Detention Center). It is at the Contractor’s discretion to determine which locations should be supplied with the testing/diagnostic equipment.
154.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.3	At which repair location is this testing unit located?	Central Jail
155.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.4	At which repair locations are this computers located?	Laptops are given to the Contractor to use as appropriate.
156.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.5	At which repair location is the BMW Motorrad GT testing unit located?	Eastern Avenue
157.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.6	At which repair location is this testing unit located?	Eastern Avenue, Pitchess Detention Center, and Central Jail
158.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.8	Paragraph states there are Dynamometer and five emission test machines, does this mean there are two emission Machines at Eastern or where is the fourth machine located?	Currently, there are four smog testers located as follows: two leased smog testers at Eastern Avenue (one is used with Dyno, the other one is an OBD type), one leased OBD smog tester at STAR Center, and one leased OBD smog tester at Pitchess Detention Center.

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159.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.9	At which repair location is this testing unit located?	Central Jail
160.	SOW 10.2 County-Furnished Items – 10.2.8 ShopFax and Electronic Testing/Diagnostic Equipment – subsection 10.2.8.10	Are all of the 20 ACTIA scanners located at the Central Jail?	6 located at Pitchess Detention Center 2 located at Central Jail 12 located at Eastern Avenue
161.	SOW 10.2.9 Outfitting Parts Purchased by County – subsection 10.2.9.1	Are the specialty wiring and connections for outfitting provided?	No. Only prefabricated wiring loom packages. Contractor will need to make their own looms.
162.	Appendix D-Required Forms, Exhibit 11, Price Sheet, 2.7 Fixed-Price Adjustments for Minimum Staffing Increases or Decreases- 2.7.2 County’s Fixed Rate for Changes in Minimum Staffing	How did the Sheriffs departs arrive at \$65,000 increase/decrease per technician?	Based on the annual salary of the County Power Equipment Technician at the time of the development of the RFP.
163.	SOW Exhibits, Exhibit 3A	The 21 required minimum staffing level for the Eastern Avenue-Body/Outfitting Shop; should these employees be figured into the annual fixed cost or shall they be considered FFS employees?	Yes, they are part of the Fixed-Price Staffing outlined in Exhibit 3A (Minimum Staffing Levels per Repair Location) of Appendix B (SOW Exhibits).
164.	Appendix D-Required Forms 4.5	Does FFS work cover all accident and incident repairs?	All accidents and incidents (i.e. vandalism) where the Contractor may charge Fee-For-Service (FFS) are outlined in sub-paragraph 4.5 of Exhibit 11 (Price Sheet) Appendix D (Required Forms).



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165.	SOW 3.4.3.8 states that Contractor shall supply temporary replacements for County tools when out-of-service time exceeds two (2) business days, at the request of County Project Manager or designee.	There is a rental charge for companies to supply temporary equipment to replace COUNTY tools that are out-of-service for repairs. This charge is in addition to the actual repair charges that are included in the contractor’s fixed price. Will the county reimburse the contractor for rental charges due to the failure of its equipment?	Yes. Department will reimburse for the rental.
166.	SOW 4.34.12.2 states that Contractor shall record the Department File Number for the vehicle accident on the Accident Repair Order prior to closing the Accident Repair Order, regardless of whether or not Contractor is in receipt of a Vehicle Accident Report. Specific procedures for the requirement to obtain the Department File Number and the completed Vehicle Accident Report will be established by County Project Manager or designee on the Work Start Date.	If Department File Number is not provided to contractor in a timely matter, can the Repair Order be closed?	Refer to sub-paragraph 4.34.12.3 of Appendix A (SOW) for exceptions.
167.	SOW 5.4.1.1 states that the Contractor shall open a repair order in ShopFax immediately when a vehicle is brought in for service and that all repair orders shall be closed within one hour of repair completion.	With the way the current staffing plan is structured, it’s not feasible to meet this requirement. Does the LASD have any plans to provide additional office space and staffing to accommodate additional clerks to perform this function?	Currently, there are no plans for additional space.

