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COUNTY OF IMPERIAL

DEPARTMENT OF PUBLIC WORKS

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**COUNTY OF IMPERIAL PUBLIC WORKS**

155 S. 11<sup>th</sup> Street  
El Centro, CA 92243

**On-Call, As Needed, Labor Compliance Consulting**

**County of Imperial Project No. 6685PWS**

**ADDENDUM NO. 3**

**January 4, 2022**

This *ADDENDUM* is hereby made part of the Contract Documents and specifications to the same extent as if originally included therein, and shall be signed by the Consultant and included with the proposal.

**Item 1:** Please be advised that the deadline for submission is extended from Wednesday, January 5, 2022 to Wednesday, January 12, 2022 for all methods of submittal.

- 1. Question:** Page 8 and 9 of the RFP states, proposals to be submitted no later than Tuesday, January 4, 2022, at 4:00pm. However, Table 1 – Procurement Timeline states a proposal due date of Wednesday, January 5, 2022, at 4:00pm. Can you please clarify what the proposal due date is?

**Response:** Section VIII, Proposal Submittal, of this Request for Proposal erroneously states the due date as Tuesday, January 3, 2022 at 4:00 PM on page 8 and 9. The correct due date displayed within this Request for Proposal should have originally been Wednesday, January 5, 2022 at 5:00 PM. However, please refer to Item 1 of this Addendum No. 3 for the deadline extension. The deadline for this Request for Proposal is now Wednesday, January 12, 2022.

Attachment A includes the procurement timeline with the correct deadline within Section II, Project Posting and Scheduling. Refer to Attachment B to substitute Section VIII (Page 8 & 9), Proposal Submittal, of the Request for Proposal to include the proper due date and time.

- 2. Question:** Page 3 second paragraph of the RFP references the County of Imperial will award multiple on-call contracts to qualifying firms for Traffic Engineering Services. Can you please clarify if that the second paragraph and the subsequent paragraph detailing the on-call agreement on page 4 is for on-call Labor Compliance Services?

**Response:** Section I, Purpose and Background, of this Request for Proposal erroneously states “the County of Imperial will award multiple on-call contracts to

qualifying firms for Traffic Engineering Services”. This sentence should read “the County of Imperial will award multiple on-call contracts to qualifying firms for Labor Compliance Consulting”. All information provided within this Request for Proposal refers to the On-Call Labor Compliance Services.

Please refer to Attachment A to substitute Section I (Page 3), Purpose and Background, of this Request for Proposal.

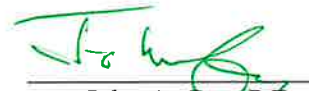
3. **Question:** Section VI. PROPOSAL CONTENT AND FORMAT – 3. Summary of Qualifications and Experience – Summarize specific experiences and qualification for similar and related projects, both federally funded and locally funded.
- a. Will the County accept federal project experience from our proposed team members?

**Response:** Yes, team member resumes can identify their experience with federal projects.

4. **Question:** Throughout the RFP, there is mention of “Traffic Engineering Services” on pages 3, 8, and 9. As this is a Labor Compliance Consulting Services RFP, are we able to replace “Traffic Engineering Services” with “Labor Compliance Consulting Services?”

**Response:** This Request for Proposal erroneously includes the mention of Traffic Engineering Services in pages 3, 8, and 9. Please replace any mention of “Traffic Engineering Services” with “Labor Compliance Consulting Services”.

You may refer to Attachment A for Section I (Page 3) substitution and Attachment B for Section VIII (Page 8 & 9) substitution.

  
\_\_\_\_\_  
John A. Gay, P.E.  
Director of Public Works

**Acknowledgement of Addendum No. 3**

**The general consultant is responsible for advising any and all subconsultants of this change. Each Consultant must acknowledge receipt of this addendum in the noted space below and where indicated on the Consultant’s Proposal Section of the Special Provisions. This Addendum must be attached to the proposal.**

License No: \_\_\_\_\_

Print or Type Company Name: \_\_\_\_\_

Print or Type Authorized Name: \_\_\_\_\_

Authorized Signature of Consultant: \_\_\_\_\_

Date Signed: \_\_\_\_\_

# **ATTACHMENT A**

## **I. PURPOSE AND BACKGROUND**

Imperial County Department of Public Works (ICDPW) is requesting proposals from qualified and experienced professionals licensed to practice in the State of California to provide on-call services. The selected firm(s) will assist the County with various assignments for local, state, or federally funded projects. These services will be on an intermittent basis.

The purpose of the Request for Proposals (RFP) is to provide ICDPW with the ability to obtain assistance quickly during peak workload periods, staffing shortages, and when expedited/fast track support is needed to satisfy the Department's scheduling and needs. The County of Imperial will award multiple on-call contracts to qualifying firms for Labor Compliance Consulting.

