



### Questions and Answers for OLSE RFP 2018-01

The following questions were posed at the preproposal meeting or via email and are provided here with answers.

1) What is the substance abuse process including how it is administered, monitored, and the data points collected?

Answer: The Substance Abuse Prevention Policy is governed by the Water System Improvement Program Project Labor Agreement (PLA) and the Sewer System Improvement Program Extension Agreement for contracts issued by the San Francisco Public Utilities Commission (PUC). For more information and to read the PLA's Substance Abuse Prevention Policy, please visit [sfwater.org/pla](http://sfwater.org/pla)

Currently, the data collected includes the contract number, contractor/direct employer, worker name and identification, the date of the test, the outcome of the test pass or fail.

2) Are there other Third Party users other than those for substance abuse clearances?

Answer: Other than the current Pre-Approved Third Party Administrators, an awarding body must be able to designate the email address or domain for any additional third party that would not be a contractor or a subcontractor. This would include designating the role of the party and configuring their access rights, including but not limited, to uploading data to a project, contractor, worker or other table.

3) Should cost for the labor compliance system implementation be only in the first year on Template D?

Answer: This is up to the proposer; however, each proposal will be evaluated based on the sum of the total cost over the five-year life of the contract.

4) Does the City have GIS polygons/coordinates for Section 3 housing verification?

Answer: The Section 3 verification process requires either an address validation list that the City can provide or the worker would have to self-certify. The City also has a GIS file that could be used for additional verification.

5) Does the Local Hire Verification System have to be working by July 1, 2018 or can it be later?

Answer: The Local Hire Verification System needs to be working on July 1, 2018.

6) Can the City provide data sets for Zip Code, Neighborhood boundaries, and Supervisorial districts?

Answer: Yes, we have Neighborhoods, Supervisor Districts and ZIP Code Tabulation Areas which may work for zip code. These are all available directly as Shapefiles and other geospatial formats (KML, geojson)

Here are the direct links:

<https://data.sfgov.org/Geographic-Locations-and-Boundaries/Analysis-Neighborhoods/p5b7-5n3h>

<https://data.sfgov.org/Geographic-Locations-and-Boundaries/Current-Supervisor-Districts/8nkz-x4ny>

<https://data.sfgov.org/Geographic-Locations-and-Boundaries/San-Francisco-ZIP-Codes/srq6-hmpi>

7) Does the City have a preferred method of receiving the data? For example through an Extract, Transform, and Load process or through an Application Programming Interface?

Answer: An Application Programming Interface is the preferred choice, but an Extract, Transform, and Load process would satisfy the City's minimum requirements so long as that process can be automated and scheduled according to the refresh requirements of the department.

8) Is Template D the only Template that must be submitted?

Answer: Yes. Template D is the cost description and should be used to submit the 5 year cost. Templates A, B, and C provide detailed descriptions of the topics the responses should address but the responses can be organized according to the Proposer.

9) Does the City prohibit hiring overseas engineers?

Answer: No

10) Will a vendor selected by this contract be guaranteed to be tasked with providing all services listed in the scope of work?

Answer: No, the vendor selected to perform this contract will be tasked by the City to perform the work on the schedule described, Certified Payroll and Workforce Management first, and then the Labor Compliance component. However, the City's, at its sole discretion, may choose not to task the vendor with the Labor Compliance component or any sub section of the scope of work.

11) The current system monitors payments, progress as is indicated on page 3 of 14. Will the new vendor/system be utilized to monitor contract payments?

Answer: Payrolls are the payments monitored in the existing system. The existing system is not used to monitor payment to contactors other than to ensure that workers have been paid and the workforce requirements are met and the proposed system will be used in the same manner.

12) Will the new system need the ability to download data as plain "txt" files, as is indicated on page 4 of 14?

Answer: Depending on how the vendor provides the data to the City, a txt format could be an acceptable format.

13) Can the city supply all required forms under 2.2 Workforce Management Specifications (I.E. Local Hire, Section 3, & First Source)?

Answer: Yes. Examples of forms are now posted on our website under "Example Workforce Forms" at <http://sfgov.org/olse/contracting-opportunities>

14) What is the city's budget for this procurement?

Answer: The existing contract is for \$550,313 and the budget for this procurement is in process.

15) Please further explain compatibility with OpendataSF as noted on page 8 of 14?

Answer: The data provided to the City will be compatible with OpendataSF if it is a machine readable, non-proprietary and does not require private software to read.

16) What type of data will be migrated from the existing system and in what format?

Answer: The data will to be migrated will be from a databases, csv or excel files.

