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Deputy Executive Director, Pol

Andrew B. Fremi
Deputy Executive Director, Operatic

September 4, 2015

**Addendum No. 1 to
Request For Proposal
Mover Services Project
dated August 25, 2015**

Dear Bidder:

This letter is Addendum No. 1 to the Request For Proposals (RFP) for Mover Services dated August 25, 2015. Where text is revised, deleted text is shown in ~~strike-through~~ format; added text is *italicized*. The RFP is revised as follows:

<u>Addendum Item</u>	<u>Reference</u>	<u>Change</u>
1	RFP, Section IX. General Conditions, Subsection J. Payment, Sub-Contractor and Wage Information. <i>Page 14</i>	<p>Contractor's <i>mover, packer crater, driver and helper</i> personnel will be paid, at a minimum, an amount equivalent to the appropriate Area 1 wage rate and fringe benefits schedule that is set forth in the 2013-2015 Carpenters Truck Driver and Mover Agreement (Effective August 28, 2013). The 2013-2015 Carpenters Truck Driver and Mover Agreement, as adopted by the City and County of San Francisco pursuant to San Francisco Administrative Code Section 21C.6, can be found on the City and County of San Francisco's Office of Labor Standards Enforcement ("OLSE") webpage at: http://sfgsa.org/index.aspx?page=394. A summary of the Area 1 wage rates and fringe benefits schedule that are in effect as of August 24, 2015 is included as Appendix B-2, Office of Labor Standards Enforcement Summary Table.</p> <p><i>Contractor's installers will be paid, at a minimum, an amount equivalent to the prevailing wage rates set forth by the Department of Industrial Relations (DIR) for the Modular Furniture Installer (Carpenter) craft. Please see Attachment B-3, Wage Determination, Modular Furniture Installer (Carpenter).</i></p> <p>BAHA reserves the right to collect relevant payroll records from Contractor for the purpose of monitoring compliance with this requirement.</p>

<u>Addendum Item</u>	<u>Reference</u>	<u>Change</u>
2.	RFP, Appendix A, Scope of Work, Section II, Origin One (1) Description, Subsection D. Elevators/ Stairs, Page 16	D. Elevators/ Stairs/Back Lot: There are two (2) personnel elevators that can access all floors of the building and two (2) stairwells available for use. There is no freight elevator. <i>The overhang in the back lot of Origin One (1) is estimated to be approximately 10'6" high.</i>
3.	RFP, Appendix A, Scope of Work, Section IV, Destination Description, Subsection D. Elevators/Stairs, Page 16	D. Elevators/ Stairs/Loading Dock: There are four (4) personnel elevators, one (1) freight elevator, and four (4) stairwells that can access all floors available for use. <i>The entrance to the loading dock area includes a roll up door with a width of 18'8" and a maximum height of 13'9". The distance from the roll up door to the landing of the loading dock is 40'8" and the distance from the loading dock to the front of the freight elevator is 225 feet.</i> <i>The dimensions for the freight elevator are as follows: Platform: 7 feet x 8 feet; Door Opening: 4 feet wide; Door height opening: 8 feet; Cab height: 10 feet.</i>
4.	RFP, Appendix A-4, Origin 1 Approximate Inventory List, Page 34	Appendix A-4, <u>Origin 1 Approximate Inventory List</u> , is deleted in its entirety and replaced with the attached Appendix A-4, <u>Origin 1 Approximate Inventory List</u> .
5.	RFP, Appendix A-5, Origin 2 Approximate Inventory List, Page 35	Appendix A-5, <u>Origin 2 Approximate Inventory List</u> , is deleted in its entirety and replaced with the attached Appendix A-5, <u>Origin 2 Approximate Inventory List</u> .
6.	RFP, Appendix A-10, Overall Move Instructions, Section I. Preparation/ Pre-Move Instructions, Item C, Page 60	C. Origin and Destination Site Preparation - CONTRACTOR will use Masonite at all Origin 1 and Destination buildings at exterior areas, lobby entrances, and all main traffic corridors. Padding, corner and wall protection is required around main doors, as well as the use of special painters tape to minimize paint damage. <i>At Origin 2, Masonite floor coverings are not required. However, CONTRACTOR must adequately protect the elevators, surrounds and exterior doors. It is particularly important the CONTRACTOR protect the lobby wall finishes around the elevator areas.</i>
7.	RFP, Appendix A-10, Overall Move Instructions, Section II, Move	***Server Equipment*** – CONTRACTOR will provide a dedicated moving crew to handle server moves during Phases 1 and 2. Each device is to be bubble wrapped, packed onto machine carts, and shrink and blanket wrapped prior to transport to Destination in air-ride, lift-gate trucks. CONTRACTOR will transport the main servers in

