**On-Call Construction Management and Inspection RFP**

Answers to Submitted Questions in *Italics*

(Updated 6-16-21)

1. Regarding RFP Section 1-C-1: Will all staff that would be required for a task order be site-based on a full-time basis?

*Task orders may contain a combination of full-time site-based personnel, in addition to part-time, off-site based personnel.*

1. Regarding RFP Sections 1-C-1; 4-C-h; and 4-C-i: If a task order requires any staff that would not be committed full time to the project, will EBMUD consider modifying the RFP to include two separate EOPRs for each firm - one for full-time site-based staff and one for part-time project staff? And would a higher maximum billing rate be considered for staff that are not assigned full-time?

*No to both questions.*

1. Regarding RFP Section I-C-1: Will office space be provided at the project construction sites by EBMUD, or by the construction contractors, for use by the consultant's site-based staff?

*Office space for full-time site-based personnel will be provided by the construction contractors as required by each specific contract.*

1. Regarding RFP Section III-B: The table on Page 13 states "Points will be given for local businesses, small businesses, and diversity of subconsultants/team members." (no mention of DVBE). On Page 14, a partially conflicting statement is found: "The assigned CEP Administrator will assess the proposal eligibility for SBE or DVBE preference points and assign a rating bonus to the written proposal score, if applicable." (no mention of LBE). Please clarify whether preference points will be given for local businesses, small businesses, and/or disabled veteran businesses.

*Disabled Veteran Business Enterprises are considered equivalent to Small Business Enterprises as noted in the Contract Equity Guidelines which are published at the link on PDF Page 34 of the RFP (*[*https://www.ebmud.com/business-center/contract-equity-program/*](https://www.ebmud.com/business-center/contract-equity-program/)*). Points will be awarded for local businesses, small businesses (including Disabled Veteran Business Enterprises), and diversity of subconsultants/team members.*

1. For the construction inspector certifications section: “Mechanical - nationally and construction industry recognized technical certification”, would Certified Commissioning Professional (CCP) qualify?  The CCP designation is recognized world-wide in the industry and has been accredited by the American National Standards Institute (ANSI) based on the International Standard ANSI/ISO/IEC 17024:2012.

*Yes, the CCP credential would be acceptable as a mechanical technical certification for construction inspectors.*

1. Reference RFP section I-C-4-d: For several of the construction inspector roles, the qualifications include “nationally and construction industry recognized technical certification”.

Would a professional engineering license satisfy this requirement?

*A professional engineering license will satisfy the requirement. However, the candidate must also have inspection experience.*

Would a baccalaureate degree in a relevant engineering discipline from an accredited institution satisfy this requirement?

*An engineering degree will satisfy the requirement. However, the candidate must also have inspection experience.*

1. If a firm is a subcontractor under an awarded Prime Contractor for the As-Needed CM&I Services, would they still be considered eligible for selection as a Prime Contractor for any projects that would not be administered under the As-Needed contract, including the Orinda project?

*Yes.*

1. Regarding the upcoming Orinda RFP, would EBMUD prefer to select Prime and Subcontracting firms that are not committed to the As-Needed CM&I Services contract?

*EBMUD would prefer to spread the work out to as many firms as possible on all the contracts to enhance the availability of personnel for the various project needs while also achieving its contract equity program objectives.*

1. During the Pre-Proposal Forum on 5/10, it was stated that only a narrative describing Good Faith Efforts would be required, in lieu of Form P-041. Please confirm that CM firms are only obligated to complete forms P-025, P-040, and provide a GFE narrative to satisfy the RFP requirements for the Contract Equity Program.

*Yes, a P-025, P-040, and narrative would be sufficient. Firms may also opt to use the P-041 form to document their Good Faith Efforts.*

1. Please clarify the desired organization for the submittal in response to the RFP for As-Needed Construction Management (CM) and Inspection Services. Pages 19-25 provides detail about the Response Format and Exhibit A provides detail about "Required Documentation and Submittals". Page 19 of the RFP under C.1. states that the "proposer shall not modify any part of Exhibits A, B, C D, or E or qualify their RFP responses." Section C.3. lists other sections that should be in the proposal such as an Executive Summary, Team Member Qualifications, and Work Approach that are not listed in Exhibit A. Please clarify the desired organization for the items listed in Exhibit A and the items listed in Section C.3. Is it the intent of the District to request different but similar information for the proposal and Exhibit A, resulting in two sections that have different but similar information?

*It is not the District’s intent to duplicate information. Exhibit A contains the standard requirements typical for all types of proposals. For this particular RFP, please provide the information requested in Section C.3 in lieu of the information requested in Required Documentation and Submittals, Items 2 & 3 in Exhibit A.*

1. Regarding the CEP program, in EBMUD’s evaluation of the proposal regarding meeting the CEP, what are the guidelines of getting the higher scores?  Is it more firms that CEP prioritizes, the higher score?  Is there a minimum contract amount that the subconsultant must have? Does EBMUD have a list of SBE WBE MBE companies that we can contact?

