

Roads & Pathway Operations

10/1/19, 9:30 a.m.

1. Bid Clarification – BMMD District Employee

For purposes of bidding the contract, the District is no longer offering the guaranteed use of the BMMD employee in the Contractors staffing rotation. Rather, the BMMD employee will be available to the Contractor to supplement maintenance and plowing activities as he is available through coordination with the District.

Request For Information – Q&A

1. How should the Contractor submit the contract value? Do you want the Contractor to split the fees annually or does the District want one lump sum for the 3 ½ year term? **The District would prefer the Contractor submit contract fees on an annual basis as follows:**
 - 6 months - 7/1/20-12/31/20
 - Year 1 – 2021
 - Year 2 – 2022
 - Year 3 - 2023
2. Is there a current incumbent or BMMD or the County is currently providing the services outlined in the RFP? **The Contractor that is supplying the current services to the District is Metro Services II, which is scheduled to retire upon the contract expiration on 6/30/20.**
3. Can BMMD please provide historical costs associated with this bid? Operational Costs, Staffing Costs, Total Costs? Historical generator maintenance costs? Number of hours during the winter, number of snow hours, salt/sand/DLA historical quantities usage? Any other relevant costs for Contractors to consider? Tolls etc.? **The costs associated with staffing hours and operational expenses are managed by the Contractor not BMMD, therefore no data is available to share. Generator material costs are paid directly by BMMD. The generator maintenance duties include: run the generator, check connections, change oil, and haul the generator to various pump station sites as needed during emergencies. Historical salt/sand usage quantities range between 800-1,200 tons per year. Salt/Sand material is paid directly by BMMD.**
4. Can BMMD please share historical emergency hours? **Emergency hours can be considered outside the scope of regular working hours. No historical data has been recorded. We require twenty-four (24) hour, seven days per week emergency response availability with a thirty 30 minute response time.**
5. Can BMMD please share log of the type of emergencies incurred on this project? **The road operator will be the first point of contact for roadway emergency response and must be available to respond to emergencies to assess the situation and report to the BMMD Manager as necessary (i.e., excessive snow/ice on roadways, water main breaks causing ice build-up or road damage, trees blown down on road blocking access, guardrail break, etc).**
6. Can BMMD please confirm if in the event of third-party accidents, is the Contractor responsible for repairs? If so, will the Contractor receive third party revenue arising from accidents (guardrail repair hits, downed sign poles etc.)? **No, not applicable.**

7. With reference to Scope of Services, which materials and third-party fees will be paid for by BMMD, please confirm. In general, all materials and fees directly used in the maintenance and repair of the roads and pathway (i.e., including but not limited to: salt/sand, road shoulder asphalt, dumping sand off-site, hot patch material, delineators, cones, sand bags, signs, pathway railing material).
8. With reference to the Agreement, "Seal all cracks [greater than 1/4" in width] in asphalt Roadways and Pathway annually", please clarify the length and breadth of the crack whereon the responsibility will be out of scope for the Asset Maintenance (AM) Contractor and will fall on a specialized subContractor. This work is considered outside the scope of work required of the Contractor as stated in Paragraph 2.05 "Service By Others", however, the Contractor could be eligible to conduct the work at rates of compensation set forth in Exhibit B.
9. Can BMMD please share the award date so the Contractor can understand mobilization timeframes? Pursuant to Paragraph 5.01, the initial term starts 7/1/2020. The District Board of Directors will review all bids submitted on October 15, 2019. Following the review of proposals, the Board of Directors may conduct interviews, may reject any and all bids, or accept a bid as to the best interest of the District. Contractors will be notified accordingly of any/all such actions shortly after October 15, 2019.
10. Can BMMD please confirm that the Contractor will be paid out biweekly? For instance, if the invoice is submitted, the Contractor is paid out in 2 weeks, therefore the Days Sales Outstanding (DSO) is 15 days. The Contractor will be paid out bi-weekly on the 1st and 15th of the month.
11. Can BMMD please confirm the location of the outdoor maintenance equipment yard? The yard is located next to the BMMD office at 100 Adams Avenue in Silverthorne.
12. Can BMMD please clarify whether the outdoor maintenance yard to store equipment, equipment repair facility, bathroom and small office space are available to the Contractor at no cost? If not, please share rental rates. Yes, these spaces are available to the Contractor at no cost. Such space may not be sub-leased out to any other entity.
13. With reference to Award and Training it is stated that, "Company will be required to conduct system training with current road operator for a minimum of 40 hours", please clarify which company will conduct training and for whom? The existing road operator, Metro Services II, will conduct the training with the awarded Contractor. The awarded Contractor must receive at least 20 hours of training during the upcoming (2019-2020) winter months to obtain knowledge on snow removal best management practices and 20 hours during the 2020 spring/summer months to obtain knowledge on summer maintenance best management practices.
14. With reference to Award and Training, please confirm who is the current road operator? Metro Services II, owned by Eric Kircher.
15. Can BMMD please confirm if the Contractor will receive compensation for training the current road operator? No.
16. Is the Contractor responsible for waste management fees? If so, please share the historical costs associated with the aforementioned activity. No
17. Can BMMD please provide the consolidated roadway characteristics inventory including lane miles, centerline miles, mowing acreage (large, medium, small, ramp), guardrail (ft), attenuators, delineators,

