

Department of Airports

Cynthia A. Nichol
Director of Airports



County Executive

Navdeep S. Gill

County of Sacramento

May 31, 2019

Sent Via E-Mail

To: Prospective Proposers

From: Sherrie Antonio
Administrative Services Officer 1
Sacramento County Department of Airports

**Subject: Addendum # 1 - Request for Proposals
Baggage Handling Systems Operations and Maintenance
Sacramento International Airport**

Addendum #1 to the Request for Proposals (RFP) for Baggage Handling System (BHS) Operations and Maintenance at Sacramento International Airport includes the answers to questions received prior to the deadline.

The Sacramento County Department of Airports (County) received a total of one hundred and sixty-five (165) questions in response to the BHS RFP. Below is a list of all submitted questions along with the County's responses and any supplementary attachments. Questions are represented in their original format exactly as they were submitted to the County. No spelling or grammatical corrections were made to any question.

1. Can you please advise if the requirement as presented on page 5 of the RFP is mandatory and must be in place prior to bidding or if we can obtain the certification post award? "Each proposer must bear the Department of Homeland Security (DHS) Support AntiTerrorism by Fostering Effective Technologies Act of 2002 (SAFETY Act) designation and certification.

Answer: This requirement is mandatory, but not required to be in place at the time of the proposal submission. This certification can be obtained post award, and must be completed prior to providing service.

2. In the current RFP on page 8 (RFP Timeline) it is stated that questions are due on May 17. With this date being prior to the pre-bid will there be an additional opportunity to ask questions after the pre-bid and job walk has been concluded?

Answer: There was an opportunity to ask questions on the day of the Pre-proposal meeting and Airport tour, and an additional question submission deadline of 5:00 p.m. PDT May 24, 2019 was provided for all follow up questions from the tour. All questions received are addressed and answered as part of this Addendum.

3. In regards to the Department of Homeland Security (DHS) Support Anti-Terrorism by Fostering Effective Technologies Act of 2002 (SAFETY Act) Designation and Certification, is this a requirement to submit a proposal, or will it be allowed to submit a proposal if we are in the application

process with DHS? We Would request an answer to this question as soon as possible, as it may affect whether we can submit a proposal on this project or not.

Answer: This requirement is mandatory, but not required to be in place at the time of the proposal submission. This certification can be obtained post award, and must be completed prior to providing service.

4. Does the contractor have to use a non-proprietary CMMS, or can it be a vendor provided proprietary CMMS and made available to customer?

Answer: Per the RFP, Part 1, Section 1.3, M, 1: "The system (Computerized Maintenance Management System) shall be a standard non-proprietary system."

5. What is the County approved CMMS criteria?

Answer: If a company wishes to use a different Computerized Maintenance Management System, it must provide the required reports, Preventative Maintenance and Corrective Maintenance, asset management and be approved by the County.

6. Is there a full asset list of all equipment and their status on the life cycle spectrum?

Answer: The life cycle spectrum is not included. A list of asset types and location are included at the end of this Addendum as Attachment 1.

7. Please describe the definition of obsolescence & end of life.

Answer: Obsolescence: the process of becoming obsolete or the condition of being nearly obsolete. End of Life: is a term used with respect to a product supplied to customers, indicating that the product is in the end of its useful life.

8. Is a piece of equipment that is no longer able to be vendor supported, considered obsolete?

Answer: No. Often parts that are no longer supported by the Original Equipment Manufacturer may still be provided through other sources.

9. Is there a list of equipment that is no longer supported by a vendor?

Answer: No.

10. Is there any equipment that is planned to be replaced?

Answer: Yes, all equipment has some form of a planned replacement. For example, all equipment is planned to be replaced when it fails. The County has an established critical parts list, which is actively managed and replenished when used.

11. Will there be unrestricted remote access through the VPN to the site 24/7?

Answer: There is remote access available through VPN however all, VPN access will be managed and documentation detailing the Who, What, Where, When will be required to access the system.

12. Define minimum requirements of what is needed in a training plan and please provide a template.

Answer: Reference the requirements listed in the RFP, Contract Exhibit I for the training plan requirements. There is not an available template as this is required to be provided by the proposer.

13. Will no-read bags will be included in the tracking accuracy, and what exclusions are there, if any?

Answer: Yes. No-read bags are included in the tracking accuracy. There are no exclusions.

14. Please provide the County rules, policies and regulation describes in Scope of Services section J.

Answer: The County rules, policies and regulations will be provided after award, but in general consist of IT, driving and badging. The rules and requirements were provided at the mandatory pre-meeting and posted on the website at smf.aero.

15. Please provide format of County requirement for IT reports.

Answer: Per the requirements listed in the RFP Contract Exhibit A, Part 3, Section I, A, 2, c: Contractor shall develop and maintain weekly, all reports of IT issues in a format acceptable to the County.

16. What are the classifications and letter of determination date for prevailing wage?

Answer: Contact the County of Sacramento Department of Industrial Relations for their classifications and prevailing wage information. The County does not provide legal advice regarding the applicability of State and federal prevailing wage laws.

17. Will the county adjust the annualized contract value paid to the vendor for employee pay based on prevailing wage increases the duration of contract term?

Answer: No. Include in the proposal any projected increases over the term of the contract.

18. In submitting our proposal due by 10 June 2019, do we have to include proposed changes/revisions to the contract language? Or can we submit our proposal by 10 June 2019 and then negotiate terms leading up to contract execution on 1 October 2019?

Answer: Reference the RFP, page 4: "Include a statement that the Contractor agrees to the contract format, its content and all requirements as presented including professional liability insurance limits. Any exceptions to the Agreement provisions provided in Attachment A must be submitted with the response to this RFP."

19. The percentages in the RFP add up to 90%. Where is the extra 10% to be allocated?

Answer: The updated percentages are:

Qualifications and Experience	15%
Operations and Maintenance Price	30%
BHS Operations and Maintenance Approach	55%

20. Will the Authority be providing pricing sheets for the contractors bid submission?

Answer: No, each proposer will submit their own pricing sheets.

21. For pricing purposes, is the Authority exempt from all sales tax on materials and labor? If not exempt should taxes be included in the pricing?

Answer: No, the County is not tax exempt and taxes should be included in the proposed pricing as applicable.

22. Are there any airport or use fees associated with this scope of work? If so should they be incorporated into proposal pricing?

Answer: Yes, an employee parking fee of \$15.00 per employee, per month is currently charged. Adjustments to this fee may be made during the term of the contract.

23. Can the Authority please confirm that proposed wages are per Davis Bacon and not local California prevailing wages?

Answer: Contact the County of Sacramento Department of Industrial Relations for their classifications and prevailing wage information. Both federal and State law apply to this contract.

24. What is the cost for employee parking?

Answer: Currently the parking fee is \$15.00 per employee, per month. Adjustments to this fee may be made during the term of the contract.

25. Can the Authority please provide the staffing levels on the current contract?

Answer: The current staffing level is 22 employees.

1 Manager

1 Supervisor

3 Lead technicians

6 Unjammers

5 Central Control Operators

1 Open position

26. Is any equipment currently under warranty? If so what equipment and when do the warranties expire?

Answer: No.

27. What are the current daily and monthly baggage jam counts?

Answer: The baggage jam count for April 2019 is 4,582 or about 152 per day.

28. Can the Authority please provide approximately how many reactive/corrective work orders are processed annually?

Answer: Approximately 500 reactive/corrective work orders are processed annually.

29. Does the Authority have a specified quantity of forklifts, scissor lifts and golf carts required for the performance of this contract?

Answer: Reference the requirements listed in the RFP contract, Part 1, Section VIII, E.

30. How many encoder's positons are required?

Answer: There are currently two manual encoders, both in Terminal B at the same location.

31. Are ticket counter scales and calibration included in the scope of work? If so is how it this to be billed to the Authority?

Answer: No.

32. Will the Authority be providing software licenses for the PLCs, HMIs, Laptops, etc.?

Answer: Yes, the current service provider is required to turn over the existing software and their respective licenses at the end of the contract term for all assets including the Programmable Logic Controllers, Human Machine Interfaces and any other asset used to operate and maintain the system. The County will make these available to the successful proposer.

33. What if any licenses are required for the performance of the work on this contract?

Answer: Contact the appropriate State and local government to understand licensure required to fulfill this contract. Each proposer must ascertain what, if any, professional licenses are required by local, State and/or federal law in order to be able to perform the services that will be required for this contract.

