# WSD ON-CALL ENVIRONMENTAL, HEALTH AND SAFETY (EHS) TRAINING SERVICES

**Questions and Answers:**

1. Please clarify page 32, 3 at the top of the page. Are items a-f to be included in our response for each course we provide? That would amount to hundreds of pages in just the student manuals (f – student guide) we currently have on hand. Or, is this applicable only to new courses developed in the future?
   
   City response: Per Section III, #1. B. a. Example documentation and materials necessary to demonstrate the ability to develop and deliver training that meets or exceeds industry standards. The City requires one example of one of the training topics in the scope of work. The offeror that wins the bid will be required to present a – f for every training class performed for the City, per Section IV – Scope of Work B. #3.

2. Page 24 of (E). Proposer’s Professional References; you are requesting 3 current business references related to the scope of work include names/addresses/phone numbers and email addresses. You make no mention of explaining services for each of the references. There is also no section addressing that on page 35 of 37. Can we explain services for each of the references or is that going to be considered “non responsive”?
   
   City response: Per Section III, #1. E. b. List of three (3) current business references related to the scope of work. The City does not require an explanation of services. It would not be considered non-responsive. Section V – Submittal #2 REFERENCES has been removed.

3. What is the scope of the training topic ‘ADEQ’? As this acronym typically means ‘Arizona Department of Environment Quality’, the topics to be taught are unclear. Are you requesting the four grades?
   
   City response: ADEQ means ‘Arizona Department of Environmental Quality’. The City is requesting all four grades. Please see changes to Section IV – Scope of Work below.

4. What is the scope of the training topic ‘Flagging and Barricading’? Specifically, is the scope as required in ‘Traffic Control Technician’ as authorized by the American Traffic Safety Services Association?
   
   City response: The City does not do training to certify flaggers at this time. Our flagging and barricading class covers the City of Phoenix, Street Transportation Department, Traffic Barricade Manuel, which augments and compliments the Manuel on Uniform Traffic Devices (MUTC) and the Arizona supplement to the MUTC. Please see changes to Section IV – Scope of Work below.

5. What subjects, or your definition of, are required to be covered in the training topic Advanced First Aide?
   
   City response: Advanced First Aid will cover CPR/AED/Bloodborne Pathogens/First Aid. Please see changes to Section IV – Scope of Work below.

6. We have 2 hour training timeframes for some of the topics listed (e.g. FA, CPR/AED, BBP) yet the spreadsheet only has 4 hour and 8 hour pricing columns. How should we address this?
   
   City response: The price sheet has been revised, the offeror will determine the number of hours required per class. Section V – Submittal has been revised and replaced.

7. Training topic #27 OSHA 500, 501, 510, 511: These are OSHA trainer standards, were you interested in OSHA Outreach as well?
   
   City response: No, the City is not interested in OSHA Outreach training.

8. Training topic #30 Powered Industrial Trucks: Does Powered Industrial Trucks speak to Aerial and
Scissor Lifts as well as Forklifts
City Response: Powered Industrial Truck refers to Forklifts.

9. How many forklift classes would be included? Will there be a class for every model, propane, electrical, or diesel?
City response: There will be one general forklift class. All models can be referenced. Please see changes to Section IV – Scope of Work below.

10. The Total column appears to have an auto sum formula for the row, depending on the project, number of hours for training development could vary.
City response: The price sheet has been revised, the proposer will determine the number of hours required per class. Section V – Submittal has been revised and replaced.

11. Training topic #7 Chlorine A&B kits. We didn’t see hazards are chlorine, do you need fundamental training?
City response: Yes, fundamental Chlorine A&B kits training is required. Please see changes to Section IV – Scope of Work below.

12. Training topic #11 excavation, is trenching and shoring the same as #34?
City response: Yes, excavation, and trenching and shoring are the same. See changes to Section IV – Scope of Work below.

13. Price sheet allows for 4 hour, 8 hour, and hourly. What about standard 24 hour classes, and classes that do not fall under 4 or 8 hour?
City response: The price sheet has been revised, the proposer will determine the number of hours required per class. Section V – Submittal has been revised and replaced.

