

**REQUEST FOR PROPOSALS (RFP) NO. 731-SH
AUTOMOTIVE FLEET MANAGEMENT AND MAINTENANCE SERVICES**

ATTACHMENT 1 TO BULLETIN NUMBER 2
QUESTIONS AND ANSWERS (Q&A)

QUESTION NUMBER	RFP LANGUAGE (IF PROVIDED)	PROPOSER'S QUESTION	COUNTY'S RESPONSE
1.		Can the County confirm that electronic submissions are required for the proposal submission? If so, can the County confirm the instructions specified in Section 7.1 regarding hard copy submission do not apply?	No, electronic submissions are not accepted. Refer to hard copy submission requirements specified in Paragraph 7.11 (Proposal Submission) of the RFP.
2.		Is the RFP on an as needed basis?	No.
3.		Will the Contract have several vendors?	No.
4.		How many locations is the vendor required to have?	Refer to Paragraph 3.0 (Proposer's Minimum Mandatory Requirements) of the RFP.
5.		Is the conference on March 20 and April 13, 14?	April 13 and 14 only.

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6.		Is the County open to negotiating terms and conditions of the contract? We cannot agree to the terms and conditions as-is nor can we provide a redline. Our legal time expects to negotiate a final contract at time of award.	Per Paragraph 7.8.5 (Exceptions to Terms and Conditions of Contract and Requirements of Statement of Work and Attachments (Section G)) Proposer must indicate all exceptions to Appendix A (Contract) and Exhibit A (Statement of Work). Only exceptions disclosed in proposals will be considered during contract negotiations with awarded Contractor.
7.	During the term of this Contract, the Board or Chief Executive Officer reserves the right to require the addition of and/or change to certain terms and conditions of this Contract. The County reserves the right to add and/or change such provisions as required by the Board or Chief Executive Officer. To implement such changes, an Amendment to this Contract will be prepared and executed by Contractor and the Sheriff, or his authorized designee.	Regarding 8.1.3 below – any change to the terms and conditions of the contract would need to be negotiated. We cannot unilaterally accept changes to the contract terms.	All added and/or revised County terms and conditions will be provided to Contractor for review and approval.
8.		How many contract change orders has the County gone through with the current provider?	18 change orders have been executed.

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9.		What is the uptime metric your current provider is executing on in regards to patrol units and buses?	Current provider is expected to provide the uptime metrics specified in Attachment 6 (Out-of-Service Rates) to Exhibit A (Statement of Work).
10.		Can you provide a list of all metrics being measured to evaluate your fleet / the provider's performance?	Performance metrics are measured based on the requirements in the Contract, Exhibit A (Statement of Work) and all attachments thereto.
11.		How much did the County spend on FFS work in 2024 and 2025 respectively?	Refer to Attachment 2 to this Bulletin #2.
12.		Will the County allow Shop Fax to integrate with our systems if possible?	Will be considered during contract negotiations with awarded Contractor.
13.		What was the Collision spend in 2024 and 2025 respectively?	Refer to Attachment 3 to this Bulletin #2.
14.		Does a 3rd party still handle parts?	Negotiated during the start up period (operational plan) with awarded Contractor.
15.		Does the County have any current openings? If so, what and where are they?	Yes, refer to LAcounty.gov for job opportunities.

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16.		Can the County provide a fleet list in Excel that identifies units by year, make, model, VIN and assigned location? How much data can you provide on your existing fleet?	Refer to Attachment 4 to this Bulletin #2.
17.	Attachment 8 (Repair vs. Replacement Guidelines)	Please provide condition assessments for the incoming fleet including quantities that currently exceed FFP thresholds.	Refer to the revised Attachment 8 (Fixed-Price to Fee-for-Service Vehicle Reassignment Guidelines) to this Bulletin #2. Future projection unknown. This is part of startup to determine condition of vehicles.
18.	Paragraph 3.9.1 of Exhibit A (Statement of Work)	What is the current dependability rate of the system? When was the last time it was updated? Are there any plans to make any major changes to system in the next 4 years and if so, what changes are anticipated?	ShopFax has had very little downtime. ShopFax is on the cloud and is updated once or twice a year. No anticipated changes to ShopFax.
19.	Paragraph 3.7.6 of Exhibit A (Statement of Work)	What is the overall condition of the 79 access points, keyboards, monitors, etc.?	Currently all computer hardware is working and in good condition.