34. Who is providing the Upper Level Controls software support?

Answer: The successful proposer is responsible for providing all controls support to fulfill the contract, which includes Upper Lever Controls software support.

35. Is it the responsibility of the Authority or awarded vendor to contract with the support services provider?

Answer: It is the successful proposer responsibility to contract with the support services to fulfill the contract obligations.

36. Is there currently remote access to the PLCs. Etc.?

Answer: There is remote access available through VPN however all, VPN access will be managed and documentation detailing the Who, What, Where, When will be required to access the system.

37. Can the Authority please provide a copy of the overall BHS Layout and/or drawings of the systems?

Answer: A layout was provided at the May 23, 2019 mandatory Pre-Proposal Meeting and discussed during the tour. In addition, system pictures are attached to the end of this Addendum as Attachment 2.

38. Please confirm that Professional Liability insurance is required for this contract as this is strictly a maintenance contract?

Answer: Professional Liability insurance is required, reference the RFP contract, Exhibit B, II, D.

39. RFP Exhibit A Page 12 of 33 Item F – Please clarify the statement regarding royalties? Which part of the current system is inclusive of payments for royalty, patented or copyrighted items?

Answer: RFP Exhibit A, Page 12 of 33, Item F will be stricken from the contract.

40. Will the contractors be allowed to submit additional questions based on observations made during the mandatory pre-proposal meeting?

Answer: There was an opportunity to ask questions on the day of the Pre-proposal meeting and Airport tour, and an additional question submission deadline of 5:00 p.m. PDT May 24, 2019 was provided for all follow up questions from the tour. All questions received are addressed and answered as part of this Addendum.

41. Under the hiring program, we will be required to hire the incumbent's personnel. How many employees, by position, does the current contractor have employed?

Answer: The current staffing level is 22 employees.

- 1 Manager
- 1 Supervisor
- 3 Lead technicians
- 6 Unjammers
- 5 Central Control Operators
- 1 Open position

42. Please provide the names of the current BHS On-Site Manager and staff to be employed by the new contract for the required period as stated in the RFP.

Answer: If awarded to your Company, specific staff information will be provided.

43. Please identify the current service provider and the current staffing positions and provide resumes and backgrounds on these employees.

Answer: The current service provider is Vanderlande. If a contract is awarded to your Company, specific staff information will be provided.

44. Please identify the current service provider and the current staffing positions and work schedules.

Answer: The current service provider is Vanderlande. The current staffing level is 22 employees.

- 1 Manager
- 1 Supervisor
- 3 Lead technicians
- 6 Unjammers
- 5 Central Control Operators
- 1 Open positions

45. Does SMF have a minimum staffing lever per shift - Maintenance Technicians vs Operations Technicians?

Answer: No. Reference the RFP contract, Exhibit A, Part 1, Section III, C: Contractor shall provide staff to operate, maintain and repair the BHS 24 hours a day, 7 days a week throughout the Term of this Contract.

46. Is the current workforce under a union CBA?

Answer: No.

47. Can you provide the local union organization? Is so, can we get a copy of the current CBA?

Answer: N/A.

48. If non-union, please identify the current prevailing wages or living wages classifications for the various BHS staff requirements.

Answer: Contact the local, State and federal authorities for more information. The County does not provide legal advice regarding the applicability of Sacramento Department of Industrial Relations for their classifications and State and federal prevailing wage information.

49. What are the current pay rated by position?

Answer: The County does not have that information.

50. Does the BHS require Control Room Operator(s) for 24/7 coverage?

Answer: Yes.

51. What are the current operational hours for the BHS?

Answer: The BHS is operational 24/7, 365 days a year.

52. Confirm the number of manual encode station and requires staffing requirements at each station?

Answer: There are currently two manual encoders, both in Terminal B at the same location.

53. What are the current daily and monthly baggage jam counts?

Answer: The baggage jam count for April 2019 is 4,582 or about 152 per day.

54. As stated Contractor shall use the County approved CMMS, if the Contractor chooses to use the County's current Maximo CMMS, the contractor in their cost proposal should assume what cost?

Answer: If the selected proposer chooses to use another CMMS, it would do so with the full obligations of integration and meeting the contract obligations. The cost of the new CMMS would be considered, but may be rejected since there is a viable system in place.

55. Does the current Maximo CMMS have all BHS assets documented in the database?

Answer: Yes.

56. Can SMF please provide updated asset lists of BHS equipment?

Answer: There is a list of installed assets included at the end of this Addendum as Attachment 1. Parts on the shelf are not included.

57. Does the current Maximo CMMS system have an established PM program?
Answer: Maximo does have an established Preventative Maintenance program for installed assets.
58. What is the total number of annual or monthly PM requirements?
Answer: About 4,000 Preventative Maintenance tasks annually.
59. What is the current average monthly PM completion?
Answer: 100%.
60. Can you provide the number of estimated PMs and hours associated on a monthly basis?
Answer: About 333 Preventative Maintenance obligations each month, the number of hours required monthly is unknown.
61. What reports are available through the existing Maximo CMMS?
Answer: The County does not have a list of the reports available through the existing CMMS. The system currently provides the needed reports to meet the contract obligations in conjunction with other system software.
62. What capabilities exist in the current CMMS for generating reports?
Answer: The County does not know what capabilities exist through the existing CMMS. The system currently provides the needed reports to meet the contract obligations in conjunction with other system software.
63. Can SMF please provide how many reactive/corrective work orders are processed annually?
Answer: Approximately 500 reactive/corrective work orders are processed annually.
64. Does the current Maximo CMMS record the entire existing County's inventory in stock?
Answer: Yes, the current Maximo system records the entire existing inventory in stock.
65. Does the CMMS automatically generate purchase orders for parts taken out of stock to be replenished by the Contractor?
Answer: No, Maximo is not configured to automatically generate purchase orders for parts taken out of stock.
66. Can SMF please provide a current list of spare parts on hand?
Answer: No, spare parts are managed by the contractor and the cost of the spare parts are an obligation of the County. After the contract is awarded, a spare parts list can be provided.
67. What was the total value spent on spare parts for 2017 and 2018?
Answer: The total approximate value of spare parts submitted to the County for purchasing approval was about \$250,000.00. It is the obligation of the contractor to manage the spare parts identification, sourcing, ordering, receiving, tracking and usage. It is the County's obligation to pay for the spare parts.

68. Is any equipment currently under warranty? If so what is the Contractor's responsibilities with respect to warranty management?

Answer: No.

69. Is the Maximo CMMS currently tracking warranty management?

Answer: No.

70. Will the current contractor provide maintenance records during the transition period?

Answer: Maintenance records will be provided to the selected proposer during the transition period.

71. Please confirm the required equipment for the project to include in the pricing - scissor lift, forklift, trucks, vehicles, golf carts, etc.?

Answer: Reference the requirements listed in the RFP contract, Part 1, Section VIII, E.

72. What is the minimum equipment requirement?

Answer: The question is non-specific and an answer cannot be provided.

73. Does the airport currently have a comprehensive contingency plan? If so, what responsibilities are required by the new contractor?

Answer: There is a comprehensive contingency plan, which is a living document. The selected proposer will be required to manage all aspect of the contingency plan. This includes, but is not limited to, training all staff to the contingency plan and updating the contingency plan.

74. Please provide the current performance metrics – system availability, ATR readings, response time and other KPI?

Answer: April 2019, Availability: Terminal A 99.20%, Terminal B 99.78%, ATRs: Terminal A 96.40%, Terminal B 94.98% and 95.47%. Response time, reference Exhibit A, XIII, B.

75. The RFP mentions the County has the right to arrange for a third party to conduct a condition assessment on the system – when was the last condition assessment conducted?

Answer: A third party condition assessment was conducted in August 2018.

76. Will a condition inspection assessment of the equipment be performed prior to startup of the project, and if so will the successful Contractor be provided a copy of the inspection report?

Answer: The last condition inspection report was conducted in August 2008 the selected proposer will be provided a copy of the report.

77. What is the cost for the initial SIDA badging at the airport? And the renewal time period and cost?

Answer: The cost for fingerprinting is currently \$46.00 per person. The renewal date is typically one calendar year from the date the badge was issued.

78. What is the cost for employee parking at the airport?

Answer: Currently the parking fee is \$15.00 per employee, per month. Adjustments to this fee may be made during the term of the contract.