14. How are you going to evaluate cost if people are picking and choosing these topics? Since price is part of the evaluation.
City response: Procurement has a formula to evaluate price. The formula will be used on each line. 200 points will be based on your best score. How many courses divided by the cost of the courses.

15. Training topic #10 emergency response, will the scope be basically incident command? Will we be doing anything outside of HAZWoper?
City response: The City will only be offering HAZWoper at this time. The scope has been revised, please see changes to Section IV- Scope of Work below.

16. What about the refresher classes, will there be multiple days?
City response: Refresher classes will be required for all HAZWoper classes. The price sheet has been revised, the proposer will determine the number of hours required per class. Please see changes to Section IV – Scope of work below.

17. What does Loader Backhoe mean?
City response: There is a training for Front Loader Operation and a training for Backhoe Operation. Please see changes to Section IV – Scope of Work.
Please make the following changes to the above-referenced solicitation:

SECTION 1 – SOLICITATION INSTRUCTIONS #3

3. SCHEDULE OF EVENTS

Written Inquiries due date is changing from 06/30/2016 2:00 P.M., Local Arizona Time to 07/05/2016 2:00 P.M. Local Arizona Time. Evaluation Panel Meets is changing from 06/30/2016 to 07/18/2016.

SCHEDULE OF EVENTS

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Issue Date</td>
<td>06/14/2016</td>
</tr>
<tr>
<td>Written Inquiries Due Date</td>
<td>07/05/2016 2:00 P.M., Local Arizona Time</td>
</tr>
<tr>
<td>Proposal Due Date</td>
<td>07/12/2016 3:00 P.M., Local Arizona Time</td>
</tr>
<tr>
<td>Pre-Proposal Conference</td>
<td>06/20/2016 8:00 A.M. Local Arizona Time</td>
</tr>
<tr>
<td>Evaluation Panel Meets</td>
<td>07/18/2016</td>
</tr>
<tr>
<td>City Council Approval</td>
<td>08/31/2016</td>
</tr>
</tbody>
</table>

SECTION III – SPECIAL TERMS AND CONDITIONS

1. EVALUATION CRITERIA

C. Proposer’s rates for training services. (200 Points)
   a. Rates for consultation, development and training services with method of charging (per class, per student, per hour, etc.)

Change to:

C. Proposer’s rates for training services. (200 points)
   a. Rates for training and consultation services as presented in Attachment V, Proposal Fees.

SECTION IV – SCOPE OF WORK

D. TRAINING TOPICS

Change to:

D. TRAINING TOPICS

Proposers may offer on any one or all of the following training areas:

1. Safety
   - ADEQ Certification Test Prep - Production 1
   - ADEQ Certification Test Prep - Production 2
   - ADEQ Certification Test Prep - Production 3
   - ADEQ Certification Test Prep - Production 4
   - ADEQ Certification Test Prep - Distribution 1
   - ADEQ Certification Test Prep - Distribution 2
   - ADEQ Certification Test Prep - Distribution 3
   - ADEQ Certification Test Prep - Distribution 4
   - ADEQ Certification Test Prep - Wastewater 1
   - ADEQ Certification Test Prep - Wastewater 2
   - ADEQ Certification Test Prep - Wastewater 3
   - ADEQ Certification Test Prep - Wastewater 4
   - ADEQ Certification Test Prep - Collection 1
   - ADEQ Certification Test Prep - Collection 2
2. Environmental

- Aquifer Protection Permits
- Arizona and National Pollutant Discharge Elimination System Permits
- Clean Air Act
- Clean Water Act
- Continuity of Operations Plan
- Emergency Planning and Community Right to Know Act
- Field Incident Response
- Hazardous Materials Transportation
- National Incident Management System (NIMS)
- Resource Conservation and Recovery Act (RCRA)
- Risk Management Plans
- Spill Prevention Control and Countermeasures (SPCC) Plan

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by returning the entire addendum with the bid or proposal submittal.