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20.	Paragraph 5.14.4 of Exhibit A (Statement of Work)	New vehicles outfitting transport from department storage areas. What is the location of storage area, will that location change in 4 years? Will all vehicles be outfitted at Eastern avenue?	Department vehicles can be outfitted at Eastern or Pitchess. Pitchess has a storage lot on site. Eastern vehicles are stored at three separate lots located within a half mile radius. The storage locations are not expected to change unless to accommodate the needs of the Department.
21.	Paragraph 9.2.2 of Exhibit A (Statement of Work)	Will an inspection or evaluation of the worn tools, lifts, compressors, tire machines, air conditioning machines, scan tools brake lathes etc. take place and will the county reimburse the contractor for repair or replacement of equipment?	Department will conduct a walk through on all equipment etc. Both Department and awarded Contractor will identify all necessary repairs or replacements to be completed at County's sole expense. Thereafter, Contractor will be required to maintain the equipment.
22.	Paragraph 5.15.3 of Exhibit A (Statement of Work)	Where will the decommissioning take place?	All decommissioning Services are completed at Eastern Avenue, unless otherwise agreed to by both parties.
23.	RFP Sections 2.2.2, 5.12, 7.9	Assuming an escalation based on unknown living wage increases may result in an artificially high price for the County. Recommend capping at 3% annual increase and the difference of any increase above that constitutes a change.	It is the responsibility of Proposer, in calculating the proposal price, to take into consideration the possible escalation of material and other costs during the term of the contract.

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24.	RFP Sections 1.4, 5.12.5, 7.9	Assuming an escalation based on unknown health care increases may result in an artificially high price for the County. Recommend capping at 3% annual increase and the difference of any increase above that constitutes a change.	Refer to the County's response to Question #23 above.
25.	RFP Sections 1.2, Attachment 3	Please clarify what pricing adjustments will be permitted if new locations are added, existing locations are closed, or staffing requirements materially change after contract award.	Refer to Paragraph 1.4.3.2 (Fixed-Price Adjustments for Minimum Staffing Increases or Decreases) of Exhibit A (Statement of Work).
26.	RFP Section 7.8.1.9, Exhibit A	Please clarify how innovative approaches proposed by Proposers will be evaluated, utilized, and priced under the resulting contract.	To be determined during contract negotiations with awarded Contractor.
27.	Standard Terms and Conditions 8.26.2(b)	How does the County define "infraction" for the \$100/day assessment?	An infraction is considered every issue of non-compliance at the County's sole discretion.
28.	Standard Terms and Conditions 8.26.5	Will the County apply both the liquidated damages monthly invoice deduction in Section 8.26.5 and the \$100/day liquidated damages in Section 8.26.2 for the same performance issue?	No, liquidated damages are \$100 per Day per infraction, or as specified in Attachment 10 (Performance Requirements Summary (PRS) Chart) to Exhibit A (Statement of Work) to this Contract, at County's sole discretion.

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29.	Standard Terms and Conditions 8.26.2(c)	Will the County consider extending the five Days of notice period should the Contractor determine five Days is insufficient to correct the issue identified?	The County will consider Contractor's request on a case-by-case basis.
30.	Recitals Section 1	Please clarify whether the five Days of notice referenced in 8.26.2(c) applies to all Tasks in Attachment 10, or whether any PRS items are subject to the deficiency credit without the five-day cure period.	To be determined by the County at its sole discretion.
31.	SOW Section 4.2.2	Ten days to assess the fleet is not practical. Recommend the County change this requirement to a minimum of 180 days to ensure a more accurate assessment is delivered.	The ten day requirement is for the initial Fleet "size" adjustment only, in which both parties agree on the then current Fleet "size". Refer to revised Exhibit A (Statement of Work) amended via Bulletin #2, for initial Fleet assessment requirements.
32.	SOW 5.1.5(g) Emissions Testing	Please clarify whether emissions testing under SOW §5.1.5(g) applies only to vehicles requiring change-of-ownership certification, or whether it also applies to routine or periodic compliance testing. Additionally, please provide the number and types of vehicles currently subject to emissions testing to support accurate pricing.	Both, but majority are periodic compliance testing [refer to Paragraph 5.1.5.1(g) of Exhibit A (Statement of Work)]. Refer to Attachment 5 to this Bulletin #2.

