



530 Water Street, Oakland, California 94607

April 4, 2017

Addendum No. 1

RFP No.: 16-17/16, Safety Services for Owner Controlled Insurance Program

This Addendum modifies the original RFP Documents for the above mentioned RFP. Acknowledge receipt of this addendum in the space provided on the RFP Acknowledgement and Signature Form (Attachment 3). Failure to do so may disqualify your proposal.

The following questions were submitted by the deadline and are answered in this addendum.

1. **Question:** Should the cost proposal include the minimum of 485 hours of on-site service per year (1,455 hours for three (3) year term) which would include the additional Scope of Services, or, should the proposal show the cost for the minimum of 485 hours of on-site service per year PLUS cost for the additional Scope of Services. The Proposal Worksheet – Attachment 4 only allows for cost of site visits. Given the scope, there will be office-type work.

Response: The cost proposal should include all services planned at one rate. The 485 basic hours may in some cases include hours of office-type work when requested by the Port, such as requests by the Port for a review of a site safety plan or other document review and to include all field work. Proposals should not be submitted with multiple Attachment 4s nor with multiple rates on an attachment 4.

2. **Question:** Does the successful safety firm have to enroll in the OCIP or are they exempt?

Response: The successful safety firm will not be required to enroll in the Port's Owner Controlled Insurance Program (OCIP), they will be excluded from OCIP coverage and required to provide their own insurance coverage as described in the sample Professional Service Agreement.

END OF ADDENDUM NO.1