*Guidelines for actual diversity of the proposed team vary based on the individual team approach to the project and the identification of applicable “teaming” opportunities, if any. Typically, there is no minimum subconsultant dollar amount however the distribution of work should be reasonable and align with the proposed workplan for the successful completion of the project. Consideration will be given to the firm’s Good Faith Outreach Efforts to meet the overall intent of the Contract Equity Program based on their project approach. Therefore, more information may be requested after proposals are submitted.*

*Guidelines for how small businesses are defined per the stated size standards (refer to the Contract Equity Program guidelines published here:* [*https://www.ebmud.com/business-center/contract-equity-program/*](https://www.ebmud.com/business-center/contract-equity-program/)*) and consideration will be given to any small business subconsultant(s) doing at least 25% of the project.*

*Guidelines for local businesses are based on whether or not a firm is headquartered in one of the counties listed in the guidelines or if they have an office in one of those counties.*

*Firms are able to contact the Contract Equity office at 510-287-0114 with the type of firms they are looking for and we can generate a list from our database.*

1. Can a firm quote only Electrical Inspection Services? I.E. Inspect Underground/Overhead Conduits, Grounding, Ground Bushings, Cadweld Type connections, Wiring Insulation type, Link Seal installations, Expansion couplings, Color Coding, Medium Voltage Terminations, Seismic Anchoring for electrical equipment,  types or wire XHHW-2,  NFP70AE compliance and written procedures for electrical safety on startup and shutdown. Inspect Grounding for instrumentation, wire tags, cable tags, Instrument Tags, Conduit Anchoring. Lighting Controls. etc... standard Instrumentation and Electrical Specifications on all EBMUD projects.

*A prime proposal must include all of the services listed under Section I.C.2 of the RFP, and prime proposers must meet all of the minimum qualifications listed under Sections I.B and I.C.3.a. A firm may provide technical services in a specific area (e.g. electrical inspection) as a subconsultant to a prime proposer, provided they meet the minimum qualifications set forth in Section I.C.3.b for the technical/business field their proposed services fall within.*

1. Is having a general electrician certification from the state of California DIR or a journeyman’s card from the IBEW acceptable as alternative for required certification for the electrical inspector?

*Yes, to both.*

1. Is there a page limit to the proposal?

*No.*

1. How many new firms are you looking to hire?

*The District intends to award up to three contracts.*

1. What was the date for award shop inspection?

*The Supplemental Shop Inspection contract is set for award on August 10th, 2021 at the regular EBMUD Board Meeting.*

1. For the requirement for certain staff to have 10 or more years of experience, does that include water and wastewater, or only water?

*The District will consider both Water and Wastewater experience.*

1. Will the San Leandro project you showed us be advertised as a separate CM contract the same as Orinda?

*No, the San Leandro project is part of this RFP.*

1. Why does the Resident Engineer require a PE license when she won't being performing design?

*Typically, the use of the title Resident Engineer infers the possession of a PE license.*

1. What consultant CM positions will be sought for the Orinda UV project?

*The Orinda UV project will be the subject of a separate RFP to be issued at a later date.*

1. Does EBMUD have a list of local businesses and small businesses?

*Please contact the EBMUD Contract Equity Office at 510-287-0114.*

1. Can Minority subconsultants join multiple Prime teams?

*Yes.*

1. Per page 20 of the RFP, Section f. Reference Projects: are proposers only allowed two highlight projects? May we include additional projects? Subconsultant projects?

*Proposers may include projects beyond the two required, and may include projects where they served in a subconsultant capacity.*

1. The RFP requests support with testing, startup, and commissioning assistance, but a specific role is not identified for this function. What kind of support is expected, and which of the identified team members should have these abilities?

*The Prime Consultant may propose individuals with startup experience. The individual may be a full-time team member, or a part-time specialist.*

1. Please clarify how the preference points / rating bonus will be assigned based on prime, potential joint venture, and subconsultant certification, gender, or ethnicity of business owners. Page 14 of the RFP as well as Page 3 item 11 of Exhibit A imply preference points/rating bonus based on SBE or DVBE status by proposer, and/or subconsultants. Presumably this refers to State of California DGS certification, can you confirm this? Page 14 refers to the Contract Equity Program. However, the actual Contract Equity Program Guidelines do not mention SBE/DVBE designation/certification, and instead require representative participation by ethnic and gender diversity in business owners.