79. Please confirm the minority participation goals and requirements?

Answer: The participation goal is 7.9%. Reference the answer to question 80 below for clarification on requirements.

80. Also, please clarify the requirements for the Disadvantaged Business Enterprise?

Answer: Per the State of California Disadvantaged Business Enterprises (DBE) website (http://www.dot.ca.gov/hq/bep/business_forms.htm):

In order to apply for certification as a Disadvantaged Business Enterprise (DBE), your firm must meet the following eligibility criteria stated in 49 CFR Part 26:

The disadvantaged individual must be a U.S. citizen (or resident alien) and be a member of a socially and economically disadvantaged group.

The disadvantaged individual applying must have a personal net-worth (PNW) of less than \$1,320,000. Items excluded from personal net worth calculation include an individual's ownership interest in the applicant firm and his or her equity in their primary. Also, if an individual demonstrates that he/she is able to accumulate substantial wealth, the individual's claim of economic disadvantage may be denied, even though the individual's PNW is less than \$1.32 million.

Depending on the primary business activity, a firm (including its affiliates) must not have average annual gross receipts over the firm's previous three fiscal years in excess of \$23,980,000 (\$56,420,000 for airport concessionaires in general with some exceptions). Lower size standards may apply depending on business activity determination.

The firm must be a for-profit small business where socially and economically disadvantaged DBE owner(s) own at least a 51% interest, and have managerial and operational control of the business operations; the firm must not be tied to another firm in such a way as to compromise its independence and control.

The socially and economically DBE owner(s) must possess the power to direct or cause the direction to the management and policies of the firm and to make day-to-day, as well as long-term decisions on matters of management, policy and operations.

If state or local law requires the persons to have a particular license or other credential in order to own and/or control a certain type of firm, then the socially and economically disadvantaged persons who own and control a potential DBE firm of that type must possess the required license or credential.

81. Will SMF be tax exempt? If not, should all taxes be included in the pricing proposal?

Answer: The County is not tax exempt and taxes should be included in the proposed pricing as applicable.

82. Provide a list of items that the Contractor must supply for the office and administrative work i.e. furniture, computers, printers, files, biometric time clock, etc.

Answer: The selected proposer must provide all administrative items required to perform the contractual obligation of the awarded contract. Items required to run the system are an obligation of the County: Examples: Baggage Handling System servers, television monitors, computers to manipulate the system.

83. Will the airport provide break areas, locker rooms, storage areas, etc.?

Answer: Reference the requirements listed in the RFP contract, Exhibit A, Part 1, Section IX.

84. Does the County hold a service support contract for the BHS upper level controls? If so, who is the service support provider?

Answer: The successful proposer is responsible for providing all controls support to fulfill the contract, which includes upper level controls support.

85. What responsibilities does the Contractor have with the BHS upper level support provider?

Answer: The successful proposer is responsible for providing all controls support to fulfill the contract, which includes upper level controls support.

86. Please confirm the required BHS PLC requirements as stated in the RFP?

Answer: All aspects of Baggage Handling System Programmable Logic Controls support is required by the selected proposer, including replacing, troubleshooting and reprogramming.

87. Would County provide remote VPN access to the BHS?

Answer: Yes. All VPN access will be managed and documentation detailing the Who, What, Where, When will be required to access the system.

88. Will the County be providing a bid sheet for the project duration? If not, please provide additional details of the fees to perform the requested services?

Answer: No. The County will not provide details of the fees you are required to submit to perform the requested services. Reference the RFP contract, Exhibit G.

89. Please confirm the basic description of fees to include in the pricing –

- Labor costs: (fully burdened labor rate including a breakdown of base wage, payroll costs, benefits (health, welfare, holiday, vacation and sick leave), overhead & profit to display the fully burden rate per classification per classification)
- Recurring costs: (maintenance supplies, office supplies, communications, employee uniforms & parking, vehicle fuel & maintenance costs, etc.)
- Startup costs: (vehicle & equipment depreciation, tooling, office & safety equipment, airport badging and employee onboarding costs)

Answer: The does not include specific labor cost details, which may be different for each competitor. Reference the RFP contract, Exhibit G.

90. With respect to the Airport Badging requirements, what is the standard period of time reviewed in the background checks? Currently we have a standard 7-year background, touch states with felonies within the past 7-years as a disqualification rule; however, we would like to be consistent with the Airport's requirements.

Answer: The background check covers 10 years and includes felonies and some misdemeanors. A list of disqualifying convictions is provided as an Attachment 3 to this Addendum.

91. The specification calls for complete background check and alcohol and drug testing performed by Contractor at Contractor's expense. Typically, we perform drug testing as part of the onboarding process, but not alcohol testing. Please confirm the testing requirements.

Answer: The testing requirements listed in the RFP are confirmed as stated.

92. Does the Airport expect a % of population or staff to be drug tested within a 12-month period?

Answer: The County does not expect any certain percentage of the contractor's staff to be drug tested at regular intervals. The County requires the Contractor to determine the number and frequency of testing.

93. If we have a disciplinary issue with one of our Team Members will the Airport allow us to go through our standard progressive disciplinary process to put the corrective actions in place, or if not will they provide us with a document requesting the removal of the team member?

Answer: Reference the requirements listed in the RFP contract, Exhibit A, Part 1, Section V.

94. Is prevailing wage mandated for all technical positions?

Answer: Contact the County of Sacramento Department of Industrial Relations for classifications and prevailing wage information. The County does not provide legal advice regarding the applicability of state and federal prevailing wage laws.

95. Is there a living-wage mandate for non-technical positions?

Answer: There is not a living wage mandate for non-technical positions.

96. How many full time employees are on the current contract?

Answer: The current staffing level is 22 employees.

1 Manager
1 Supervisor
3 Lead technicians
6 Unjammers
5 Central Control Operators
1 Open position

97. What is the value of the current contract?

Answer: Please reference the Sacramento County Board website for current contract information. <http://www.sccob.saccounty.net/Pages/BOSPublicMeetings.aspx>

98. Is the incumbent contractor currently meeting the same KPI requirements?

Answer: The incumbent is currently meeting the same KPI requirements.

99. Can we be provided drawings or layouts of the system?

Answer: A layout was provided at the May 23, 2019 mandatory Pre-Proposal Meeting and discussed during the tour. In addition, system pictures are attached to the end of this Addendum as Attachment 2.

100. How many manual encode station?

Answer: There are currently two manual encoders, both in Terminal B at the same location.

101. How many control rooms?

Answer: There is currently one control room in the basement of Terminal B.

102. Is there 24/7 coverage required in the control rooms?

Answer: Yes, 24/7 coverage is required in the control room.

103. What are the operational hours of the system (as it aligns with the flight schedule)?

Answer: The Baggage Handling System is operational 24/7, 365 days a year.

104. Section M, evaluation of proposals, the percentages listed add up to 90, is there a missing category?

Answer: The updated percentages were provided at the mandatory pre-meeting. They are:

Qualifications and Experience	15%
Operations and Maintenance Price	30%
BHS Operations and Maintenance Approach	55%

105. What is the baggage throughput for 2018?

Answer: The approximate baggage throughput for calendar year 2018 was 4 million bags.

106. Will any tools or equipment be provided to the contractor?

Answer: No tools will be provided by the County.

107. Is there any lift equipment available for use by the contractor?

Answer: The County does not make any equipment available to the Contractor. The Contractor is responsible for providing all necessary equipment to fulfill the terms of the Contract.

108. Is there a minimum number of technicians required per shift?

Answer: Reference the requirements are listed in the RFP contract, Exhibit A, Part 1, Section III, C.

109. Can a proposal be submitted if the DHS SAFETY designation & certification is not yet in place, but would be before contract start?

Answer: This requirement is mandatory, but not required to be in place at the time of the proposal submission. This certification can be obtained post award, and must be completed prior to providing service.

110. Is there any preferential treatment or extra points added to a proposer's overall score for being a DBE?

Answer: DBE participation is encouraged but proposers are not given preference in award of a contract. DBE participation is reported to the FAA for informational purposes only.

111. Does the company have to be classified as small business or DBE to submit a proposal?

Answer: DBE participation is encouraged but proposers are not given preference in award of a contract. DBE participation is reported to the FAA for informational purposes only.

112. Please provide fee schedule in soft copy

Answer: The fee schedule is to be provided by the proposer. Reference the RFP contract, Exhibit G.