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168.	RFP 7.0: Proposal Submission Requirements and Section 8.0: Selection Process and Evaluation Criteria 7.9.7.1 Proposer's Background and Experience and RFP 8.4.1 Proposer's Qualifications, pages 32,44	In Section 7.9.7.1 the County instructs Proposers to include resumes for the Project Director and Project Manager. In Section 8.4.1, there is no mention of how the quality of these critical resources will be evaluated. Will the County please specify the evaluation criteria and percentage of points assigned to the quality of the Proposer's Project Director and Project Manager?	The resumes are part of the response to sub-paragraph 7.9.7 (Proposer’s Qualifications) which is worth 20% of the maximum points.
169.	RFP 7.0: Proposal Submission Requirements 7.9.7.2(2)(b) Proposer's References page 33	The prospective contractor is required to submit a list of all Public Entities contracts for the last three (3) years. This could potentially involve hundreds of contracts. Would it be permissible to limit this requirement to just contracts with municipal entities?	No. Please respond as required.
170.	RFP 7.0 Proposal Submission Requirements 7.9.7.3 Proposer's Financial Capability, page 34	The Proposer is required to submit the company's most current and previous two years of audited financial statements. Often statements of this nature have additional reports and narratives that can balloon the documents to hundreds of pages. As our audited financial statements are available publicly, we would request the requirement to be revised to allow a prospective contractor to include instructions on how to access them online. This would save LASD from receiving a proposal with six-hundred or more additional pages with no benefit to their evaluation.	Proposer may submit one (1) hard copy of the audited financial statements with the “original” Proposal <b>and</b> five (5) flash drives of the audited financial statements for the five (5) numbered exact hard copies.

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171.	RFP 7.0: Proposal Submission Requirements and Section 8.0: Selection Process and Evaluation Criteria 7.9.8 Proposer's Approach to Provide Required Services and 8.4.3 Proposer's Approach to Providing Required Services, pages 34, 45	In the second paragraph of Section 7.9.8 the County states Proposers "should address all requirements of the Statement of Work (SOW) including but not limited to, how the work will be performed..." The SOW includes over 100 individual requirements. We assume the County does not intend for Proposers to include a separate section header for literally "all requirements" in the SOW, but rather to use discretion as to how groups of requirements should be addressed. Is that correct?	Proposer should address all requirements under broader headings.
172.	RFP 8.4: Business Proposal Evaluation and Criteria (70%) 8.4.1, Proposer's Qualifications, pages 44, 45	Due to the potential 10-year term of this Contract, we assume LASD requires Proposers to include information about all M&A activity over the past 10 years as an indication of the Proposer's financial stability. Is that correct?	Proposer must meet requirements and provide the information required in the RFP.
173.	SOW General	For the up fitting work currently being performed by Penske at their shop in Montebello, will this work come back to Eastern Ave. or will the new Contractor be expected to provide their own facility? If the latter, will the Department share in the costs of this facility?	Work will return to Eastern Avenue where it was previously performed.
174.	SOW 2.1.2. Staffing Levels Schedules, General, page 5	Consistent with the County’s preference to support Small, Social and Disabled Veteran Enterprises, will teaming with these types of businesses to provide some of the minimum onsite staffing required satisfy the dedicated, full-time, forty (40) hour week Contractor employees requirements in Section 2.1.2?	While subcontracting with qualified preference vendors is encouraged, they do not count toward your minimum staffing.

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175.	SOW 2.2.10. Staffing During Emergencies, 2.2.10.4, page 8	Section 2.2.10.4 says that the Contractor shall provide the required staffing during an emergency and that the County's Project Manager reserves the right to determine what those staffing levels will be. Please confirm that the staffing levels mandated by the county during an emergency would not exceed the total staffing levels prescribed in the RFP.	Yes, that is correct.
176.	SOW 2.3 Staff Qualifications and Training ; 2.3.7.1, page 14	Appendix A Section 2.3.7.1 indicates Contractor's training shall include a demonstration of performance. Will the County please define what is meant by a demonstration of performance?	County wants the Contractor to ensure that its employees working on vehicles are experienced in vehicle repair/maintenance. That requires a hands on demonstration by the employee to show he has the knowledge. County does not want this to be an “On The Job Training” facility due to the nature of police vehicle usage.
177.	SOW 2.3.7 Contractor Employee Qualifications and Training; 2,3,7.15, page 19	Please confirm that the requirement "Contractor shall perform headlight alignment prior to returning the vehicle to service" refers only to vehicles that have had body damage repair in the body shop.	Yes, other than the requirements outlined in sub-paragraph 2.3.7.14 in Appendix A (SOW), the only other time this would need to occur would be if the headlamps were replaced. Standard practice requires aiming the headlamps after replacement.
178.	SOW 3.6 Hazardous and Non-Hazardous materials, Handling; 3.6.1.1, page 37	The RFP states the Contractor shall draft a hazardous material spill containment plan (HMSCP) and include it in the Operational Plan. Will the Department please confirm the SPCC plans are already in place for each shop location? If so, we assume those documents can be used as a reference during the preparation of our proposals. Is that correct? Will the Department please make those documents available.	The current HMSCP is proprietary to the current Contractor and not available.

