



LINDA S. ADAMS  
SECRETARY FOR ENVIRONMENTAL  
PROTECTION

# CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD



ARNOLD SCHWARZENEGGER  
GOVERNOR

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MARGO REID BROWN  
CHAIR  
MBROWN@CIWMB.CA.GOV  
(916) 341-6051

Date: March 26, 2007

To: All Prospective Contractors

RE: RFP for 2007-2008 Statewide Waste Characterization Study, IWM06045

WESLEY CHESBRO  
WCHEBRO@CIWMB.CA.GOV  
(916) 341-6039

## Addendum No. 2 To the Request For Proposals (RFP)

JEFFREY DANZINGER  
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(916) 341-6024

1. Attached is a list of all businesses who have expressed an interest in the contract to date (Attachment 1).
2. The following questions were submitted during the Question & Answer period and the responses are provided below.

ROSALIE MULÉ  
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Q1) Contract Type to be awarded: It is not clear from our review of the RFP what type of Contract CIWMB intends to award for this work – Time and Materials type or Firm Fixed Price type. Can CIWMB specify contract type it intends to award for this project?

A1) The CIWMB will award the contract as a time and materials based contract, but the contractor is required to stay within the proposed costs and within the total budget as submitted on the Cost Proposal Sheet.

Q2) Cost Proposal Sheet: Our firm considers our indirect rate components (such as fringe rate, overhead rate, General and Administrative rate) to be proprietary and competition sensitive information, and will not allow them to be disclosed. However, we could provide one single overhead factor (or multiplier) that incorporates all the individual indirect rate components. Will the submission of one single overhead factor be acceptable to CIWMB?

A2) Proposers are required to submit all of the information, but are reminded that anything marked as "Confidential" will not be disclosed to the public or to competing proposers. Such information will not become public records and will not be disclosed in the event of a Public Records Act Request for information concerning this project, but it is necessary to have the same information from all proposers in order to evaluate the proposals.

GARY PETERSEN  
GPETERSEN@CIWMB.CA.GOV  
(916) 341-6035

Q3) Cost Proposal Sheet: Are all bidders required to use the format of the Cost Proposal Sheet included in the RFP, or can we use other formats that convey the same information?



- A3) All bidders are required to use the format of the Cost Proposal Sheet included in the RFP.
- Q4) Liquidated Damages: The RFP specifies Liquidated Damages (LD) in 2 places Section I, (Overview) Page 2 and Exhibit D (Special Terms and Conditions), Article 19. Each clause lists a different LD penalty. Can you specify which LD clause and penalty will be imposed?
- A4) The subsection in the RFP titled Liquidated Damages in Section I Overview is hereby revised to reference the penalties identified in the Special Terms and Conditions, Article 19 as referenced in the subsection titled "Commitment" under Section II Rules and Conditions of the RFP. For ease of reference, Article 19 states the following:
- "It is the intent of this Contract that individual projects proceed in an uninterrupted manner from the date of commencement until all work contemplated in the Contract/Work Order has been completed. The Contract/Work Order authorized by Board Staff, and accepted by the Contractor shall include the number of days authorized to complete the project. All parties to the Contract agree that the Board will sustain damage for any day on which the Contractor arbitrarily suspends operations, or fails to prosecute the work. It is and will be impracticable and extremely difficult to ascertain and determine the actual damage which the Board will sustain in the event of and by reason of such delay; and it is therefore agreed that the Contractor will pay to the Board the sum of \$1,000 for each day on which the Contractor fails to perform work in accordance with the approved schedule without the approval of Board staff. The Contractor agrees to pay said liquidated damages herein provided for, and further agrees that the Board may deduct the amount thereof from any moneys due or that may become due the Contractor under the Contract. The Contractor shall not be assessed liquidated damages when the delay in completing the project is caused by the state."
- Q5) How many multi-family dwellings are required to be sampled?
- A5) The number of multi-family dwellings sampled should be sufficient to provide data that is statistically representative of that waste stream on a regional and statewide basis. As stated in Section 1, 'Service Need' of the RFP, the study is to be ". . . performed in a manner consistent with the Board's 2003-2004 Waste Characterization Study . . ." Thus, the methodology used for obtaining sample numbers in that study may be used as a guide.
- Q6) Is there a page limit on the proposal?
- A6) No, there is no page limit on the proposal.
- Q7) We would like to know if this is a new contract for next year or if there is a current contractor already doing the same or similar study for the CIWMB.
- A7) There is no incumbent. As explained in the RFP, the last study conducted was the 2003-2004 Waste Characterization Study. As outlined in Section VI of the RFP, several tasks will begin in late May 2007 or early June 2007 and the entire project will span approximately 23 months from the inception of the contract.