113. Is there a state Contractor License requirement?

Answer: Contact the appropriate State and local government to understand licensure required to fulfill this contract. Each proposer must ascertain what, if any, professional licenses are required by local, State and/or federal law in order to be able to perform the services that will be required for this contract.

114. The page limit for the response is 30 pages. Is that single sided or double sided?

Answer: The page limit requirement is 30 double sided pages.

115. Are the bonding letter and required forms to be included in listed page count?

Answer: The bonding letter, required forms, staff resumes and financial information are in addition to the page limit count and not deducted from such.

116. Is the Airport tax exempt?

Answer: The County is not tax exempt and taxes should be included in the proposed pricing as applicable.

117. Is there a DBE requirement/percentage?

Answer: DBE participation is encouraged but proposers are not given preference in award of a contract. DBE participation is reported to the FAA for informational purposes only.

118. Can we be provided with BHS maintenance records?

Answer: The maintenance records of the Baggage Handling System will be made available upon award of the contract.

119. Is the requirement that "Each proposer must bear the Department of Homeland Security (DHS) Support Anti-Terrorism by Fostering Effective Technologies Act of 2002 (SAFETY Act) designations and certification", as presented on page 5 of the RFP mandatory and must it be in place prior to bidding or can we obtain the certification post award?

Answer: This requirement is mandatory, but not required to be in place at the time of the proposal submission. This certification can be obtained post award, and must be completed prior to providing service.

120. Who is the OEM for the BHS in Terminal A?

Answer: The current Original Equipment Manufacturer for the Baggage Handling System in Terminal A are; Webb, Vanderlande, Siemens.

Questions asked at the Mandatory Pre-Proposal Meeting on May 23, 2019

121. Is the vendor responsible for cleaning the L3's?

Answer: No.

122. Are there lasers or other technology used for ATRs?

Answer: All of the Automatic Tag Readers at SMF use lasers to read baggage tags.

123. Is the Terminal A a hybrid system?

Answer: Terminal A is a combination of systems that has had at least three upgrades since installation.

124. Is the vendor responsible for the calibration of the ticket counter scales?

Answer: No.

125. Can they have more employees than the current pay scale?

Answer: Each proposer is required to submit their proposed staffing plan to meet the contractual obligations.

126. Can the classification of the current employees be provided?

Answer: The current staffing level is 22 employees.

1 Manager

1 Supervisor

3 Lead technicians

6 Unjammers

5 Central Control Operators

1 Open position

127. Is OSHA 10/30 required?

Answer: Each proposer is required to submit their proposed training plan and certain staff positions may require this training depending upon your specific staffing plan.

Questions asked on tour of the Baggage Handling System

128. Are Terminals A and B connected by a tunnel?

Answer: No, the 2 terminals are not connected. There is no system in place for moving baggage from one terminal to the other, but there currently are not a lot of instances where this is needed.

129. Who is responsible for the upper level controls?

Answer: The successful proposer is responsible for providing all controls support to fulfill the contract, which includes Upper Lever Controls software support.

130. Is the caged area in the basement of Terminal B included in the contract for the vendor's use?

Answer: Yes, the caged area as well as a few other areas are needed/assigned as Baggage Handling System storage.

131. Is the contractor in charge of the manual encode area?

Answer: Yes.

132. Is coverage 24/7 or on 2 shifts?

Answer: The contract requires 24/7 coverage, it is up to each proposer to submit a staffing plan and determine how it will provide 24/7 Baggage Handling System coverage.

133. Are the personnel numbers given per shift or total?

Answer: The personnel numbers quoted within this document is the total number of staff employed by the current vendor.

134. Is the vendor obligated to maintain roll up doors, fire doors and ticket vendor doors?

Answer: Yes, except a few in Terminal A as discussed during the tour. These are on the back side Terminal A baggage claim.

135. When will the presentation be posted online?

Answer: The presentation and sign in sheet were posted on May 29, 2019..

136. What website will the presentation be posted on?

Answer: All items for this RFP will be posted to the same website as the original RFP.
http://www.sacramento.aero/scas/opportunities/bids_and_requests/.

Questions received by May 24, 2019 Deadline.

137. Regarding the requirement that "Each proposer must bear the Department of Homeland Security (DHS) Support Anti-Terrorism by Fostering Effective Technologies Act of 2002 (SAFETY Act) designation and certification", as presented on page 5 of the RFP; does this certification have to be in hand at the start of the contract or can it be in process? Current requirements are 120 hrs. to complete application and 120 days to issue, per DHS.

Answer: This requirement is mandatory, but not required to be in place at the time of the proposal submission. This certification can be obtained post award, and must be completed prior to providing service.

138. Please advise what documents can be excluded from the 30 double sided page count. (Ex. resumes, financials, required forms, etc.) Is an appendix allowed as part of the submittal?

Answer: The bonding letter, required forms, staff resumes and financial information are in addition to the page limit count and not deducted from such.

139. Can you provide a copy of the current CMMS maintenance history?

Answer: If your company is awarded the contract, the maintenance history will be provided.

140. Is there a defined MWBE percentage for the contract?

Answer: The participation goal for the DBE program is 7.9%.

141. During pre-bid, the current staffing count was discussed. Please confirm what this number is, and how it's broken out by position.

Answer: The current staffing level is 22 employees.

1 Manager

1 Supervisor

3 Lead technicians

6 Unjammers

5 Central Control Operators

1 Open position

142. Please clarify the Airport's position regarding the "Upper Level Controls" – who is responsible for these services? If the Airport requires the Contractor to provide these "Upper Level Control" services, what organization should the Contractor contact to provide these services (Brock, Vanderlande, etc.)?

Answer: The successful proposer is responsible for providing all controls support to fulfill the contract, which includes upper lever controls support.

143. Who are the current sub-contractors used by Vanderlande today? Are we required to use these same sub-contractors?

Answer: Industrial Automation Group is currently the only sub-contractor. The successful proposer is not required to use this sub-contractor.

144. RFP mentions that the Contractor shall obtain and pay the costs of any royalties and licenses for any patented or copyrighted items used in the performance of the work and shall keep such current at all times – Does the current contractor pay royalties and licenses today?

Answer: RFP Exhibit A, Page 12 of 33, Item F will be stricken from the contract.

145. Please descript in detail what the county is providing in the way of office furniture, computers, tools, etc.?

Answer: The current furniture will transfer to the successful proposer. Tools are not part of the County's obligation to provide. Computers used to operate the baggage handling system will transfer to the successful proposer. Reference the RFP contract, Part 1, IX.

146. With respect to the DBE – what is the participation goal? Does the current contractor use a DBE sub-contractor? Is so, please identify the firm?

Answer: Reference question 80 or e-mail the DBE contact in the Powerpoint presentation.

147. The RFP does not include a pricing bid sheet – how does the Airport recommend in preparing the pricing proposal?

Answer: The County will not provide details of the fees you are required to submit to perform the requested services. Reference the RFP contract, Exhibit G.

148. Could you please provide the content of attachment D referred in Exhibit G

Answer: There is no attachment D in Exhibit G.

149. FAA GENERAL CONTRACT PROVISIONS FOR SOLICITATIONS, could you please confirm if this contract is subjected to mandatory goal of Minority and female participation page 104/108 and can you provide a list approved by the airport.

Answer: See questions 79 and 80 above.

150. Could you please confirm if the fixed price include the cost of corrective maintenance (parts and labour)

Answer: The proposed fixed price includes all aspects of operating and maintaining the Baggage Handling System, excluding the cost of parts. It is the obligation of the contractor to manage the spare parts identification, sourcing, ordering, receiving, tracking and usage. It is the County's obligation to pay for the parts.

151. Could you please confirm if during the transition period the proponent can due an extensive condition passement

Answer: What is the question?

152. Can we get a copy of equipment's list (extract from axiom of makes and model)

Answer: A list of equipment in use is provided as Attachment 1 to this Addendum.

153. Could we have an extension of 2 weeks of the submission deadline

Answer: No.

154. Could you please specify the indexation formulas for the year 2 till 5, should it be already included in the bidders price

Answer: There is no index or formula for years 2 through 5. Reference the RFP contract, Exhibit G.

155. Please provide last 12 months of the performance deductions of the current vendor.

Answer: The current service provider has not incurred any performance deductions.

156. What are the options for employee parking?

157. **Answer:** There are employee assigned parking lots on site. Currently the parking fee is \$15.00 per employee, per month. Adjustments to this fee may be made during the term of the contract What is the price for the full process to badge an employee?