	<p>Instructions, Item B, Computer Equipment and Accessory Items, Paragraph 2, Page 60</p>	<p>one air-ride truck, and transport the backup servers in a <u>separate air ride truck</u>. Server relocation crew will coordinate and complete the following with each agency's server representative:</p> <ul style="list-style-type: none"> i. Inventory and labeling ii. Shutdown process and schedule iii. Photograph and record cable connections iv. Dismounting from racks or cabinets v. i. Packing vi. ii. Transportation
<p>8.</p>	<p>Not Applicable</p>	<p>Attachment B-3, Wage Determination, Modular Furniture Installer (Carpenter) is added to the RFP and is incorporated as though fully set forth therein.</p>
<p>9.</p>	<p>RFP, Appendix D, BAHA Standard Consultant Contract, Section 19.1 Payment, Subcontractor, and Wage Information, Page 83</p>	<p>Contractor's <i>mover, packer crater, driver and helper</i> personnel will be paid, at a minimum, an amount equivalent to the appropriate Area 1 wage rate and fringe benefits schedule that is set forth in the 2013-2015 Carpenters Truck Driver and Mover Agreement (Effective August 28, 2013). The 2013-2015 Carpenters Truck Driver and Mover Agreement, as adopted by the City and County of San Francisco pursuant to San Francisco Administrative Code Section 21C.6, can be found on the City and County of San Francisco's Office of Labor Standards Enforcement ("OLSE") webpage at: http://sfgsa.org/index.aspx?page=394. A summary of the Area 1 wage rates and fringe benefits schedule that are in effect as of August 24, 2015 is included as Appendix B-2 J, Office of Labor Standards Enforcement Summary Table.</p> <p><i>Contractor's installers will be paid, at a minimum, an amount equivalent to the prevailing wage rates set forth by the Department of Industrial Relations (DIR) for the Modular Furniture Installer (Carpenter) craft. Please see Attachment J-1, <u>Wage Determination Modular Furniture Installer, (Carpenter)</u>, attached hereto and incorporated herein by this reference.</i></p> <p>BAHA reserves the right to collect relevant payroll records from Contractor for the purpose of monitoring compliance with this requirement.</p>
<p>10.</p>	<p>Not Applicable</p>	<p>Appendix D, <u>BAHA Standard Consultant Contract</u>, Attachment J-1, <u>Wage Determination Modular Furniture Installer, (Carpenter)</u>, is added to the RFP and is incorporated as though fully set forth therein.</p>

The remaining provisions of the RFP remain unchanged. In the event of a conflict between this Addendum and the previous version(s), this Addendum takes precedence.

Questions and Answers regarding this RFP are enclosed with this Addendum. Any questions concerning this Addendum to the RFP should be directed to Andrew Nguyen, Contracts Specialist, at (510) 817-5651 or alnguyen@mtc.ca.gov.

Sincerely,



Andrew B. Fremier
Deputy Executive Director, Operations

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**ATTACHMENT B-3, WAGE DETERMINATION, MODULAR FURNITURE INSTALLER
(CARPENTER)**

GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS
PURSUANT TO CALIFORNIA LABOR CODE PART 7, CHAPTER 1, ARTICLE 2, SECTIONS 1770, 1773 AND 1773.1

FOR COMMERCIAL BUILDING, HIGHWAY, HEAVY CONSTRUCTION AND DREDGING PROJECTS

CRAFT: MODULAR FURNITURE INSTALLER (CARPENTER)

DETERMINATION: NC-23-31-15-2015-2

ISSUE DATE: August 22, 2015

EXPIRATION DATE OF DETERMINATION: June 30, 2016** The rate to be paid for work performed after this date has been determined. If work will extend past this date, the new rate must be paid and should be incorporated in contracts entered into now. Contact the Office of the Director – Research Unit for specific rates at (415) 703-4774.