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179.	SOW 3.10.3 Quality Standards: 3.10.3.1 a, Mechanical Body and Paint Repair, page 43	The RFP states the "County Project Manager or designee shall have sole authority to determine OEM equivalents for all parts categories". This requirement leaves the Contractor potentially vulnerable to being required to unnecessarily purchase overpriced parts. Can the requirement be limited to meeting or exceeding OEM specifications?	No. It will remain as written.
180.	SOW 3.12 Other Contractor-Provided Material Equipment and Services (Fixed-Price) 3.12.2 c, page 52	The RFP requires the Contractor to supply ERV rims for patrol vehicles. Has the County developed an inventory control of lost, or misplaced, wheels and tires from the trunks of the patrol cars?	ShopFax is the current Fleet Maintenance Information system used to track parts inventory. An initial inventory of wheels/rims will be taken at Start-Up, County will purchase any additional wheels/rims needed per sub-paragraph 3.13.1.b., Appendix A (SOW). Then Contractor will be responsible to maintain and track ERV rim inventory per sub-paragraph 3.12.2.c, Appendix A (SOW).
181.	SOW 4.3.10 Marine Vessels (Boats) PMs 4.3.10.1, page 60	Does the Department consider, in the definition of “Associated Marine Equipment”, the Buoy maintenance at Marina Del Rey?	No. Department maintains the buoys.
182.	SOW 4.8 Subcontractor Specialized Services; 4.8.8, Subcontracting within Five-Mile Radius, page 65	a. Will the subcontractors that are currently exempted from the five-mile radius requirement continue to be exempted? b. Will exceptions to the requirement be made when there is not a vendor for the work needed within a five mile radius.	a. No. This is a solicitation for a new contract and subcontractors must re-qualify for exemption. b. Refer to sub-paragraph 4.8.2. Exceptions will be as determined by County Project Manager or designee.

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183.	SOW 4.18 Car Wash and Detailing Services; 4.18.2, page 81	a. Will the Department provide a “Detail Site” inside the Eastern avenue facility to perform the work and b. can the Department schedule four cars per day?	a. Currently, the vehicles are detailed in the Body Shop at Eastern Avenue.  b. Yes. Sub-paragraph 4.18.2 (Detailing Services), of Appendix A (SOW), Contractor shall perform up to two (2) vehicles per business day under Fixed-Price. Any above or in excess of the two (2) shall be Fee-for-Service.
184.	SOW 5.0 Fleet Management Information Systems and Services; 5.3.7.4 ShopFax Maintenance, page 114, 115	Will the Department provide a listing of spare equipment necessary to support all shop locations and access points?	Refer to sub-paragraph 5.3.7.4, Appendix A (SOW), lists the minimum supply.
185.	SOW 5.0 Fleet Management Information Systems and Services; 5.3.7.5 ShopFax Maintenance, page 115	Will the Department provide a list of the tools needed to meet this requirement?	It is the standard computer maintenance tools.
186.	SOW 5.0 Fleet Management Information Systems and Services; 5.3.7.8 ShopFax Maintenance, page 115	Would this requirement be waived if the failure was due to circumstances beyond the contractor’s control?	No. Sub-paragraph 5.3.7.2, Appendix A (SOW) lists the only exception. Any other exception would be on a case by case basis and at the discretion of the County Project Manager or designee.
187.	SOW 8.0 Record Keeping Requirements; 8.1, page 147	For this requirement, what means of electronic storage is desired and is this something that the County is providing?	No, Contractor shall provide as part of Fixed-Price.
188.	SOW Exhibits 1 and 1A Vehicle Inventory	For Contractor's liability insurance purposes, is the Contractor anticipated to be required to perform tug services to transport County's boats in the water?  If so, how many tug movements per year are estimated that the Contractor will need to perform?	No. Department County handles the towing of boats.