Answer: Reference question 77 above.

158. Can we get a maintenance history for BHS for the last year? PM's, Repairs and or overhauls

Answer: If your company is awarded the contract, the maintenance history will be provided. It would be too large to be included with this Addendum.

159. Is the office space leased or provided by airport and is it furnished?

Answer: The office space is provided by the County and its furnishings will pass along to the successful proposer.

160. What is the model number of the ATR and BMA scanner heads?

Answer: I am not familiar with the model SICK model numbers for either the Automatic Tag Reader or the Baggage Makeup Array.

161. Is the internet provided or it in the price of the contract?

Answer: The internet is an obligation of the successful proposer. The current service providers subscribes the County's Shared Tennant Services, at their own cost.

162. Are there any parts still under warranty?

Answer: There are not any parts still under warranty.

163. Can we get the read rates history for passed 6 months on the ATRs for both Terminal A and B

Answer: Read rates in Terminal A were approximately 97%, Read rates in Terminal B were approximately 96%

164. Examples of items that might not count against the total page count:

- a. Staff resumes
- b. Organizational Charts
- c. Required Forms
- d. Any required financial information
- e. References

Answer: Reference questions 114 and 139.

165. To budget properly for this contract, we will need to know about the incumbent staff:

- a. What are their prevailing wage classifications?
- b. What is the exact number of each classification in terms of Full Time Employee (FTE)?
- c. Is this the minimum required number of Full Time Employees to be proposed by the contractor, or can we provide less than what is called out in this answer?
- d. Will seniority have to be carried over for the employees?
- e. Is the current vendor paying Prevailing Wage at all times, or are they using a mixed wage model?
- f. Are there any employees that are not being paid a prevailing wage or living wage?

Answer:

a. Contact the County of Sacramento Department of Industrial Relations for their classifications and prevailing wage information. The County does not provide legal advice regarding the applicability of state and federal prevailing wage laws.

- b. 1 Manager
- 1 Supervisor
- 3 Lead technicians

6 Unjammers
5 Central Control Operators
1 Open position

- c. Reference the RFP contract, Exhibit A, Part 1, Section III, C:
- d. That would be dependent upon your company's approach.
- e. Contact the County of Sacramento Department of Industrial Relations for their classifications and prevailing wage information. The County does not provide legal advice regarding the applicability of state and federal prevailing wage laws.
- f. Contact the County of Sacramento Department of Industrial Relations for their classifications and prevailing wage information. The County does not provide legal advice regarding the applicability of State and federal prevailing wage laws.

Attachment 1
List of Installed Baggage Handling System Assets

Description	Location	Count of Asset
BMA Scanner	TA	2
ATR	TB	2
Automatic Tag Reader	TA	1
BDS Scanner	TB	4
Belt Curve	TA	56
	TB	122
Belt Curve	TB	5
Belt Floorveyor	TA	114
	TB	251
Belt Floorveyor	TB	9
Belt Merge	TA	20
	TB	29
Belt Merge	TB	1
Belt Queue	TA	69
Chute	TB	23
Diverter	TA	1
Fire Door	TA	6
	TB	22
High Capacity Diverter	TA	1
	TB	38
High Speed Diverter	TA	6
HMI	TA	4
Makeup Unit	TA	3
Motor Control Cabinet	TA	6
	TB	6
Motor Control Panel	TA	7
Motor Control Panel Terminal A	TA	14
Motor Control Panel Terminal B	TB	6
PLC Cabinet	TA	1
Queue	TB	174
Queue	TB	9
Remote Control Panel Near CB10-02	TB	1
Remote Control Panel Near CB1-09	TB	1
Remote Control Panel Near CB2-06	TB	2
Remote Control Panel Near CB7-06	TB	1
Remote Control Panel Near CB7-10	TB	2
Remote Control Panel Near CB8-04	TB	1
Remote Control Panel Near CB9-02	TB	1
Remote Control Panel Near ME	TB	1
Remote Control Panel Near ME1-01	TB	1
Remote Control Panel Near ME1-16	TB	1
Remote Control Panel Near ML1-01	TB	1
Remote Control Panel Near ML1-11	TB	1

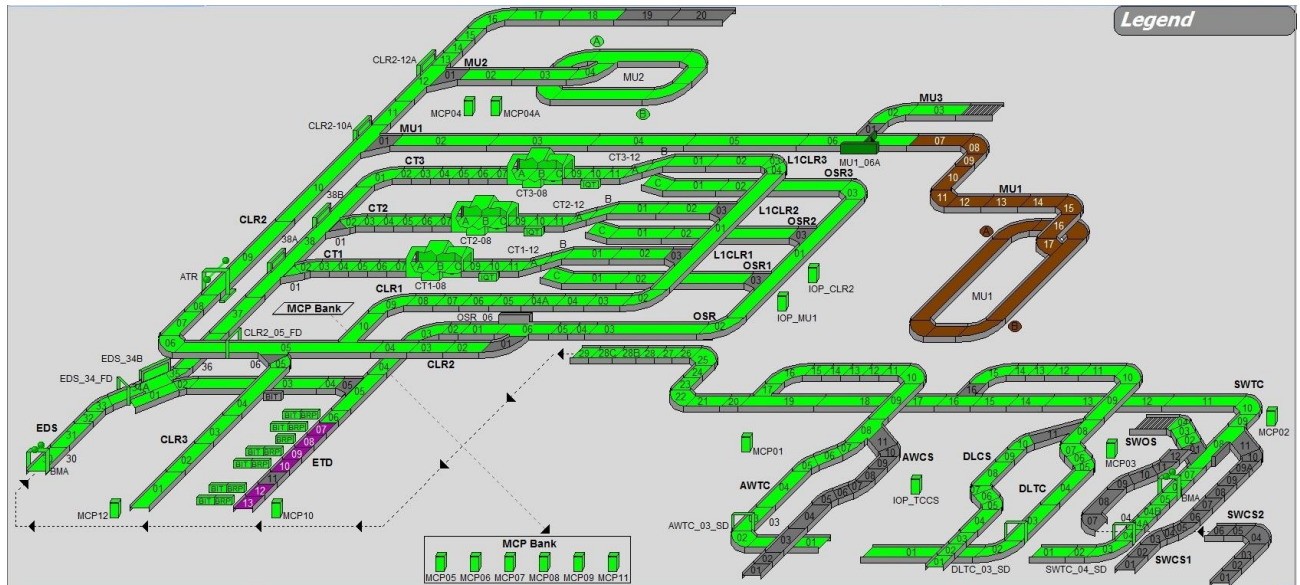
Attachment 1

List of Installed Baggage Handling System Assets

Remote Control Panel Near ML1-13	TB	1
Remote Control Panel Near ML1-22	TB	1
Remote Control Panel Near ML2-03	TB	1
Remote Control Panel Near ML2-10A	TB	1
Remote Control Panel Near ML2-11	TB	1
Remote Control Panel Near ML2-13B	TB	1
Remote Control Panel Near ML2-21	TB	1
Remote Control Panel Near MS1-01	TB	1
Remote Control Panel Near MS3-01	TB	2
Remote Control Panel Near SB1-12	TB	1
Remote Control Panel Near SB1-13	TB	2
Remote Control Panel Near SB2-16	TB	1
Remote Control Panel Near SP10-A	TB	1
Remote Control Panel Near SP11-A	TB	2
Remote Control Panel Near SP1-A	TB	1
Remote Control Panel Near SP2-A	TB	1
Remote Control Panel Near SP3-A	TB	1
Remote Control Panel Near SP4-A	TB	1
Remote Control Panel Near SP5-A	TB	1
Remote Control Panel Near SP6-A	TB	1
Remote Control Panel Near SP7-A	TB	1
Remote Control Panel Near SP8-A	TB	1
Remote Control Panel Near SP9-A	TB	1
Remote Control Panel Near TC1-03	TB	1
Remote Control Panel Near TC1-08	TB	1
Remote Control Panel Near TC1-17	TB	2
Remote Control Panel Near TC1-43	TB	1
Remote Control Panel Near TC2-03	TB	1
Remote Control Panel Near TC2-08	TB	1
Remote Control Panel Near TC2-16	TB	1
Remote Control Panel Near TC2-17	TB	1
Remote Control Panel Near TC2-42	TB	1
Remote Control Panel Near TC5-12	TB	1
Remote Control Panel Near TC5-15	TB	1
Remote Control Panel Near TC6-07	TB	1
Remote Control Panel Near TC6-15	TB	1
Security Door	TB	4
Triplanar	TA	2
	TB	6
Triplanar	TB	1
Vertical Sort Unit	TA	3
Vertisorter	TB	6
Grand Total		1088

Attachment 2 Baggage Handling System Layout

NOTE: As discussed the mandatory Pre-Proposal Meeting, the three outbound baggage claim carousel lines are not included in the Terminal A picture below but are part of the contract scope.