LOCALITY: All Localities within Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, and Yuba Counties.

Classification (Journey person)	Employer Payments						Straight-Time		Overtime Hourly Rate		
	Basic Hourly Rate	Health and Welfare	Pension ^b	Vacation/ Holiday ^c	Training	Other Payments	Hours	Total Hourly Rate	Daily 1 1/2X	Saturday ^d 1 1/2X	Sunday/ Holiday 2X
^a AREA 1											
Master Installer	\$31.93	\$9.90	\$5.82	\$3.63	-	\$0.22	8	\$51.50	\$67.465	\$67.465	\$83.43
Lead Installer	27.71	9.90	5.82	3.63	-	0.22	8	47.28	61.135	61.135	74.99
Installer I	24.26	9.90	5.32	3.63	-	0.22	8	43.33	55.46	55.46	67.59
Installer II	20.83	9.90	5.32	3.63	-	0.22	8	39.90	50.315	50.315	60.73
^a AREA 2											
Master Installer	28.21	9.90	5.82	3.63	-	0.22	8	47.78	61.885	61.885	75.99
Lead Installer	24.58	9.90	5.82	3.63	-	0.22	8	44.15	56.44	56.44	68.73
Installer I	21.61	9.90	5.32	3.63	-	0.22	8	40.68	51.485	51.485	62.29
Installer II	18.66	9.90	5.32	3.63	-	0.22	8	37.73	47.06	47.06	56.39
^a AREA 3											
Master Installer	26.88	9.90	5.82	3.63	-	0.22	8	46.45	59.89	59.89	73.33
Lead Installer	23.46	9.90	5.82	3.63	-	0.22	8	43.03	54.76	54.76	66.49
Installer I	20.66	9.90	5.32	3.63	-	0.22	8	39.73	50.06	50.06	60.39
Installer II	17.89	9.90	5.32	3.63	-	0.22	8	36.96	45.905	45.905	54.85

^a**AREA 1:** Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma Counties.

AREA 2: Monterey, San Benito, and Santa Cruz Counties.

AREA 3: Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Mariposa, Mendocino, Merced, Modoc, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, and Yuba Counties.

^b Includes an amount for Annuity Trust Fund.

^c Includes an amount for Work Fee.

^d Rate applies for the first 10 hours only. All hours worked in excess of ten hours on Saturdays shall be paid at double time (2X).

RATIO: The ratio of employees shall be based on the increments of ten (10) employees. It is understood that the employee ratio shall apply on a company-wide basis. For every ten (10) employees, the employer shall employ one (1) Master Installer, three (3) Lead Installer, three (3) Installer I, and three (3) Installer II. For crew size of less than 10 employees, the employer shall employ a Master Installer, followed by a Lead Installer, then an Installer I, and lastly an Installer II. For crew size of over 10 employees, please contact the Office of the Director – Research Unit at 415-703-4774.

All drapery installation shall be performed by employees at the Installer I level or above. Employers employing three (3) or more Drapery Installers at the Installer I level or above may employ one (1) Installer II. For each additional three (3) Installer I level or above Drapery Installers then in his/her employ, the employer may employ one (1) additional Installer II.

RECOGNIZED HOLIDAYS: Holidays upon which the general prevailing hourly wage rate for Holiday work shall be paid, shall be all holidays in the collective bargaining agreement, applicable to the particular craft, classification, or type of worker employed on the project, which is on file with the Director of Industrial Relations. If the prevailing rate is not based on a collectively bargained rate, the holidays upon which the prevailing rate shall be paid shall be as provided in Section 6700 of the Government Code. You may obtain the holiday provisions for the current determinations on the Internet at <http://www.dir.ca.gov/OPRL/PWD>. Holiday provisions for current or superseded determinations may be obtained by contacting the Office of the Director – Research Unit at (415) 703-4774.

