

1. Who are the incumbent vendors on this contract?

PeopleReady

2. Please provide the pricing for the incumbent vendors.

Markup on labor is 70%

3. How many temporary maintenance employees are currently deployed at the Port?

3-4

4. What is the approximate contract value?

\$200,000

5. What was spent on this contract in the last fiscal year?

\$249,609

6. Is there a preference for local vendors?

There are no local preference points available.

7. How many vendors do you intend to award?

1 or 2

8. If you are awarding more than one vendor, how are job orders distributed?

The Port may select a primary and secondary vendor that can be utilized if labor is not available from the primary.

9. Where shall the Form CIQ, and financial statements be in the proposal format?

The form CIQ can be submitted last in the proposal package.

The financial statements may be submitted after the CIQ, or as a separate document.

10. The proposal format has "Completed and Signed Proposal Form (2.1)" as the first part of the proposal. Is the Proposal Form the same as the Pricing Form?

Yes

11. What is the standard lead time to provide temporary employees to the Port?

On demand. Very little lead time may be available.

12. Please confirm if the Port requires three (3) copies of the proposal to be submitted, that is one original and two copies.

Yes, a total of 3 copies of the proposal.

13. Is this a new contract or a re-bid?

A new contract procurement

14. If this is a re-bid, please provide the incumbent details along with the current spendings.

See #1 & #5

15. What is the estimated budget allocated to this contract?

See #4

16. Please provide the list of holidays for the personnel.

New Year's Day, MLK Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving and the day after, Christmas Day and one additional holiday at the Port Director's discretion

17. How many contractors does the Port intend to award?

See #7

18. Please confirm if the Port referring to "Exhibit-A Pricing Form" as the Proposal Form as there is no other Proposal Form.

Yes, there is no other Proposal Form

19. In section "2.4 Personal Protective Equipment (PPE) and Outerwear", it has been mentioned that "The Port will supply personal protective equipment (PPE) and outerwear to all personnel assigned to the Port" while in section "2.3 Job Safety Requirements and Injury Protocol", it is mentioned that "The contractor will provide Job Safety Training and **any necessary Safety Equipment** to all personnel prior to being assigned to the Port." Please confirm if any safety equipment is required to be provided by the contractor and if yes, what are those?

The Port will provide all PPE. Labor employees are required to provide leather, closed toe footwear.

20. In section “2.6 Time Records and Payroll”, it is mentioned that “Personnel requested by the port may be either a daily or weekly assignment”. Please confirm the average duration for which the personnel are required.

Non specific duration

21. Are the personnel required for just short term or longer duration as well?

Both

22. It is mentioned in the RFP that “The contractor shall provide copies of insurance certificates required hereunder to the Port on or before the effective date of the agreements.” Just to confirm, a copy of the insurance certificate is not required with the proposal and shall be provided after award.

The COI is required at the time of contracting

23. Section “4. Proposal Format and Content” does not have Financial Stability (2.10) in the list. Please confirm if copy of the organization’s most recent financial statements is required with the proposal or after award.

Yes, per page 7, section 2.10, financial statements are required to be submitted.

24. Does the Port require a response to section “2.11 Performance Requirements and Service Termination” along with the proposal?

Yes, as stated in section 2.11, “**Submit** a document, signed by an officer of the organization, stating that your organization understands and will comply with all of the specifications set out in this RFP and that non-compliance will be grounds for the Port to immediately terminate the services.”

25. It is mentioned that “At the time the vendor submits the signed contract, the vendor must complete a “Disclosure of Interested Parties”, Form 1295 online”. Please confirm that it is required to be filled after award and not prior to proposal due date.

The form 1295 is not submitted with the response. It is provided for information purposes only.

26. Is there a local preference?

No

27. Is there a mandatory goal for this RFP? If yes, what is the goal percentage?

N/A

28. Does the Port require us to sign the “Exhibit- B Job Description” and provide with the proposal or is it required after award?

No

29. Does the Port require us to provide anything else along with the proposal apart from that mentioned in “4. Proposal Format and Content”.

The financial statements

30. Could the Port extend the due date of the proposal as the answers to questions will be received 02/07/2023, 3:00 PM and the proposal needs to be sent out as hardcopy.

No