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33.	SOW Section 5.14.1 New Vehicle Outfitting	Does the County pay Fee For Service for the "Special" equipment for the K-9 sedans, inmate transport vans, black and white training vehicles that require "Roll Bars" and auxiliary brake pedal?	No.
34.	SOW Section 1.7.2.3	Please confirm the County maintains air compressors and overhead lighting in the repair facilities. If so, we provide the maintain guidelines including inspection frequency and repair time.	Yes. Refer to Paragraph 9.6 (Repair Locations, Tools and Equipment, Monthly Inspections) of Exhibit A (Statement of Work) for maintenance guidelines.
35.	RFP 2.1; 7.9; Appendix A	Please provide a defined fleet condition baseline and/or historical maintenance backlog data to support Fixed Price proposal development or confirm that pre-existing and systemic fleet conditions identified at contract commencement will be treated on a Fee-for-Service basis.	Historical backlog data is not available. Refer to revised Exhibit A (Statement of Work) amended via this Bulletin #2, for Start-Up and Transition Period (STP) requirements.
36.	RFP 2.1; 7.9; Appendix A Attachment 8	Please clarify the scope and boundaries of Fee-for-Service work and confirm whether Attachment 8 – Repair vs. Replacement Guidelines will serve as the exclusive basis for determining Fixed Price versus Fee-for-Service eligibility.	Refer to Attachment 8 (Fixed-Price to Fee-for-Service Vehicle Reassignment Guidelines) to Exhibit A (Statement of Work) amended via Bulletin #2. Attachment 8 is the guideline. Each Vehicle will be evaluated on a case-by-case basis at the sole discretion of the Department.

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37.	Appendix A Attachment 10	Please confirm that the implementation timeframe for applicable performance requirements identified in Attachment 10 will be addressed as part of contract negotiations, taking into account the condition of the fleet at contract commencement.	All agreed upon performance requirements will be implemented at the County's sole discretion.
38.	RFP 2.2.2; 7.9	Please incorporate a limited, defined economic adjustment mechanism to allow pricing to reflect material changes in labor and market conditions over the multiyear contract term.	Paragraph 2.2.2 (Contract Rates) and Paragraph 7.9 (Cost Proposal Requirements and Evaluation) will stand as written.
39.	Appendix A 5.15.5	Please clarify the intended scope and application of the two percent (2%) administrative handling fee and indicate whether alternative administrative fee structures may be considered to more accurately reflect actual administrative effort.	Refer to the revised Exhibit A (Statement of Work) amended via this Bulletin #2, for revised administrative handling fees.
40.	RFP 7.3(d)(ii); 7.8	Recommend the County consider proposer-initiated operational or technological improvements that meet or exceed performance objectives as acceptable under the contract, and if so, clarify the process for proposing and implementing such improvements.	To be determined during contract negotiations with awarded Contractor.

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41.	Attachment 1	Please provide a complete listing of all vehicles and equipment included in the fleet, including for each unit: unit identification number, year, make, model, VIN, vehicle or equipment type code, and current mileage and/or operating hours, as applicable.	Refer to Attachment 4 to this Bulletin #2.
42.	Attachment 1	Please provide historical maintenance and work order records for each fleet vehicle and piece of equipment, correlated to the unit identification number used in complete listing of all vehicles and equipment.	Historical maintenance records will not be provided as it would be a huge undertaking with approx. 6800 vehicles.
43.	Standard Terms and Conditions 8.1.1.1	Under Change Notice Section 8.1.1.1, regarding fleet size adjustments, is the \$150,000 threshold intended to be cumulative within a semi-annual period, or should a Change Notice only be executed when a single fleet size or staffing adjustment results in an individual change of \$150,000 or more?	Fleet size adjustments are done at least twice a year, or on an as needed basis when a single fleet size or staffing adjustment results in an individual change of \$150,000.