TRAVEL AND/OR SUBSISTENCE PAYMENT: In accordance with Labor Code Sections 1773.1 and 1773.9, contractors shall make travel and/or subsistence payments to each worker to execute the work. You may obtain the travel and/or subsistence provisions for the current determinations on the Internet at <http://www.dir.ca.gov/OPRL/PWD>. Travel and/or subsistence requirements for current or superseded determinations may be obtained by contacting the Office of the Director – Research Unit at (415) 703-4774.

DEPARTMENT OF INDUSTRIAL RELATIONS

Office of the Director – Research Unit

455 Golden Gate Avenue, 9th Floor
San Francisco, CA 94102

ADDRESS REPLY TO:

P.O. Box 420603
San Francisco CA 94142-0603

**PREDETERMINED INCREASES FOR
MODULAR FURNITURE INSTALLER (CARPENTER) CLASSIFICATIONS
(Determination NC-23-31-15-2015-2)**

IN ALAMEDA, ALPINE, AMADOR, BUTTE, CALAVERAS, COLUSA, CONTRA COSTA,
DEL NORTE, EL DORADO, FRESNO, GLENN, HUMBOLDT, KINGS, LAKE, LASSEN,
MADERA, MARIN, MARIPOSA, MENDOCINO, MERCED, MODOC, MONTEREY, NAPA,
NEVADA, PLACER, PLUMAS, SACRAMENTO, SAN BENITO, SAN FRANCISCO,
SAN JOAQUIN, SAN MATEO, SANTA CLARA, SANTA CRUZ, SHASTA, SIERRA,
SISKIYOU, SOLANO, SONOMA, STANISLAUS, SUTTER, TEHAMA, TRINITY, TULARE,
TUOLUMNE, YOLO, AND YUBA COUNTIES

This predetermined increase for the above named craft applies only to the above-referenced determination for work being performed on public works projects with bid advertisement dates on or after **September 1, 2015** until this determination is superseded by a new determination or a predetermined increase modification notice becomes effective.

When referencing our prevailing wage determinations, please note that if the prevailing wage rate determination which was in effect on the bid advertisement date of a project, has a single asterisk (*) after the expiration date, the rate will be good for the life of the project. However, if a prevailing wage rate determination has double asterisks (**) after the expiration date, the rate must be updated on the following date to reflect the predetermined rate change(s).

MODULAR FURNITURE INSTALLER (All classifications)

Determination NC-23-31-15-2015-2 is currently in effect and expires on June 30, 2016**.

- **Effective July 1, 2016**, there will be a \$1.43 increase allocated as follows: \$0.65 to Basic Hourly Rate, \$0.15 to Health & Welfare, \$0.50 to Pension, \$0.10 to Training, and \$0.03 for Work Fee.
- **Effective July 1, 2017**, there will be a \$1.49 increase allocated as follows: \$0.70 to Basic Hourly Rate, \$0.25 to Health & welfare, \$0.50 to Pension, and \$0.04 for Work Fee.
- **Effective July 1, 2018**, there will be a \$1.54 increase allocated as follows: \$0.60 to Basic Hourly Rate, \$0.35 to Health & Welfare, \$0.50 to Pension, \$0.05 to Training, and \$0.04 for Work Fee.

There will be no further increases applicable to this determination.

Issued 8/22/2015, Effective 9/1/2015 until superseded.

This page will be updated when wage rate breakdown information becomes available.

Last Updated: September 1, 2015

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APPENDIX A-4, ORIGIN 1 APPROXIMATE INVENTORY LIST (as amended per Addendum 1)

PHASE 1	
AGENCIES	MTC and ABAG
ORIGIN 1 ADDRESS	101 8th Street, Oakland, CA 94607
OFFSITE ADDRESS	Extra Space Storage: 210 Fallon St, Oakland, CA 94607
DESTINATION ADDRESS	375 Beale Street, San Francisco, CA 94105