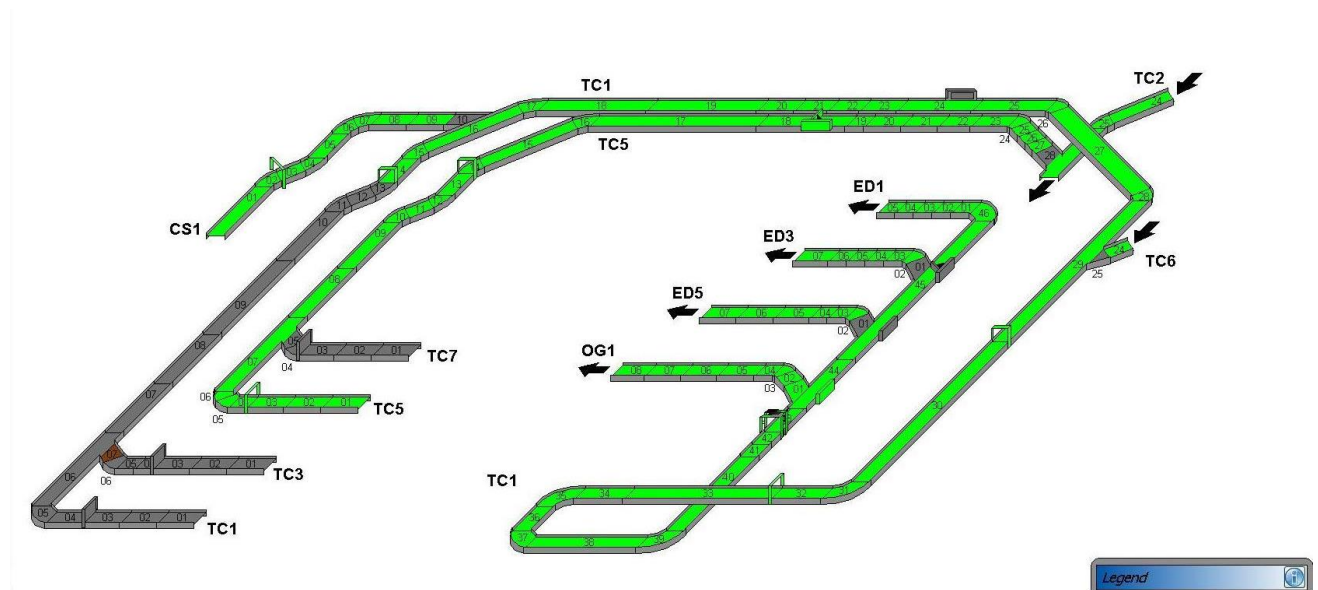


Attachment 2 Baggage Handling System Layout

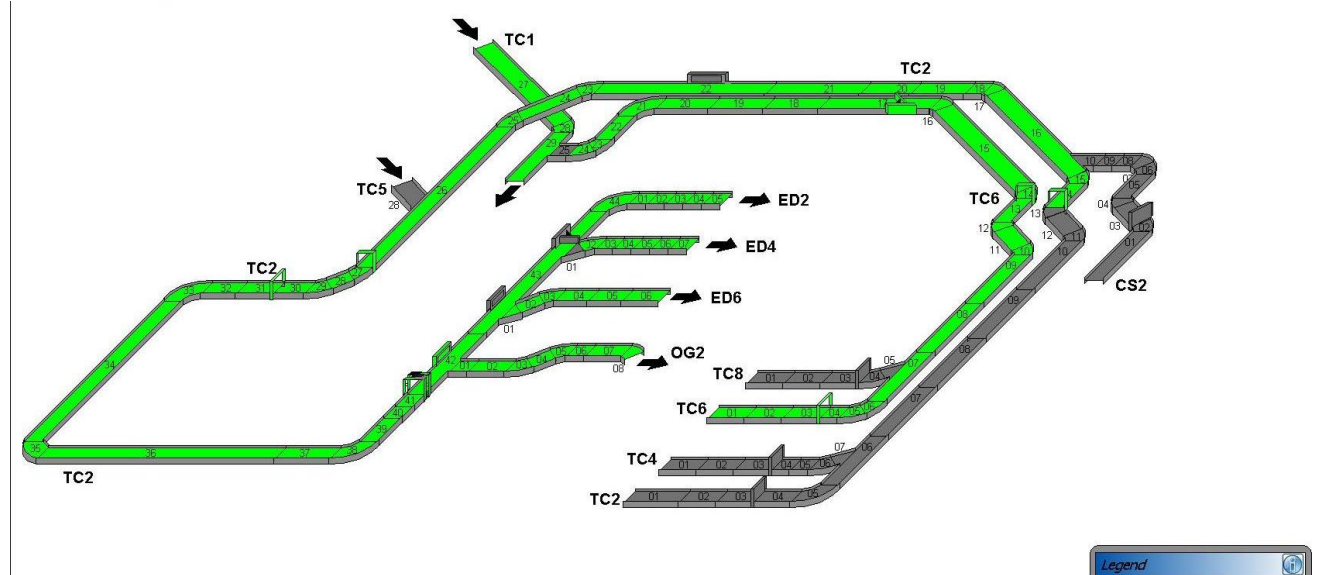
Baggage Handling System – Terminal B

NOTE: As discussed the mandatory Pre-Proposal Meeting, the four outbound baggage claim carousel lines are not included in the Terminal B pictures below but are part of the contract scope.