*Please see the response previously posted to the EBMUD website.*

1. Will an addendum be issued to capture the Q&A today?

*The Q&A will be posted to the website. An addendum will be issued in response to Question #27 below.*

1. For the RE quals, will a Certified Construction Manager (CCM) be accepted in lieu of a PE?

*Yes. An addendum will be issued to confirm this allowance.*

1. Are there DBE / SBE / MBE % goals for this contract?

*Please see the previous response posted to the ebmud.com website.*

1. Will proposed team members with refinery or chemical facility construction experience be considered acceptable*?*

*The District will consider all candidates proposed.*

1. For the role of Resident Engineer, would the client consider waiving the PE requirement if the individual has a construction management (CCM) certificate and/or years of experience in that position?

*Yes.*

1. For the role of Construction Scheduler, would the client consider waiving the college degree requirement if the individual has a solid background and years of experience in that position?

*Yes.*

1. The RFP Response Format asks for two reference projects, including client contact information. Exhibit A provides a References form stating five references are required. Please clarify a) the minimum number of references to be provided, and b) if we are to use the References form for this information, and/or to put it in the proposal narrative.
2. *The Prime must provide a description of the two (2) most recent, relevant construction projects previously managed by the Prime Proposer.*
3. *Please fill in the contact information for the 5 references on the form provided.*
4. For both the RFP and its forms, and the Contract Equity Program and its forms, the PDF files are password protected, thus requiring a hard copy be printed and filled out. We respectfully request non-restricted versions of these files so that we may complete the required forms electronically.

*Unlocked PDF files of the RFP Exhibits and CEP forms have been posted as requested. These files are provided solely for the convenience of proposers and in the event of discrepancies between the original (secured) RFP/official CEP forms and the unlocked versions, the original secured versions shall supersede the unlocked versions.*

1. Regarding question 10 in the posted Questions & Answers, please advise where the Overhead and Profit Schedule is to be placed in our response: as part of the RFP’s C.3 substitution for Required Documentation and Submittal items 2 and 3 in Exhibit A, or as Exhibit E at the end of the response packet

*The Effective Overhead & Profit Rate (EOPR) must be submitted as a separate file in Excel format.*

1. RFP, Section IV.B.2, states: “Proposer’s name and the RFP number and title must appear in the subject line of the e‐mail.” Please advise on the RFP number.

*There is no number associated with this RFP; the title will be sufficient.*

1. Regarding insurance, our company can readily meet the requested requirements. We are willing to provide an industry standard ISO Certificate of Insurance along with the required endorsement forms to evidence our insurance coverage. Our insurance brokers/agents indicate that the standard ISO Certificates of Insurance already serve as verification of insurance, and requiring additional verification forms signed by the broker/agent is not necessary. We respectfully request that this requirement be relaxed.

*This requirement cannot be relaxed.*

1. We respectfully request permission to use the EBMUD logo for inclusion in the organization chart and potential graphics only for the As-Needed CM and Inspection Services proposal. If there is a formal file to be used, please advise if we should request it via email to constructionstrong@ebmud.com.

*Various versions of the EBMUD logo are readily available online, and may be used for illustrative purposes within proposals submitted in response to this RFP.*

1. In addition to key and non-key positions, may we include personnel for material testing, hazardous material testing, and geotechnical inspection as is mentioned in the RFP?

*Yes.*

1. Does the Electrical Inspector need to have a Certificate with NFPA 70E Electrical Safety In the Workplace? How current does it need to be if so?

*It’s not clear if this question is referring to the Certified Electrical Safety Compliance Professional (CESCP) or Certified Electrical Safety Technician (CEST) credential, which are issued by NFPA and based on knowledge of NFPA 70E, or simply a certificate of NFPA 70E training completion. The Electrical Inspector should possess, at a minimum, an NFPA 70E training completion certificate in order to safely perform their job duties.*

1. Regarding “Certification in the appropriate category needed to perform construction inspection according to the best industry practice, specifically **Electrical/I&C** – International Code Council Commercial Electrical Certification…” Will a certificate with NFPA 70E Electrical Safety in the Workplace qualify for an equal certification?

*An NFPA 70E Electrical Safety in the Workplace certificate, by itself, is not sufficient to qualify an individual to be an Electrical Inspector.*

1. Regarding the cost spreadsheet, what should we assume as the participation rate of the individuals since it is an on-call RFP?

*The estimated participation percentage listed on the Overhead and Profit Schedule is for companies, not individuals. Please assume a distribution of services under this RFP as follows:*

*- Construction Administration and Change Management: 35%*

*- Construction Inspection: 40%*

*- Materials Testing: 5%*

*- Project Controls: 15%*

*- Construction Safety: 5%*

*And allocate participation among firms within your bid based on the services they provide according to the above distribution. Note that the percentages listed are for the purpose of proposal review only; actual percentages will vary depending upon the District's needs during the course of the contract.*