****Note: All values are preliminary, approximate and subject to change****

Qty	Description	Qty	Description
Employee Move			
3,800	Crates (contents for [323] employees and filing cabinets to be surveyed at walk through) -- DELIVER CRATES ON FRIDAY, 01.08.16 MORNING	See Description	(*) "Zip-lock" bags and (455) monitor sleeves * = to be provided by separate computer vendor
50	<i>Open Top moving boxes – to be prepacked by staff</i>		
Computer Equipment			
323	Equipment: 200 CPU – 123 LP	3	Printers: Desktop
455	Equipment: Monitors	62	Servers (no racks moving)
General Office Equipment			
All	Telephones	1	Drill Press – Counter top 3'x3'
1	Paper cutter – Electric stand alone	1	Binding Machine – Counter top 3'x3'
Furniture			
3,330	Linear feet (LF) of file contents (crate count captured above)	3	Safe - Desktop
7	Cabinet – Fire King (5 vertical and 2 Lateral)	100	Shelving Units/Metro – De-install/Reinstall
370	Cabinets – Lateral	2	Tables – Graphics Drafting
3	Cabinet – Storage	23	Tables – Training 70x30 and 84x18
32	Chairs – Conference Room	3	Tables – Conference - Dismantle
25	Chairs - Guest/Side Seating	165	Keyboard Trays
135	Chairs - Task	3	Tables – Copy Center 4' x 5'
1	<i>Sofa</i>		
Ancillary Items			
Various	Misc. Supplies – Bulletin Boards, Dry Erase Boards, Kitchen and Office Supplies, etc.	Various	Storage Room and Offsite Storage Unit Items – Pamphlets, boxes, contents from cabinets
Various	All boxed Copy paper	Various <i>None</i>	Waste Baskets – All (Desks, Conf. Rooms, Break Rooms)
Various	Artwork	150	<i>Packed By Owner (PBO) boxes</i>

Specialty Areas			
631 LF	Library – Technical, measured in LF	161 Linear Feet	Library – Law, measured in LF

APPENDIX A-5, ORIGIN 2 APPROXIMATE INVENTORY LIST

PHASE 2	
AGENCY	Air District with Laboratory
ORIGIN 2 ADDRESS	939 Ellis Street, San Francisco, CA 94109
DESTINATION ADDRESS	375 Beale Street, San Francisco, CA 94105

****Note: All values are preliminary, approximate and subject to change****

Qty	Description	Qty	Description
Employee Move – (TBD)			
3,140	Crates (contents for [277] employees and filing cabinets to be surveyed at walk through) -- DELIVER CRATES ON FRIDAY, 03.18.16 MORNING	See description	(*) “Zip-lock” bags and (307) monitor sleeves * = to be provided by separate computer vendor
50	<i>Open top moving boxes – to be prepacked by staff</i>		
Computer Equipment			
295	Equipment: Docking stations	32	Printers: Desktop
307	Equipment: Monitors	TBD	Servers
1	Pitney Bowes Mail Machine	2	Racking units
All	Telephones		
General Office Equipment			
1	Binding machine – FastBack 20	1	Scale and Label Creator LP #2844-Z
1	Neopost mail machine w/ monitor	1	Letter opener - Neopost
1	Mail sorter with folding machine - Neopost	1	Envelope cutter
1	Paper cutter Triumph #3905	1	Shred Master #5550X
Furniture			
7,850 3,195 LF	Linear feet (LF) of File contents (crate count captured above)	15	Chairs - Stacking
80	Cabinet – Lateral	116	Chairs - Conference
7	Cabinet – Fire King (5 lateral and 2 vertical)	30	Shelving units/Metro – De-install and reinstall
2	Cabinet – Storage/Tall	5	Safe
138	Keyboard Trays	10	Tables – Training
15	Tables – Conference (various, seating for 4 to 13)	1	Display cabinet, glass front (48w x 60h)
		51	Chairs - Task

Ancillary Items			
Various	Misc. Supplies – Bulletin Boards, Dry Erase Boards, Kitchen and Office Supplies, etc.	21	Storage Room and Basement Items – 3 pallets of boxes, Pamphlets, boxes, contents from cabinets
1	Wall-mounted signage, one piece acrylic	All none	Trash Cans – All (Desks, Conf. Rooms, Break Rooms)
Various	All boxed Copy paper	Various	Artwork
150	<i>Packed By Owner (PBO) boxes</i>		
Specialty Areas			
	Refer to <u>Appendix A-5.1</u> , Lab Equipment Inventory		Refer to <u>Appendix A-5.2</u> , Air District Hazardous Material Chemical Inventory
485 LF	Library – Law, measured in LF		