Terminal B, Ticket Counter East Side

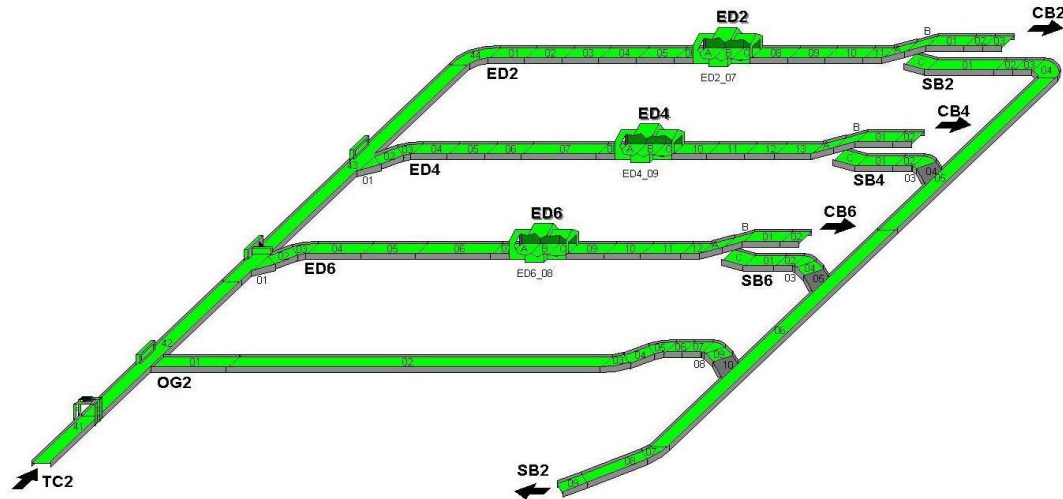


Terminal B, Ticket Counter West Side

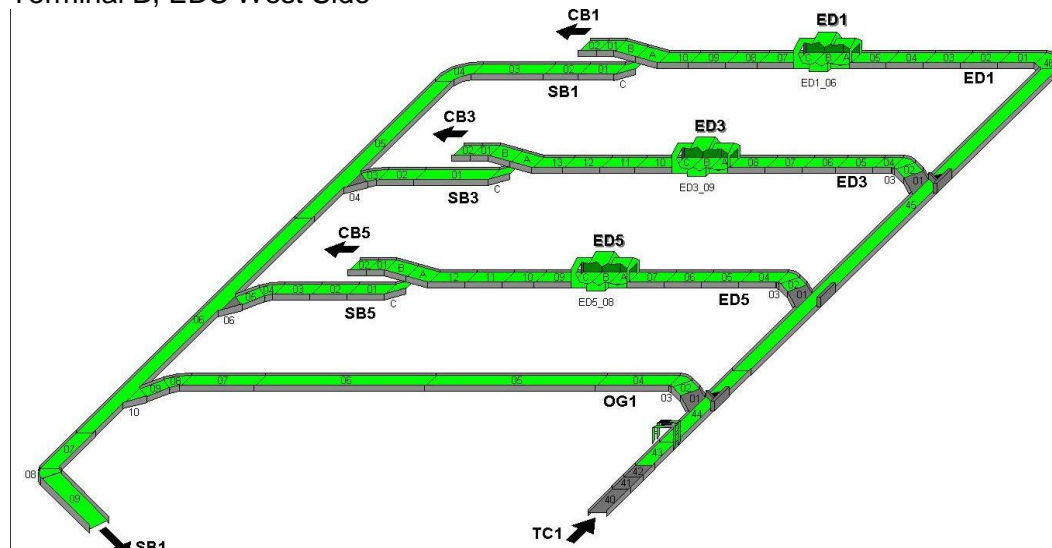


Terminal B, EDS East Side

Attachment 2 Baggage Handling System Layout

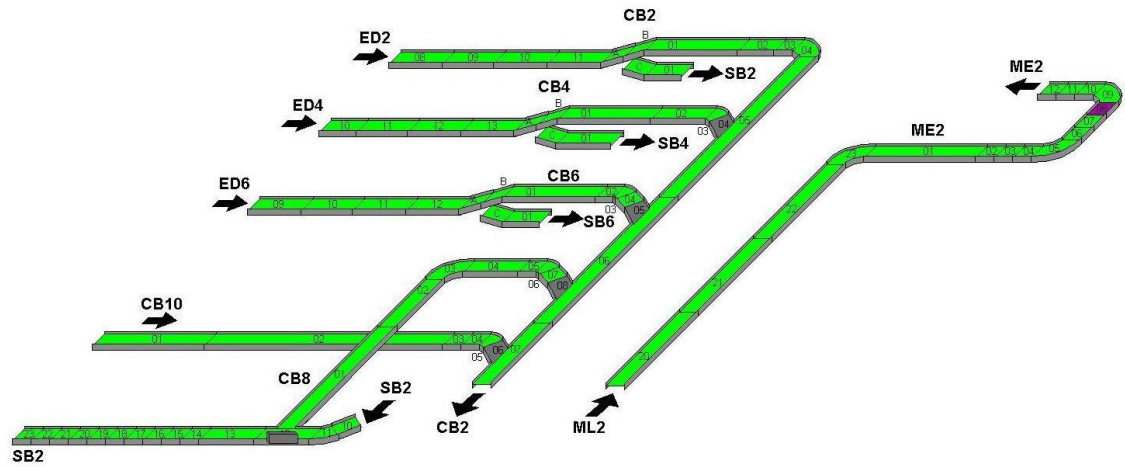


Terminal B, EDS West Side

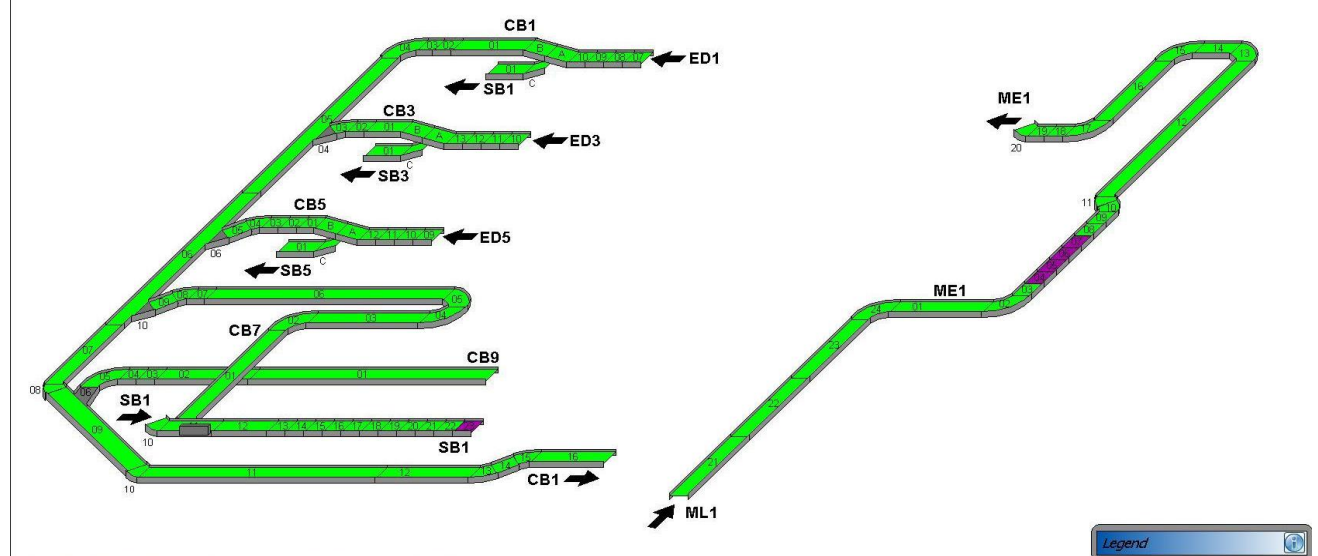


Terminal B, CBRA East Side

Attachment 2 Baggage Handling System Layout

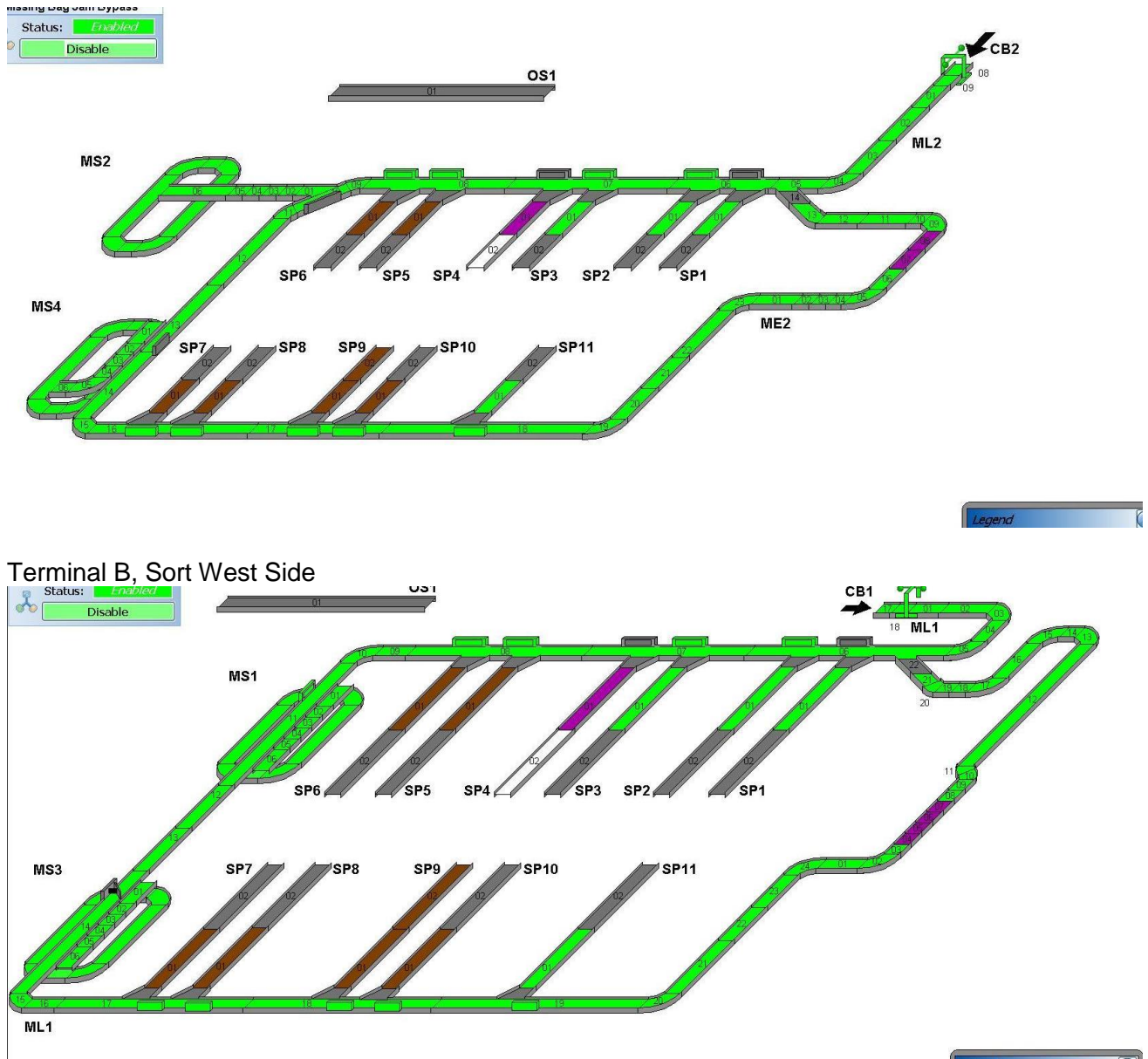


Terminal B, CBRA West Side



Terminal B, Sort East Side

Attachment 2 Baggage Handling System Layout

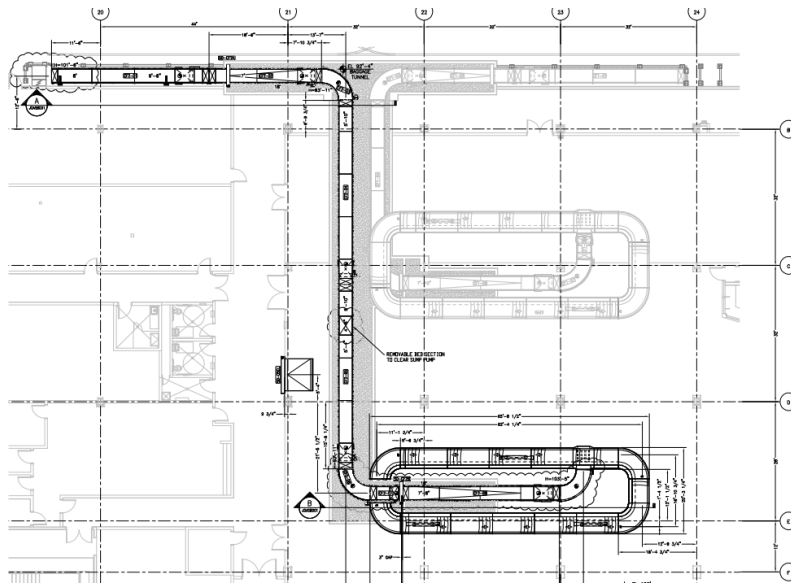


Baggage Handling System – Concourse B

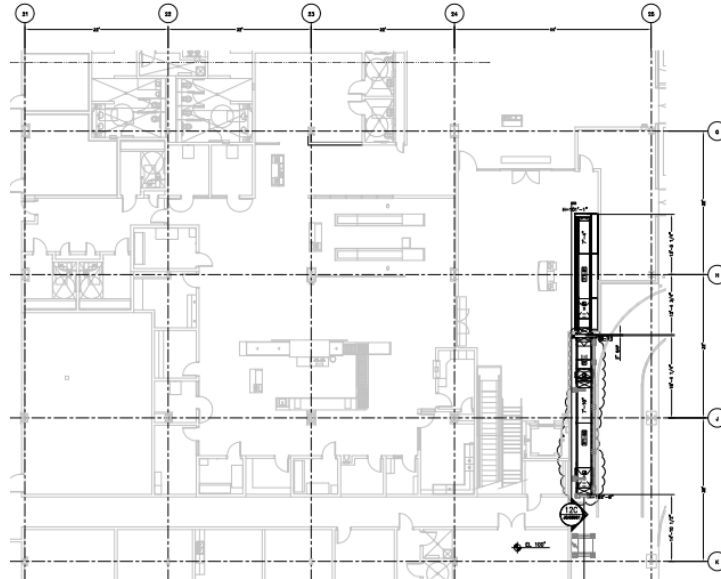
NOTE: As discussed at the mandatory Pre-Proposal Meeting, the Concourse B outbound baggage claim lines were not provided, but are represented below and are part of the contract scope.

Concourse B, International line outbound, part 1

Attachment 2 Baggage Handling System Layout



Concourse B, International line outbound, part 2



Attachment 3

List of Disqualifying Criminal offenses

Please review the list of disqualifying crimes listed below.

I have not been convicted or found guilty, by reason of insanity, of any of the disqualifying crimes listed below.

Disqualifying Criminal Offenses

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Murder 2. Assault with intent to murder. 3. Espionage 4. Kidnapping or hostage taking. 5. Treason. 6. Rape or aggravated sexual assault. 7. Unlawful possession, use, sale, distribution or manufacturing of an explosive or weapon. 8. Extortion. 9. Armed or felony unarmed robbery. 10. Distribution of, or intent to distribute, a controlled substance. 11. Felony arson. 12. Felony involving a threat. 13. Felony involving – <ul style="list-style-type: none"> (i) Willful destruction of property; (ii) Importation of manufacture of a controlled substance; (iii) Burglary; (iv) Theft (v) Dishonesty, fraud or misrepresentation; (vi) Possession or distribution of stolen property; (vii) Aggravated assault; (viii) Bribery; or (ix) Illegal possession of a controlled substance punishable of a maximum term of imprisonment of more than one year. | <ol style="list-style-type: none"> 14. Forgery of certificates, false marking of aircraft, and other aircraft registration violation; 49 U.S.C. 46306. 15. Interference with air navigation; 49 U.S.C. 46308. 16. Improper transportation of a hazardous material; 449 U.S.C. 46312. 17. Aircraft piracy; 49 U.S.C. 46502. 18. Interference with flight crewmembers or flight attendants; 49 U.S.C. 46504. 19. Commission of certain crimes aboard aircraft in flight; 49 U.S.C. 46t506. 20. Carrying a weapon or explosive aboard aircraft; 40 U.S.C. 46505. 21. Conveying false information and threats; 49U.S.C. 46507. 