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		What is the anticipated maximum distance for the Contractor to need to tug County's boats?	
189.	Appendix C - Sample Contract; 7.6.2 Confidentiality; 8.6.2 Compliance with Applicable Law; 8.23 Indemnification, page 13, 19, 30, 43	We request that the County replace "any and all" with "actual third-party", remove "without limitation" and limit the indemnity to only negligent acts or willful misconduct of the Contractor.	All proposers are required to submit a proposal in response to RFP-475-SH as written. However, if you have any exceptions, please refer to and comply with subparagraph 7.9.11 (Terms and Conditions in Sample Contract, and Requirements of the Statement of Work (SOW): Acceptance of/or Exceptions to) of the RFP.
190.	Appendix C - Sample Contract; 8.16 Damage to County Facilities, Buildings or Grounds, page 26	Does Section 8.16 apply only in instances where damage is caused by the <i>negligence</i> of Contractor or employees or agents of the Contractor?	No. All instances.
191.	Appendix C - Sample Contract; 8.17.2 Employment Eligibility Verification, page 27	We request that the County replace "alleged violation" with "actual violation".	All proposers are required to submit a proposal in response to RFP-475-SH as written. However, if you have any exceptions, please refer to and comply with subparagraph 7.9.11 (Terms and Conditions in Sample Contract, and Requirements of the Statement of Work (SOW): Acceptance of/or Exceptions to) of the RFP.
192.	Appendix C - Sample Contract; 8.26.1 Liquidated Damages, age 36	As this provision gives the Sheriff wide rights in withholding payments, we suggest that a period of 5 days to remedy any non-compliant situation be afforded the Contractor prior to withholding of payments. Additionally, we suggest the removal of “may withhold the entire monthly payment” from this section.	All proposers are required to submit a proposal in response to RFP-475-SH as written. However, if you have any exceptions, please refer to and comply with subparagraph 7.9.11 (Terms and Conditions in Sample Contract, and Requirements of the Statement of Work (SOW): Acceptance of/or Exceptions to) of the RFP.

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193.	Appendix C – Sample Contract; 8.28.6 Nondiscrimination and Affirmative Action, page 41	We assume virtual access to the Contractor's employment records is acceptable to meet this requirement if those records are not available in hard copy. Is this correct?	Yes, however Contractor must provide a valid reason why hard copy is not available or must provide hard copy if requested by County, California Fair Employment and Housing, or the Federal Equal Employment Opportunity Commission.
194.	Appendix C - Sample Contract; 8.36.2 Public Records Act, page 43	With regard to the County's potential need to defend an action on a Public Records Act request, we suggest the County revise the language in this section by replacing “in action or liability” with “actual third party claims” and replacing “arising under the Public Records Act” with “due to the Contractor’s negligence or willful misconduct in relation to the Public Records Act.”	All proposers are required to submit a proposal in response to RFP-475-SH as written. However, if you have any exceptions, please refer to and comply with subparagraph 7.9.11 (Terms and Conditions in Sample Contract, and Requirements of the Statement of Work (SOW): Acceptance of/or Exceptions to) of the RFP.
195.	Appendix D - Required Forms; General	If a Required Document is not applicable to the Proposed Contractor and will be left blank (i.e. Exhibit 7 Request for Preference Program Consideration, Exhibit 17 Living Wage Program - Application for Exemption, etc.) does the Contractor still need to submit the form(s) within their Proposal?	Proposer must follow instructions on each Exhibit of Appendix D (Required Forms).
196.	Appendix D - Required Forms: Exhibit 11, Price Sheet, ref. questions 8, pages 1-12	Request County provide the last two years of invoices summarized by month for the following categories: Fixed Price, FFS with and without Boats, Direct Purchase, Body Shop Billing, TRAP FFS, and MDC Retrofitting	Refer to the attached Invoice Breakdown by Month for May 1, 2016 to April 30, 2017 and May 1, 2017 to April 30, 2018.  Note: Documents were originally provided on March 27, 2019 and are amended to reference the current question number.
197.	Appendix D - Required Forms:	Request County to provide last two years of labor hours for Lt/Med/Boat	Refer to the attached Boat Labor Hours document for 2016/2017.