**ATTACHMENT J-1, WAGE DETERMINATION, MODULAR FURNITURE INSTALLER,
(CARPENTER)**

GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS
PURSUANT TO CALIFORNIA LABOR CODE PART 7, CHAPTER 1, ARTICLE 2, SECTIONS 1770, 1773 AND 1773.1

FOR COMMERCIAL BUILDING, HIGHWAY, HEAVY CONSTRUCTION AND DREDGING PROJECTS

CRAFT: MODULAR FURNITURE INSTALLER (CARPENTER)

DETERMINATION: NC-23-31-15-2015-2

ISSUE DATE: August 22, 2015

EXPIRATION DATE OF DETERMINATION: June 30, 2016** The rate to be paid for work performed after this date has been determined. If work will extend past this date, the new rate must be paid and should be incorporated in contracts entered into now. Contact the Office of the Director – Research Unit for specific rates at (415) 703-4774.

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Classification (Journey person)	Employer Payments						Straight-Time		Overtime Hourly Rate		
	Basic Hourly Rate	Health and Welfare	Pension ^b	Vacation/ Holiday ^c	Training	Other Payments	Hours	Total Hourly Rate	Daily 1 1/2X	Saturday ^d 1 1/2X	Sunday/ Holiday 2X
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Installer II	17.89	9.90	5.32	3.63	-	0.22	8	36.96	45.905	45.905	54.85

^a**AREA 1:** Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma Counties.

AREA 2: Monterey, San Benito, and Santa Cruz Counties.

AREA 3: Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Mariposa, Mendocino, Merced, Modoc, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, and Yuba Counties.

^b Includes an amount for Annuity Trust Fund.

^c Includes an amount for Work Fee.

^d Rate applies for the first 10 hours only. All hours worked in excess of ten hours on Saturdays shall be paid at double time (2X).

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All drapery installation shall be performed by employees at the Installer I level or above. Employers employing three (3) or more Drapery Installers at the Installer I level or above may employ one (1) Installer II. For each additional three (3) Installer I level or above Drapery Installers then in his/her employ, the employer may employ one (1) additional Installer II.

RECOGNIZED HOLIDAYS: Holidays upon which the general prevailing hourly wage rate for Holiday work shall be paid, shall be all holidays in the collective bargaining agreement, applicable to the particular craft, classification, or type of worker employed on the project, which is on file with the Director of Industrial Relations. If the prevailing rate is not based on a collectively bargained rate, the holidays upon which the prevailing rate shall be paid shall be as provided in Section 6700 of the Government Code. You may obtain the holiday provisions for the current determinations on the Internet at <http://www.dir.ca.gov/OPRL/PWD>. Holiday provisions for current or superseded determinations may be obtained by contacting the Office of the Director – Research Unit at (415) 703-4774.

TRAVEL AND/OR SUBSISTENCE PAYMENT: In accordance with Labor Code Sections 1773.1 and 1773.9, contractors shall make travel and/or subsistence payments to each worker to execute the work. You may obtain the travel and/or subsistence provisions for the current determinations on the Internet at <http://www.dir.ca.gov/OPRL/PWD>. Travel and/or subsistence requirements for current or superseded determinations may be obtained by contacting the Office of the Director – Research Unit at (415) 703-4774.

