

ADDENDUM # 1

**CITY OF TORRANCE
3031 Torrance Blvd.
Torrance, CA 90503**

RFP NO. B2022-25

RFP for Graffiti Removal Services for the City of Torrance

ADDENDUM # 1- Issued 05/18/2022

THE FOLLOWING CHANGES ARE HEREBY INCORPORATED INTO AND MADE A MANDATORY PART OF SUBJECT RFP:

CLARIFY: The RFP Due Date remains on **Monday, May 23, 2022 by 3:00 PM** in the Office of the City Clerk, 3031 Torrance Blvd., Torrance, CA 90503.

Below are questions raised during the RFP preparation period with answers in bold:

1. Is the city's current graffiti removal contract a public works project subject to DIR regulations? If so, what is the contract's DIR PWC-100 number?

The Request for Proposal (RFP) relates to a new Graffiti Removal Services contract. Requests for Information (RFIs) seeking information related to prior contracts are not applicable. Proposer is directed to carefully review the requirements of the current RFP.

2. How many service trucks/employees is the current contractor dispatching daily to the city?

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3. How many hours per day is the contractor's service personnel required to be on-site in the city?

Please refer to the RFP. Proposer is expected to fulfill the requirements of the RFP.

4. Page 9, item titled, Average Incidents at the City of Torrance: - What constitutes an "incident" of graffiti for the city?

Any unauthorized posting constitutes an "incident" of graffiti for the city.

5. Is repairing etched glass to be included in the Daily Cost Per Crew rate? If so, please provide historical stats, such as the number of incidents and total square feet serviced under the current contract since date of award.

Glass repair is separate rate that is not included in the Daily Cost Per Crew rate. Request for Proposal (RFP) relates to a new Graffiti Removal Services contract. RFIs that seek information related to prior contracts are not applicable. Proposer is directed to carefully review the requirements of the current RFP.

6. Price Proposal, item B. – How many daily crews is the city requiring for graffiti removal services?

Proposer is expected to fulfill the requirements of the Request for Proposal (RFP).

7. What are the current rates the city is paying for bus stop maintenance services?

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8. Page 11, item Scope of Work, B.3. – Is the contractor expected to dispatch a crew for emergency removals within 4 hours, 7-days per week, 24hrs a day, including after hours or Monday thru Friday, during normal business hours?

Yes, the contractor is expected to dispatch a crew for emergency removals within 4 hours, 7-days per week, 24hrs a day, including after hours on Monday through Friday, during normal business hours.

9. How many emergency removals had to be performed under the current contract since it was awarded?

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10. Page 18, items 21.b., e., and f. - Are materials (paint, primer, solvents, etc.) to be billed separately?

Yes, materials (paint, primer, solvents, etc.) are to be billed separately.

11. Please provide a copy of the Contract Services Agreement to obtain information on the insurance requirements. The agreement was not attached to the RFP for review and questions.

See Contract Services Agreement attached.

12. How many days per week is the current bus stop maintenance service performed?

The Request for Proposal (RFP) relates to a new Graffiti Removal Services contract. RFIs that seek information related to prior contracts are not applicable. Proposer is directed to carefully review the requirements of the current RFP.

13. How many bus stop maintenance service crews are being dispatched daily under the current contract?

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14. What wage determination and classification is the current contractor using for the current contract?

It is the responsibility of the Proposer to determine the correct prevailing wage determination(s) and classification(s) for the contract. The City is seeking experienced and knowledgeable Proposers to submit proposals for this RFP.

15. Is the City requiring contractor to pay its service personnel prevailing wages for the patrolling portion of these services?

It is the responsibility of the Proposer to determine the correct prevailing wage determination(s) and classification(s) for the contract. The City is seeking experienced and knowledgeable Proposers to submit proposals for this RFP.

16. Please provide the insurance coverages limits the City is requiring for these services or provide the Contract Services Agreement referenced in the RFP.

Please refer to the attached Contract Services Agreement for the insurance coverage limits.

17. Please clarify this requirement. "Full time experience" is defined as the graffiti contractor having 2 or more graffiti removal technicians permanently assigned to each city for graffiti removal, 8 hours per day, 5 days per week.

The Request for Proposal (RFP) language is clear on this requirement. Proposer is directed to carefully review the requirements of the RFP.

18. Please clarify item titled, Removal Requirements on Page11 – “City or Citizen reported graffiti removed within 8 working hours of report.” Does this include weekends, holidays and after hours?

This item is for City or Citizen requests. For emergencies only, this would include weekends, holidays, and after hours.

19. RFP, Page 14, item 14. – Overtime, weekend and holiday prevailing wage rates are higher than Monday thru Friday rates. Will the contractor be compensated for overtime, weekend, holiday and/or after hours work (if required) by the City?

Refer to Page 23, Item D of the Request for Proposal (RFP).

20. RFP, page 16, item 3. – Will contractor be compensated separately if these inspections are required outside normal scheduled service days/hours?

No, the contractor will not be compensated separately if inspections are required outside normal scheduled service day/hours.

21. RFP, page 19, states, “Perform unlimited emergency service requests (one-hour maximum response time) during normal business hours at no additional charge to the City. Emergency service requests are defined as added trash collection or pick-ups.” Is the contractor expected to provide additional emergency services without compensation? If so, please provide stats for the frequency of these emergency services for the last 5 years.

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Please return this addendum with your RFP proposal. Failure to acknowledge addenda and submit it with your proposal may render the proposal non-responsive and cause it to be rejected. I hereby acknowledge receipt of this addendum.

Name of Company

Address

City State Zip Code