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44.	Contract Exhibit A SOW, 2.7 Changes to Personnel	<p>Section 2.7.1 states "Contractor must notify County Project Manager in writing of any proposed permanent replacement or reassignment of Contractor key personnel not less than 15 Days prior to such action, and not less than seven Days for technicians or other staff." There are no key personnel defined for this RFP.</p> <p>Can the County confirm there are no positions classified as key personnel on this contract?</p>	Refer to Paragraph 2.1.5 (Contractor Key Personnel) to Appendix A (Contract).
45.	Contract Exhibit A SOW, 5.18 Car Wash Services	<p>There do not appear to any staffing required for this SOW requirement in Attachment 3 Repair Locations and Minimum Staffing Requirements.</p> <p>Will the County provide the minimum staffing requirements in an updated Attachment 3?</p>	Refer to the revised Attachment 3 (Repair Locations and Minimum Staffing Requirements) to Exhibit A (Statement of Work) amended via this Bulletin #2.
46.	Contract Exhibit A SOW, 5.19 Detailing Services	<p>There do not appear to any staffing required for this SOW requirement in Attachment 3 Repair Locations and Minimum Staffing Requirements.</p> <p>Will the County provide the minimum staffing requirements in an updated Attachment 3?</p>	Refer to the revised Attachment 3 (Repair Locations and Minimum Staffing Requirements) to Exhibit A (Statement of Work) amended via this Bulletin #2.

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47.	Attachment 3 Repair Locations and Minimum Staffing Requirements	<p>The minimum staffing requirements do not appear to contain any procurement/subcontracts/buyers for parts, equipment, services, petroleum/oil/lubricants, and fuel.</p> <p>Will the County provide the minimum staffing requirements for procurement/subcontracts/buyers in an updated Attachment 3?</p>	These duties are intended to be provided by any of the administrative staff located at Eastern Avenue.
48.	Attachment 3 Repair Locations and Minimum Staffing Requirements	<p>The minimum staffing requirements do not appear to contain any non-collision related Estimators for maintenance estimates.</p> <p>Will the County provide the minimum staffing requirements for non-collision related Estimators in an updated Attachment 3?</p>	No.
49.	Attachment 3 Repair Locations and Minimum Staffing Requirements	<p>The PWS 1.6 states that "The hours and Days are set forth in Attachment 3 (Repair Locations and Minimum Staffing Requirements)..." however, there do not appear to be any defined days in Attachment 3.</p> <p>Will the County clarify which days of the week each repair location is open for business?</p>	Refer to the revised Attachment 3 (Repair Locations and Minimum Staffing Requirements) to Exhibit A (Statement of Work) amended via this Bulletin #2.

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50.	Exhibit 9 Price Sheet	<p>Instructions state "All data entered in pages 1 - 6 will be automatically summarized in page 7 (Roll-Up)." however, there is no formula or automation to map the data from one page to another.</p> <p>For Fixed-Price Groups 1 – 4 does the County want the Per-Unit Price from pages 2-5 to be copied and repeated into the Annual Fixed-Price Fees table on page 7 (Cost Proposal Summary)?</p>	Fillable version of Exhibit 9 (Price Sheet) will be e-mailed to all Proposers who attend the Mandatory Proposers' Conference and Site Visits in its entirety.
51.	Exhibit 9 Price Sheet	<p>For Exhibit 9, Pages 2-5, would the County consider breaking down the vehicles into Types (i.e., Sedan, Light Truck/SUV, Heavy Truck, Trailer, Misc. Vehicles) in order to obtain more precise per unit pricing?</p> <p>The current construct forces the Offeror to bid 1 unit price for a variety of different types of vehicles which in reality have very different preventative maintenance and repair costs. For example, Sedans typically are less expensive to maintain than a 4x4 SUV or Heavy Truck, the County could benefit from more precise unit pricing.</p>	No.

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52.	General	Would the County consider adding language in the draft Contract to provide a contractual mechanism for escalation due to changes in the Federal, State, or Local law?	No.