DEPARTMENT OF INDUSTRIAL RELATIONS

Office of the Director – Research Unit

455 Golden Gate Avenue, 9th Floor
San Francisco, CA 94102

ADDRESS REPLY TO:

P.O. Box 420603
San Francisco CA 94142-0603

**PREDETERMINED INCREASES FOR
MODULAR FURNITURE INSTALLER (CARPENTER) CLASSIFICATIONS
(Determination NC-23-31-15-2015-2)**

IN ALAMEDA, ALPINE, AMADOR, BUTTE, CALAVERAS, COLUSA, CONTRA COSTA,
DEL NORTE, EL DORADO, FRESNO, GLENN, HUMBOLDT, KINGS, LAKE, LASSEN,
MADERA, MARIN, MARIPOSA, MENDOCINO, MERCED, MODOC, MONTEREY, NAPA,
NEVADA, PLACER, PLUMAS, SACRAMENTO, SAN BENITO, SAN FRANCISCO,
SAN JOAQUIN, SAN MATEO, SANTA CLARA, SANTA CRUZ, SHASTA, SIERRA,
SISKIYOU, SOLANO, SONOMA, STANISLAUS, SUTTER, TEHAMA, TRINITY, TULARE,
TUOLUMNE, YOLO, AND YUBA COUNTIES

This predetermined increase for the above named craft applies only to the above-referenced determination for work being performed on public works projects with bid advertisement dates on or after **September 1, 2015** until this determination is superseded by a new determination or a predetermined increase modification notice becomes effective.

When referencing our prevailing wage determinations, please note that if the prevailing wage rate determination which was in effect on the bid advertisement date of a project, has a single asterisk (*) after the expiration date, the rate will be good for the life of the project. However, if a prevailing wage rate determination has double asterisks (**) after the expiration date, the rate must be updated on the following date to reflect the predetermined rate change(s).

MODULAR FURNITURE INSTALLER (All classifications)

Determination NC-23-31-15-2015-2 is currently in effect and expires on June 30, 2016**.

- **Effective July 1, 2016**, there will be a \$1.43 increase allocated as follows: \$0.65 to Basic Hourly Rate, \$0.15 to Health & Welfare, \$0.50 to Pension, \$0.10 to Training, and \$0.03 for Work Fee.
- **Effective July 1, 2017**, there will be a \$1.49 increase allocated as follows: \$0.70 to Basic Hourly Rate, \$0.25 to Health & welfare, \$0.50 to Pension, and \$0.04 for Work Fee.
- **Effective July 1, 2018**, there will be a \$1.54 increase allocated as follows: \$0.60 to Basic Hourly Rate, \$0.35 to Health & Welfare, \$0.50 to Pension, \$0.05 to Training, and \$0.04 for Work Fee.

There will be no further increases applicable to this determination.

Issued 8/22/2015, Effective 9/1/2015 until superseded.

This page will be updated when wage rate breakdown information becomes available.

Last Updated: September 1, 2015

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**REQUEST FOR PROPOSAL (RFP)
FOR MOVER SERVICES,
DATED AUGUST 25, 2015**

**QUESTIONS RECEIVED FROM PROPOSERS' CONFERENCE
HELD ON AUGUST 31, 2015 AND OTHER QUESTIONS SUBMITTED**

- Q1: Will CONTRACTOR be required to seismically secure shelving, file cabinets, lab equipment and other items at the destination site, 375 Beale St.?**
A1: Yes, CONTRACTOR will be required to seismically secure shelving. Please see RFP, Appendix A-10, Overall Move Instructions, Section II, Move Instructions, Item D. Furniture on pages 60-61 which details the installation requirements at the Destination address. However, CONTRACTOR will not be required to perform any set-up of Air District Laboratory Equipment. Please see RFP, Appendix A-10, Overall Move Instructions, Section III, Specialty Move Instructions, last paragraph on page 61.
- Q2: RFP Appendix B-2 provides minimum wage rates for mover related trades however this is no wage determination provided for the installation of the shelving and keyboard trays. Typically this work is covered under the California Department of Industrial Relations (DIR) wage determinations for a Carpenter/Modular Furniture Installer. Should CONTRACTOR base wage rates for this work on the DIR wage determination?**
A2: Yes. See Addendum No. 1, Items #1, 8, 9 and 10.
- Q3: Moving services include a basic insurance coverage for the cargo/content moved from origin to destination. Does BAHA require an additional coverage amount for cargo/content?**
A3: No. Please see RFP, Appendix D-1, Insurance Requirements, on page 61 for detailed insurance requirements.
- Q4: Does BAHA require straight time only or will it allow for overtime to be paid to mover staff?**
A4: BAHA requires that CONTRACTOR complete the move within the move schedule found in RFP Appendices A-8 and A-9. Any costs required to complete the move within said schedule must be detailed in the Cost Proposal Form identified in the RFP, Appendix B, Cost Proposal Form, on page 63. Any modifications to the Cost Proposal form should be clearly identified and explained in the proposal.
- Q5: Please provide the dimensions of the loading dock and freight elevator at the destination site. Additionally, please provide the distance from the loading dock to the freight elevator**
A5: See Addendum No. 1, Item #3.
- Q6: Will CONTRACTOR be required to obtain permits for the origin and destination cities?**
A6: Yes. See RFP, Appendix A, Scope of Work, Section I, Project Description, Subsection E, Permits on page 15.