- Q8) On page 9 of the RFP, it is stated that “the CIWMB expects a minimum of twenty-five percent (25%) of the project services to be contracted to a California OSDS Certified SB that performs a commercially useful function.” If a firm responding to the RFP has not arranged 25% participation in the project by a certified SB, will that result in disqualification from the selection process?
- A8) If a firm is unable to meet the SB or DVBE commitments, the firm must indicate this on their SB/DVBE Participation Summary (Attachment C of the RFP) and must complete all of the steps as indicated on the Demonstration of Good Faith Efforts (Attachment D of the RFP). Both documents must be completed and submitted with the firm’s proposal or the firm will be disqualified from the competitive process.
- (Q9) Who determines whether a SB is qualified to perform portions of the work? Can the proposing contractor, as a professional in this specialized field of study, determine whether a SB is qualified? Can the proposing contractor, based on its professional expertise, determine whether the set of all certified SBs does or does not include a company that is qualified to perform this specialized work?
- A9) The proposer determines whether a SB is qualified to perform portions of the work. The proposer determines whether the set of all certified SBs does or does not have the necessary qualifications to perform any of the work as outlined in the Scope of Work. However, the Demonstration of Good Faith Efforts form must indicate which SBs were contacted and considered for the project and why the firm was rejected. The form guides proposers toward ensuring that all reasonable steps have been taken to try to secure SB and DVBE participation.
- Q10) If a proposing contractor seeks a waiver of the SB participation requirement, who decides whether any of the registered and certified SBs in California are capable of performing a “commercially useful function,” as described in the RFP?
- A10) A waiver will not be issued unless the proposer has completed, in its entirety, all steps as listed on the Demonstration of Good Faith Effort form. The form must be submitted with the proposal package.

As stated in Chapter 623, Statutes of 2003, a business performing a commercially useful function is one that does all of the following:

- Is responsible for the execution of a distinct element of the work of the contract.
- Carries out its obligation by actually performing, managing, or supervising the work involved.
- Performs work that is normal for its business, services and function.
- Is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices. A contractor, subcontractor, or supplier will not be considered to perform a commercially useful function if the contractor’s, subcontractor’s, or supplier’s role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of small business, microbusiness or DVBE participation.

Additional clarification is provided in the Small Business Regulations, effective September 9, 2004. See Title 2, California Code of Regulations Section 1896 et seq., for the full text of the regulations

(<http://www.calregs.com/linkedslice/default.asp?SP=CCR-1000&Action=Welcome>).

Q11) If a single subcontractor is found that is certified as both a DVBE and a SBE, is it sufficient to assign the subcontractor 25% of project services, or must it be assigned 28%?

A11) A subcontractor, which is certified as both a DVBE and a SB, can be assigned 25% of the project services to qualify the prime contractor as meeting both the 25% SB and 3% DVBE participation goals of the RFP.

Q12) Is it sufficient to include one set of work samples along with the proposal, or should we submit multiple sets of work samples to accompany the multiple copies of the proposal?

A12) If the work samples are difficult or costly to reproduce, one copy of the work samples included as part of the Proposal package marked "Original" is sufficient.

Q13) Should work samples be included in the electronic pdf document that is to be submitted along with the hard copies of the proposal? If so, is it allowable to put work samples in separate pdf documents, to avoid creating a single document that is too large?

A13) Yes, copies (scanned if necessary) of the work samples must be included in the electronic pdf document. The work samples can be included as separate pdf documents, but must be labeled so that placement, as seen in the full original proposal, can be easily determined.

Q14) For the self-hauled roofing loads that are to be set aside for laboratory analysis of asbestos content (see page 17 of the RFP), what specific materials are to be set aside and analyzed? Can certain materials (e.g., plastic beverage containers, wood, etc.) be assumed not to contain asbestos and thus excluded from the laboratory analysis?

A14) The materials to be set aside for analysis refers to roofing materials that may have been manufactured with asbestos as a component, such as asphalt shingles, felt paper, mastic, etc.

All other terms, conditions, and requirements of this RFP will remain the same.

If you have any questions relating to this RFP process, please contact me at (916) 341-6105 or at [contracts@ciwmb.ca.gov](mailto:contracts@ciwmb.ca.gov).