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	Exhibit 11, Price Sheet; Eval Proposal Costs, page 1-12	Mechanical Repair, Lt/Med/Boat Body and Paint Repairs, Off Hwy Equipment Repairs, Heavy Vehicle Mechanical Repairs, Motorcycle/ATV Mechanical Repairs,, Paint Material Hours, Single and Multiple Stage. Will County affirm that, in addition to the Fixed Price proposed, that the proposed labor rates and paint material hours will be included in proposal cost evaluations, based on historical/projected labor.	Note: Document was originally provided on March 27, 2019 and is amended to reference the current question number.
198.	Multiple	Throughout the RFP the words as directed by, as specified by, at the sole discretion of the County Project Manager or designee are used to allow the Department to adjust services during contract performance. While we are capable and supportive of adjusting to the changing needs of the Department in many cases these changes have material cost impacts on the Fixed Price contract that are impossible for bidders to project and estimate. Will the Department provide a price adjustment mechanism so changes in the cost of providing services can be addressed during contract performance? An example from Section 3.4.1.10 essentially requires Proposers to cost services to clean all restrooms even though not all services may be required.	All proposers are required to submit a proposal in response to RFP-475-SH as written. However, if you have any exceptions, please refer to and comply with subparagraph 7.9.11 (Terms and Conditions in Sample Contract, and Requirements of the Statement of Work (SOW): Acceptance of/or Exceptions to) of the RFP.
199.	SOW 6.0 Hours of Operations – 6.1 Work Schedule – subsection 6.1.2.3	Is the requirement for customer service staff in addition to the staffing positions listed in Exhibit 3A?	Proposer may use the twelve (12) Technicians (Relief/Additional Support Staff) as listed in Exhibit 3B (Administrative and Other Required Staffing Level), of Appendix B (SOW Exhibits) to fulfill this requirement or they may bring in additional staff.

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200.		Explain how your solution monitors the health and performance of each asset over its lifecycle. Explain which key performance indicators are measured. How is this data captured and what analysis is performed?	This is done through ShopFax based on the information entered by Contractor. PM plan monitors performance including but not limited to PM, repair orders, and from mileage. No analysis is done.
201.	<p>SOW 4.9.4.1 - 4.9.4.3 Contractor’s failure to complete work within the general repair time requirements (sub-paragraph (General Repair Time Requirements)) or to receive a written extension of time will, in addition to other remedies, result in County’s assessment of liquidated damages in accordance with Appendix B (SOW Exhibits), Exhibit 8 (Performance Requirements Summary (PRS) Chart). In addition, County may elect to proceed with said repairs utilizing County staff, obtain repairs from outside vendor repair locations, or utilize any combination of such services.</p> <p>4.9.4.2 In such event, Contractor shall credit the County for the total of all invoice costs paid by County to any outside vendor(s),</p>	<p>a. Are the liquidated damages outlined in this section in addition to the Liquidated Damages that we would assess ourselves as outlined in 8.26.5?</p> <p>b. Do liquidated damages reset to first infraction on each anniversary date of the contract?</p>	<p>a. Yes. Refer sub-paragraph 9.1.3 (Credits for Contract Discrepancies) of Appendix A (SOW) and sub-paragraph 8.26.5 of Appendix C (Sample Contract).</p> <p>b. No.</p>

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	<p>inclusive of, but not limited to, vendor’s labor, parts, taxes, and transportation costs, as applicable. In like manner, Contractor shall also credit the County, when applicable, for County’s fully-burdened labor costs, plus parts, taxes, and transportation costs, as applicable.</p> <p>4.9.4.3 Contractor shall apply such credit to County’s most current invoice following completion of repairs in an amount determined by County Project Manager or designee. Such credit shall include all assessed liquidated damages, in the sole discretion of County Project Manager and/or County Project Director.</p> <p>c. SOW 2.1.1; In some instances, such as 2.1.1 where there is a \$200/\$400/per employee daily assessment for not providing the minimum staffing at any location, a situation that could be caused by an unplanned absence (2.2.1), which also carries its own liquidated damages of \$200/\$400/per employee per absence.</p>	<p>c. When such a circumstance occurs, is it the County’s intention to assess multiple and/or maximum liquidated damages or to assess a single penalty when more than one performance requirement may apply?</p>	<p>c. It is dependent on the situation, however, It is at the sole discretion of the County Project Director and/or the County Project Manager.</p>

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	<p>d. SOW Exhibit 8 Performance Requirements Summary, pages 1 of 41</p>	<p>d. We request clarification of the difference between “assessments” and “liquidated damages”.</p> <p>We assume the deficiency credits in Exhibit 8, Performance Requirements Summary (PRS) Chart, are the liquidated damages. Please confirm.</p> <p>What is the definition of, and amounts associated with, “assessments” as these seem to be separate penalties from the defined liquidated damages?</p>	<p>d. Assessment and liquidated damages mean the same thing.</p>