22. Aircraft piracy outside the special aircraft jurisdiction of the United States; 49 U.S.C. 46502(b). 23. Lighting violations involving transporting controlled substances; 49 U.S.C. 46315. 24. Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established requirements; 49 U.S.C. 46314. 25. Destruction of an aircraft or aircraft facility; 49 U.S.C. 26. Sedition. 27. Violence at International airports; 18 U.S.C. 37. 28. Conspiracy or attempt to commit any acts listed above. |
|--|--|

Privacy Act Notice

Authority: 6 U.S.C. § 1140, 46 U.S.C. § 70105; 49 U.S.C §§ 106, 114, 5103a, 40103(b)(3), 40113, 44903, 44935-44936, 44939 and 46105; the Implementing Recommendations of the 9/11 Commission Act of 2007, § 1520 (121 Stat. 444, Public Law 110-52, August 3, 2007); and Executive Order 9397, as amended.

Purpose: The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment. Your fingerprints and associated information will be provided to the Federal Bureau of Investigation (FBI) for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems including civil, criminal, and latent fingerprint repositories. The FBI may retain your fingerprints and associated information in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. DHS will also transmit your fingerprints for enrollment into the US-VISITS's Automated Biometrics Identification System (IDENT). DHS may provide you name and SSN to the Social Security Administration (SSA) to compare that information against SSA records to ensure the validity of the information.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C 522a(b) of the Privacy Act, all or a portion of the records or information contained in this system may be disclosed outside DHS as a routine use pursuant to 5 U.S.C 522a(b)(3) including with third parties during the course of a security threat assessment, employment investigation, or adjudication of a waiver or appeal request to the extent necessary to obtain information pertinent to the assessment, investigation, or adjudication of your application or in accordance with the routine used identified in the TSA system of records notice (SORN) DHS/TSA 002, Transportation Security Threat Assessment System. For as long as your fingerprints and associated information are retained in NGI, your information may be disclosed pursuant to your consent or without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses.

Disclosure: Pursuant to § 1934(c) of the FAA Reauthorization Act of 2018, TSA is required to collect your SSN on applications for Secure Identification Display Area (SIDA) credentials. For SIDA applications, failure to provide this information may result in denial of a credentials. For other aviation credentials, although furnishing your SSN is voluntary, if you do not provide the information requested, DHS may be unable to complete your security threat assessment.