



RFP FOR PHOTO RED LIGHT ENFORCEMENT SERVICES

RFP NO. 20-170-01

ADDENDUM #2

CITY OF BEVERLY HILLS

POLICE DEPARTMENT

TO: PROSPECTIVE PROPOSERS

FROM: CITY OF BEVERLY HILLS POLICE DEPARTMENT

DATE: MARCH 5, 2020

RE: RESPONSES TO QUESTIONS FOR BID NO. 20-170-01 PHOTO RED LIGHT ENFORCEMENT SERVICES

**ATTACHMENTS: 1. NON-COLLUSION FORM
2. REVISED DEADLINES**

PLEASE NOTE THE FOLLOWING QUESTIONS AND ANSWERS:

Q1. Taking into consideration that automated photo enforcement technologies have evolved since your last bid was awarded, will you require all vendors to install new, previously unused equipment?

Answer: Yes, we will require all vendors to install new previously unused equipment.

Q2. Exhibit B, Schedule of Payment and Rates does not provide a format for the vendors to submit Rates/Compensation. Does the City have a preferred format or is it up to the vendors to provide this information in their own format?

Answer: It is up to the vendors to provide their own detailed format for Rates/Compensation.

Q3. In reference to the warning period mentioned in RFP Requirement 5-8.2: Considering the Red-Light photo enforcement program has been in place for several years, will the 30-day courtesy warning period still apply? And does the contracted vendor receive compensation during the warning period?

Answer: The 30-day courtesy warning period will apply to new intersections not previously enforced by photo red light cameras and any intersection that is newly monitored by a new vendor.

Q4. RFP requirement 2-5 states that each Respondent shall submit, in full, the completed original SUMMARY BID FORM and DETAILED BID FORM. However, these forms were not provided with the RFP. Please advise Respondents where they may obtain copies of the Summary Bid Form and Detailed Bid Form.

Answer: Addendum No. 1 to the RFP was posted on 03/04/20 deleting section 2-5 of the RFP and clarifying that a Summary Bid Form and Detailed Bid Form are not required. See below:

Clarification on the Format of Submissions for Photo Red Light RFP:
*2-5 of the RFP is deleted. A Summary Bid Form and Detailed Bid Form are not required.
The Submission format should follow Section 6. The evaluation criteria described in Section 7 should be incorporated in the Response/Proposal Letter of Interest as described by 6-2.2.*

Q5. Regarding the relocation of existing approaches, who is responsible for the cost incurred if a relocation of equipment is requested to be moved from an existing location to a new location?

Answer: The relocation of equipment to a new location from an existing location (if needed) will be a negotiated item between City of Beverly Hills and Vendor. The City is interested in implementing mobile photo red light enforcement technology.

Q6. RFP requirement 5-7.2 states that testimony by expert or percipient witness will be provided by Vendor at no additional cost the City. This seems to contradict RFP requirement 5-1.3, item h, which states that the vendors must provide expert testimony at contested Court hearings for the first three operational months of the program. Will the City please clarify the requirement for expert or percipient witnesses?

Answer: The requirement for expert or percipient witness will be provided by vendor at no additional cost to the City for the life of the contract. Expert testimony shall be provided for the first three months at contested Court hearings and at City's request beyond the three months for the Life of the Contract.

Q7. Respondents are required to complete and execute the attached Non-Collusion Affidavit for Respondent Form set forth in Attachment B, but no such form or Attachment was provided. Please advise Respondents where they may obtain a copy of the Non-Collusion Affidavit for Respondent Form.

Answer: Attached is the City's Non-Collusion Affidavit.

Q8. Per RFP requirement 6-2, Respondents are required to submit a packet that has each page numbered individually. Our Annual Report contains existing page numbering with some pages not numbered. May we submit this document, and any other pre-existing attachments, without modification?

Answer: Yes, pre-existing documents required may be submitted without modification.

Q9. Respondents are required to attach their latest financial statement. May Respondents provide a web link to their financial statements in lieu of providing them in hardcopy?

Answer: No, please provide hard copies of Financial Statements.

Q10. The RFP numbering goes from 5-4.5 to 5-4.7, skipping 5.4-6. Will the City confirm that no requirement text is missing from the RFP?

Answer: The City confirms that no requirement text is missing from the RFP. It is a clerical error in numbering sequence.

Q11. The RFP requires that font used in the Letter of Intent be no less than 11 point. May Respondents use a smaller, still readable font for non-narrative areas such as headers and footers, requirement text, graphical exhibits, and tables?

Answer: Yes, respondents may use smaller, still readable font for non-narrative areas such as headers and footers, requirement text, graphical exhibits, and tables.

Q12. The RFP states that the contract term will be three to five (3-5) years with recurring one (1) year extension options. However, the provided sample agreement states that the term of the contract will be 5 years. Would the City please clarify?

Answer: That is a sample agreement. That contract term will be negotiated.

Q13. Should vendors incorporate their responses to the 6 evaluation criteria listed in RFP section 7 into the Letter of Interest or does the City want Vendors to respond separately to these 6 criteria?

Answer: Vendors may incorporate their responses to the 6 evaluation criteria listed in RFP section 7 into the Letter of Interest.

Q14. Does the City provide the electrical/power?

Answer: Yes, the City provides the electrical/power.

Q15. Will the city provide the Summary of Bid Form and Detail Bid Form and any other attachments that were not sent out in the original email to companies?

Answer: Addendum No. 1 to the RFP was posted on 03/04/20 deleting section 2-5 of the RFP and clarifying that a Summary Bid Form and Detailed Bid Form are not required. See below:

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Q16. Will the city provide the Non-Collusion Affidavit for Respondent form?

Answer: Attached is the City's Non-Collusion Affidavit Form.

Q17. We respectfully request a two week extension to the proposal due date to allow sufficient time for vendors to receive and understand answers to questions and to incorporate the responses into our proposals.

Answer: We are granting a one-week extension to the proposal due date.

The new Due Date is: Thursday March 26, 2020 at 1:00 p.m.

The new Bid Open Date is: Thursday, March 26, 2020 at 2:00 p.m.

The new Evaluation Period is: Friday, March 27, 2020 thru April 10, 2020 (tentative).

Attached is the schedule with the revised dates.

Q18. Is section 7-1.1, criteria no. 6, we need to provide items in numerical order. Would you like items one through six be placed after 6-2.10 (certificate of insurance) in the RFP format? Is section 7-1.1 outside of the 20-page limit in section 6-2.2?

Answer: Yes, section 7-1.1 can be placed after 6-2.10 (certificate of insurance) and labeled accordingly. Yes, section 7-1.1 is outside of the 20 page limit in section 6-2.10.

Q19. It seems that there is no 5-4.6; is this a numbering error.

Answer: Yes, it is a clerical error in numbering sequence.