

RESPONSES AND CLARIFICATIONS
TO THE REQUEST FOR PROPOSALS NO. 89
DSA INSPECTOR OF RECORD (IOR) SERVICES AT VARIOUS DISTRICT
PROJECTS

Q1: With respect to local area businesses, we are located in Los Angeles County and would use DSA IOR's located in San Bernardino County. Would this fulfill the local area business requirement?

A1: It is encouraging to see involvement of inspectors located in San Bernardino County; however, the RFP requires that to meet the local participation criterion, local inspectors within the boundaries of the City of San Bernardino should be utilized.

Q2: With respect to the resume component section of the document, it specifies that an IOR may only be submitted by one firm and if included, in multiple firm submissions, the firms will have points deducted in the qualification process. We understand the reason for this and it is our policy to only submit IOR's that:

- (1) are currently available in the geographical area,
- (2) have agreed to work with us, and
- (3) have agreed to have us submit them for your project.

However, we are aware that some firms will submit people from their data base without having contacted them. We have no control over how other firms conduct their process. What is it that will assure you that we have the right to submit the staff resumes presented? How can we demonstrate this in the proposal process to protect ourselves, since we would have no knowledge or control over the conduct of others?

A2: The District understands this dilemma and in order to resolve this situation, we advise that all proposers obtain (and if they wish, provide to the District) affirmative statements from their inspectors authorizing the responding firm to submit their name and resume for this procurement. The statement should include a provision wherein the IOR verifies that no other firm is authorized to submit their name and resume for this purpose. This approach will eliminate the duplicity and ensure fairness across the board.

Q3: If we submit a proposal in response to the RFP will it be reviewed or considered non-responsive if we do not have the 5 years experience as a

- DSA IOR firm, even if we have been providing DSA special inspectors and laboratory testing (LEA 146) for almost 10 years?**
- A3:** The District recommends at least five years experience for proposing firms and/or individuals. Any firm with less than five year experience in DSA IOR services is welcome to submit proposals. However, the maximum points for experience may not be given to that particular firm due to the limited number of years of experience. In such a case the proposal will not be considered non-responsiveness but rather receive lower points for the number of years.
- Q4:** Is this a request for Inspector of Record only? The rate sheet is asking for special inspector rates, as well. DSA has been quite clear that all special inspections must be provided through a DSA LEA laboratory. Inspectors of Record are not allowed to hire special inspectors or LEA laboratory services. However, the Inspector of Record can work for an LEA laboratory.
- A4:** There are different categories of Special Inspection Services e.g. Structural Masonry, Structural Steel and Welding, Spray-Applied Fireproofing, Reinforced Concrete, Pre-stressed Concrete and Pile Driving. Where the proposing firms/individuals hold multiple certifications, they are welcome to provide the rates for the "special inspector" category. Otherwise, it could be left blank and will not be marked as a penalty against the proposer.
- Q5:** How an Inspector of Record would be able to meet the requirement that at least 10% of the Inspector of Record contract be set aside by the selected firm(s) for local businesses. Once an inspector is approved by DSA to provide inspections for a project then that inspector only must complete 100% of the Inspector of Record duties for that project. It is our understanding from reviewing the RFP that "local business" means that the business must have a physical office in the City of San Bernardino.
- A5:** It is required of the proposing firms (not the individual IORs) to meet the local participation requirement. Examples of utilizing local businesses and labor force may include, but are not limited to, the following: hiring personnel (IORs, assistant inspectors, or even inspector trainees) located in the City, utilizing businesses within San Bernardino, (e.g. car rentals, equipment stores), et cetera.