striping miles, sweeping (hand and mechanical) miles, signage and any other RCI the Contractor will be responsible for? The Contractor is responsible to maintain approximately fifteen (15) total lane miles (6 ¼ center lane miles) of roadways including 26 intersections, 6 cul-de-sacs and 2 parking lots. There is approximately 6 miles of pathway to also maintain. Striping miles is 6 ¼ miles. Mowing responsibility is limited to each side of the roadway within the right-of-way (7' from edge of asphalt). Mechanical sweeping is limited to all roadways, intersections and pathway. There are 26 named road signs and approximately 40 other road signage which Contractor must repair or replace as needed. Approximately 450 delineators located at driveways, bus stops, pedestrian path and hiking trail parking areas are maintained by the Contractor. Contractor must maintain reflectors on approximately 2,000 ft. of guardrails and inspect for repairs as necessary. All materials are paid by the District (guard rails, reflectors, delineators, striping).

18. Can BMMD please confirm the evaluation criteria percentage allocated to price and percentage allocated to the capabilities? Evaluation criteria is not based on a points system, but will be evaluated by relevance, efficiency, effectiveness, economic and sustainability all of which are interdependent and not mutually exclusive.
19. Can BMMD please clarify the number of copies required to be submitted and the page limit for the following proposal submission requirement: Qualification and experience statement and back-up plan for equipment break-down? Only one copy is required and there is no page limit.
20. Regarding the reimbursements on fuel, will we get all the reimbursement for the fuel used or just expenses exceeding \$4 per gallon? Gas reimbursement only takes place when gas expense costs exceed \$4 per gallon.
21. Is there any historical data on the use of employees more than 3 in number (minimum requirement)? If so, will the cost of extra employees be included in the monthly lump-sum or does it go from the Contractor's side? Also, any overtime, is it included in the Contractor's monthly payment? Metro Services II has managed the road/path operations & maintenance contract with 3 employees plus the road operator totaling 4 staff members for the past 30 years. Cost of extra employees will be a Contractor cost. BMMD does not pay Contractor's employee overtime fees.
22. Is there an on-call daily rate BMMD will pay for not using members who are on-call? No.
23. Will any CPI be applied to the contract during the renewal term. Yes.
24. Can BMMD please confirm that materials includes the price of signage and guardrail material? BMMD pays for all sigs and guardrail material.
25. Can BMMD please confirm whether Contractors will be able to use a mark-up when ordering inventory and what is the maximum mark-up allowed? BMMD pays for materials direct and there will be no mark-up.
26. Please confirm who will maintain an inventory of supplies. BMMD and Contractor will work together to maintain an inventory.
27. Regarding the ¾ Ton truck provided by BMMD for their operator, who will be responsible for fuel during the hours worked with the Contractor? The use of the BMMD employee has been eliminated from the contract and is no longer available. See clarification #1 above.

28. Please confirm if the winter season is from Oct-01-2019 to May-01-2019. **Winter season may be considered October 1st through May 31st, however the Contractor will be required to respond to any and all snow plowing events as necessary.**
29. Currently, it appears that the Q&A deadline is October 1st and the deadline for submission is Oct 8th. Bid respondents will require sufficient time to analyse responses and produce the best possible proposal. Can BMMD please consider a one week extension so that respondents can integrate responses into our proposal? **No.**
30. Can BMMD please clarify if 24/7 winter coverage is required Oct-01-2019 onwards? The exact date will impact required staff coverage and therefore the pricing. **The contract starts 7/1/20 (see Term in agreement, Paragraph 5.01). 24/7 coverage applies year-round as necessary.**
31. Can BMMD please clarify that 24/7 winter coverage will stop on May 30th onwards? The exact date will impact required staff coverage and therefore the pricing. **See answer in question #27. 24/7 coverage applies year-round as necessary.**
32. Can BMMD please confirm that the Contractor has to provide 24/7 coverage from Oct-May? **Yes, winter season is considered October 1st through May 31st. See answer in question #27. 24/7 coverage applies year-round as necessary.**