Sincerely,

*{Original Signed By}*

Carol Baker  
Contract Analyst  
Administrative Services Branch

Attachments

Interested Parties Listing  
IWM06045  
(Current as of 3/26/07- PM)

The CIWMB has not confirmed the certification status of firms who have identified themselves as CA Certified Small Business (SB) or Disabled Veterans Business Enterprise (DVBE).  
Listing of businesses are in the order received through the CIWMB Contracts Registry.

Contact Name		Company	Mailing Address	City	State	Zip	E-mail	SB	DVBE
Niedringhaus	Toni	Geomatrix Consultants, Inc.	510 Superior Avenue, Suite 200	Newport Beach	CA	92663	tniedringhaus@geomatrix.com		
Geyer	Steve	Tetra Tech	1230 columbia street, suite 1000	San Diego	CA	92101	steve.geyer@ttemi.com		
Balasco	Andrea	IMS	945 Hornblend Street, Suite G	San Diego	CA	92109	ca1@imsinfo.com		
Leonard	Michelle	SCS Engineers	3900 Kilroy Airport Way	Long Beach	CA	90806	mleonard@scsengineers.com		
Sloan	Joe	Sloan Vazquez	201 E. Center St. Suite 620	Anaheim	CA	92805	info@sloanvazquez.com		
Hutson	Donald	Jack Faucett Associates, Inc	4500 Montgomery Avenue - Suite #300N	Bethesda	MD	20814-3304	dhutson@jfaucett.com	x	
SST-West		R. W. Beck, Inc.	1001 Fourth Avenue, Suite 2500	Seattle	WA	98154	SST-West@rwbeck.com		
Springer	James	Bonkowski & Associates, Inc.	6400 Hollis Street, Suite 4	Emeryville	CA	94608	jspringer@bonkowski.com	x	x
Management	Source	Onvia	1260 Mercer St	Seattle	WA	98109	sourcemgmt@onvia.net		
Culbertson	John	MidAtlantic Solid Waste Consultants, LLC	842 Spring Island Way	Orlando	FL	32828	jculbertson@mswconsultants.us		
Ogamba, P.E.	Briggs O.	Applied Remediation Company, Inc.	1376 N. 4TH Street, Suite 203	San Jose	CA	95112	appliedrco@aol.com		x
Kordic	Brad	ERRG	185 Mason Circle, Suite A	Concord	CA	94520	bkordic@errg.net	x	
Krause	Melissa	Northgate Environmental Management, Inc.	300 Frank H. Ogawa Plaza, Suite 510	Oakland	CA	94612	melisa.krause@ngem.com	x	
Russell	Larry	SOS	2140 Shattuck Ave, Ste 209	Berkeley	CA	94704	soserv@aol.com	x	
Palladino	Carl	The Palladino Company, Inc.	720 Fillmore Street	San Francisco	CA	94117	cpalladino@palladinocompany.com	x	
McKee	Allyson	MGT of America, Inc.	2123 Centre Pointe Boulevard	Tallahassee	FL	32308	amckee@mgtamer.com		
Morris	Jeff	Remedy Engineering, Inc.	1567 Yuba Street	Redding	CA	96001	jmorris@remedyengineering.com	x	
Beisser	Nancy	Science Applications International Corp. (SAIC)	10 E. Figueroa St, 2nd Floor	Santa Barbara	CA	93101	beissern@saic.com		
Carter	Terry	CSS Environmental Services, Inc	100 Galli Drive, Suite 1	Novato	CA	94949	cssenv@cssenvironmental.com	x	
Boisson	Ed	RW Beck, Inc.	48 Cushing Ave	San Rafael	CA	94903	eboisson@rwbeck.com		
Charles	Egigian-Nichols	Tetra Tech EM, Inc.	12100 NE 195th St., Suite 200	Bothell	WA	98011			
Kenneth S.	Baugh	B&B Environmental Safety, Inc.	17416 Murphy Parkway	Lathrop	CA	95330	Ken@bbensafety.com	x	x
Loretta	King	B&B Environmental Safety, Inc.	17416 Murphy Parkway	Lathrop	CA	95330	lori@bbensafety.com	X	x

Contact Name		Company	Mailing Address	City	State	Zip	E-mail	SB	DVBE
Steve	Zig	FREY Environmental, Inc.	2815-A Lafayette Avenue	Newport Beach	CA	92663	szieg@freyinc.com		
Penelope	Niland	Niland Consultants	1621 Vallejo Way	Sacramento	CA	95818	pniland@earthlink.net	x	
Tagore-Erwin	Richard	R3 Consulting Group, Inc	4811 Chippendale Drive, Suite 708	Sacramento	CA	95841	rterwin@r3cgi.com	X	