



City of Tacoma

Questions and Answers

Flagging and Traffic Control Services RFB Specification No. TU22-0361F

All interested parties had the opportunity to submit questions in writing by email to Erica Pierce, Senior Buyer by date questions were due. The answers to the questions received are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to [Current Contracting Opportunities / Services Solicitations](#), and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Question 1: Will Traffic Control Supervisors be required in this contract?

Answer 1: Yes. Traffic Control Supervisors will be required. An addendum will be issued to include their labor rates on the proposal pricing sheets.

Question 2: Can we provide additional equipment rental rates for other items that we feel may be required?

Answer 2: Yes. Additional equipment rental rates for items not listed on the proposal pricing sheets may be provided on a separate pricing sheet of the bidder's choosing. There is no guarantee that these items will be included on the contract.

Question 3: Can we provide labor rates for Uniformed Police Officers?

Answer 3: Not at this time. Additional labor rates may be added post award via contract amendment, if necessary.

Question 4: What is the farthest distance for potential travel beyond the locations noted and will advance notice be provided for those travel requirements?

Answer 4: Travel beyond the locations listed in Section 1.01.3 – Project Location will be discussed with the contractor in advance. Distance will vary based on project requirements.

Question 5: If project work location changes during the course of a single work day, requiring flagging personnel to relocate, will flaggers be “on the clock” as they relocate?

Answer 5: Yes. If relocations during the course of a single work day are requested by the City of Tacoma the flaggers will be paid for the time required to relocate.

Question 6: Are there set work times established for the six (6) person and four (4) person flagging crews?

Answer 6: Work times will vary depending on the project requirements and Tacoma Public Utilities section using the services.



City of Tacoma

Questions and Answers

Question 7: Is there a designated meeting spot from which flaggers will be dispatched and will the start time be at that spot?

Answer 7: The meeting spot may vary depending on the specific project requirements. The start time will be at the meeting spot requested by the City of Tacoma.

Question 8: Will there be an incremental need for flaggers and, if so, what type of advance notice will the contractor receive when there is a need?

Answer 8: Yes, there may be a need for additional flaggers. The City of Tacoma will attempt to provide advance notice whenever possible. The advance notice time may fluctuate depending on project requirements.

Question 9: Will Section 2.01.1D – Flagging Crew Cancellation apply to flaggers requested based on incremental needs?

Answer 9: Please see Section 3.01.3B – Flagging Services Minimum Payment for individually requested flaggers cancellation requirements.

Question 10: What is the minimum hours to be paid for each flagger if the notice of cancellation is not provided within the stated time?

Answer 10: Two (2) hours for each flagger requested by the City of Tacoma.

Question 11: Are there any bonding requirements for this contract?

Answer 11: No. Bonds are not required.

Question 12: Will the selected contractor(s) have an ability to negotiate specific items or proposed revised contract language?

Answer 12: No. The City of Tacoma is unable to negotiate contract terms. Additional items may be added post award by contract amendment, if necessary.

Question 13: Are equipment rates to remain firm for the life of the contract, including renewal options?

Answer 13: Yes. Equipment rates shall remain firm. The City of Tacoma may consider unscheduled adjustments to these items on a case by case basis if there is a significant increase outside the control of the supplier and documentation is provided to support the increases. The City of Tacoma may review various market indices to confirm such increases.

Question 14: Section 2.02 – Commencement of Work notes that work may not be continuous. Does this apply to the six (6) and four (4) person flagging crews?



City of Tacoma

Questions and Answers

Answer 14: Yes. There may be extended periods when these crews are not required.

Question 15: If a meal period is missed, as required by WAC 296-126-092, will the City of Tacoma pay overtime for this missed meal time?

Answer 15: Yes. The City of Tacoma will pay 30 minutes overtime if a meal period is missed at the request of City of Tacoma personnel.

Question 16: Are digital time sheets acceptable if the format is presented and approved by the City of Tacoma?

Answer 16: Yes. The City of Tacoma will consider digital time sheets.

Question 17: If a foreman is unavailable to review documented hours and indicate their concurrence by signature, is there an alternate process available?

Answer 17: Yes. The City of Tacoma will discuss an alternate process with the selected contractor(s) after contract award.

Question 18: Can invoices be emailed rather than mailed?

Answer 18: Yes. Invoices may be emailed to the appropriate City of Tacoma contact.

Question 19: Is proof of car insurance required for each individual flagger or can proof of Contractor's Commercial Automotive Liability insurance for any contractor work trucks be provided?

Answer 19: Proof of car insurance for individual flaggers is only required if the flagger is using their personal vehicles to travel to the work site.

Question 20: If there are no apprentices available to meet the LEAP goal, is there a process to demonstrate good faith efforts are made so that the financial penalties are not assessed against the contractor?

Answer 20: There is no allowance for good faith efforts in the Tacoma Municipal Code (TMC). Documenting multiple LEAP compliance efforts via email is advised. LEAP compliance will be reviewed by the City of Tacoma at the end of the project, per the TMC, and a decision made regarding assessment of penalties.

Question 21: Is the total LEAP goal 15% or 30% (LEAP 15% + apprentice 15%)?

Answer 21: A. 15 percent of the total labor hours must be worked by a local employee who is a journey level or apprentice level employee. They can live either in the City of Tacoma limits or in one of the local Economically Distressed Areas. The hours worked by apprentices in this category will also apply to the next category (B).



City of Tacoma

Questions and Answers

B. An additional 15 percent of the total labor hours must be worked by one or more apprentices who are residents of the Tacoma Public Utilities Infrastructure or Service Area.

Question 22: If an apprentice is available, but is not a LEAP resident, could they be used to fulfill the apprentice requirement?

Answer 22: No.

Question 23: If LEAP apprentice goals are not met, are there any financial penalties?

Answer 23: Yes. Please refer to Appendix A for details. The penalties listed on the LEAP Abbreviated Program Requirements form may apply.

Question 24: Do we need to submit certified payrolls on both the LCP Tracker and L&I?

Answer 24: Yes. Use LCP Tracker as your first step. It contains a feature for downloading payroll information as an XML file which can be uploaded to L&I's site.

Question 25: Is the City of Tacoma willing to revise the Excess Liability requirements to a lower amount?

Answer 25: Yes. The City of Tacoma will accept Excess or Umbrella Liability insurance with limits not less than Two Million Dollars (\$2,000,000) per occurrence and in the aggregate.

Question 26: Is continuous railroad protective liability required or will the City of Tacoma accept coverage on a project by project basis when such coverage is necessary?

Answer 26: The City of Tacoma will accept railroad protective liability coverage on a project by project basis.

Question 27: Do flaggers need additional certification in order to flag for Tacoma Rail?

Answer 27: No. Additional certification is not required.

Question 28: Is the City of Tacoma expecting the unit price for items 1 and 2 to be an hourly rate per individual or for the entire group of flaggers (4 or 6)?

Answer 28: The hourly rates for items 1 and 2 shall be for all six (6) or four (4) flaggers combined.



City of Tacoma

Questions and Answers

Question 29: The Sub Total Labor Items asks for items 1 through 7, but item 7 is an individual unit price. Should the unit price for item 7 be included in the total?

Answer 29: Yes. The unit price for item 7 should be included in the total.