*It is the intention of the County to select and contract with more than one (1) Consultant for this service. The term of the as needed, on-call agreements shall be for three (3) years, no extensions. Contracts will commence July 1, 2022. Each selected firm will have an annual ceiling of \$100,000 to complete any and all services awarded by ICDPW. Any consultant may be used until they hit their not to exceed amount. When that occurs, that firm cannot be used and the other contracted firms in that specialty must be used. Once all consultants in a specialty have reached their not to exceed amount, ICDPW will go to the County Board of Supervisors with contract modifications for an extra \$100,000 for each firm. The process will continue for that fiscal year, and starts anew with each new fiscal year.*

Each proposal will be scored in accordance with the Consultant's qualifications and experience. The aforementioned services will be conducted under a contract with the County of Imperial, hereinafter referred to as "County" and the consultant entity, hereinafter referred to as "Consultant". The contract will be regulated according to the provisions of all federal, state and local laws and ordinances that are applicable. This includes compliance with prevailing wage rates and their payment in accordance with the Davis Bacon Wage Determinations.

**Note: The County enforces the American with Disabilities Act (ADA) using local, state and federal guidelines and enforces the strictest of the ADA codes and regulations concerning existing and new facility improvements.**

Compensation for the as needed, on-call, agreement shall be handled through task orders after consideration of price quotes from consultants and will be financed through project specific sources.

The contract will be regulated according to the provisions of all federal, state and local laws and ordinances that are applicable. This includes compliance with prevailing wage rates and their payment in accordance with California Labor Code, Section 1774. All Service Providers and sub-consultant(s) shall pay all workers not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are available on the Internet at: <<http://www.dir.ca.gov>>. All Service Providers and sub-consultant(s) shall comply with the registration and qualification requirements pursuant to sections 1725.5 and 1771.1 of the California Labor Code.

The County of Imperial Disadvantaged Business Enterprise (DBE) Program affirms the utilization and participation of qualified disadvantaged business firms in its contracting and procurement activities. The County encourages general and prime consultants to afford competitive subcontracting opportunities to disadvantaged firms, where possible, in their contracting and procurement activities with the County of Imperial. The DBE program is intended to ensure a level playing field and foster equal opportunity in federal-aid contracts.

There is no DBE goal for participation and/or award of this RFP. However, DBE goals will be stipulated for the respective task order(s) should it be a requirement of the project being solicited.

**II. PROJECT POSTING AND SCHEDULING**

This RFP is being distributed over the internet and is posted at the County of Imperial Department of Public Works website at the following address: <https://publicworks.imperialcounty.org/> under “Projects out to Bid.” Consultants wishing to propose in response to this RFP must obtain this document from our website. Due to the fact that anyone can download the RFP and the County has no method for tracking the distribution, the County is not able to maintain a list of potential consultants and/or proposers and cannot provide individual notification of amendments or addendums to this RFP.

The County will therefore post any addendums to the RFP on the above mentioned website. All consultants shall refer to the website to verify all addendums that have been issued and that they have acknowledged all such addendums in their proposal.

**TABLE 1 – PROCUREMENT TIMELINE** *(subject to change)*

EVENT	DATE
Issue Request for Proposal	Friday December 3, 2021
Last Day for Request(s) for Clarification <i>must be submitted in writing</i>	Friday December 17, 2021 by 5:00 p.m.
Proposal Due	Wednesday January 12, 2022 by 5:00 p.m.
Consultant Selection	January 2022 / February 2022
Agreement for Services	January 2022 / February 2022

# **ATTACHMENT B**

## VIII. PROPOSAL SUBMITTAL

Per Proposal - One (1) original, two (2) copies, and one (1) electronic copy in Portable Document Format (PDF) on a USB Thumb Drive of the proposal must be received in person or by mail to Imperial County Department of Public Works no later than 5:00 p.m. on Wednesday, January 12, 2022. Proposal must be clearly titled: REQUEST FOR PROPOSAL: On-Call, As Needed, Labor Compliance Consulting; County Project No. 6685PWS.

Proposals are to be delivered in a sealed envelope and addressed to:

Imperial County Department of Public Works  
Attn: Janette Govea – Administrative Analyst I  
155 S. 11th Street El Centro, California 92243

To prevent the spread of the novel coronavirus, proposals for this Request for Proposals will also be accepted electronically. Proposals shall be submitted no later than Wednesday, January 12, 2022 at 5:00 p.m. in Portable Document Format (PDF) via email to Janette Govea, Administrative Analyst I, to [janettegovea@co.imperial.ca.us](mailto:janettegovea@co.imperial.ca.us) with the subject line: **REQUEST FOR PROPOSAL: On Call, As Needed, Labor Compliance Consulting; County Project No. 6685PWS.**

*All cost / fees proposed must accompany proposal within a separate sealed envelope.*

**Note: Late proposals will not be considered.**