Q7: Is CONTRACTOR required to provide moving crates to BAHA and all agencies involved in the Phase 1 and Phase 2 moves?

A7: Yes, see RFP Appendix A-10, Overall Move Instructions, Section I, Preparation/Pre-Move Instructions.

Q8: How did BAHA arrive at the crate count?

A8: The crate counts were calculated based on a rough estimate of six crates per employee, plus an extra 10% for other items, plus one crate per two linear feet of file contents, with the total rounded to a full figure. See Addendum No. 1, Items #4 and 5, for amended Approximate Inventory Lists for Origin 1 and Origin 2, respectively.

Q9: What is Extra Space Storage? Is content included in the RFP, Appendices A-4 & A-5? If not, can it be added so that our Cost Proposal can properly reflect the CONTRACTOR resources required to pick up and deliver these items?

A9: Extra Space Storage is an offsite storage facility that currently houses four garage-sized bays of items accrued over the years. It includes mostly boxed items of miscellaneous files, promotional materials, and records. An estimate of the contents is included in the Origin 1, Approximate Inventory List. See Addendum No. 1, Item #4.

Q10: RFP Appendices A-4 & A-5 indicate a list of ancillary items that will be moved by CONTRACTOR. Is CONTRACTOR required to pack these ancillary items?

A10: CONTRACTOR will need to de-install, pack, and reinstall whiteboards and bulletin boards that will be identified as the move date approaches. CONTRACTOR will not need to pack artwork, kitchen supplies, paper goods, and office supplies, as those will be pre-packed by MTC, ABAG or Air District staff.

Q11: RFP Appendix A-10, Overall Move Instructions, Section II, Move Instructions, Item B includes a detailed list of Scope of Work items related to the move of the Server Equipment. While CONTRACTOR can arrange for this work to be completed it is typically not included in a Mover's scope of work. Does BAHA intend for CONTRACTOR to complete items i thru vi on page 60?

A11: See Addendum # 1, Item #7.

Q12: Has the IT Connect/ Disconnect vendor contract been selected?

A12: Yes.

Q13: CONTRACTORS are not licensed for hazardous materials moves. Now that walk through is completed and CONTRACTOR has a general idea of laboratory move requirements, CONTRACTORS may require the ability for a licensed sub-contractor to perform a site visit of the Air District laboratory prior to bid submission. Will BAHA arrange for this visit and make accommodations within RFP schedule?

A13: BAHA queried Proposers to determine if an additional walkthrough of the Air District Laboratory was needed. Based on response from Proposers, no additional walkthrough of the Air District Laboratory is required.

Q14: It is typical for specific handling requirements to be detailed in a scope of work for the handling of confidential records such as sealing boxes. Will BAHA require any specific special handling of confidential records during this move?

A14: It is possible that BAHA will require special handling of confidential records during the move; however, no such determination has been made at this time.

Q15: Will CONTRACTOR have access to all elevators at both origin sites and the destination site during the move?

A15: Yes.

Q16: What are the dimensions of overhang in the back lot of MTC?

A16: See Addendum No. 1 Item #2.

Q17: Will CONTRACTOR be packing the Copy Center at the Oakland site?

A17: No.

Q18: Will CONTRACTOR be required to deploy protection measures at the origin sites and destination site such as Masonite?

A18: See Addendum # 1, Item #6.

Q19: Will the shelving units be moved in the library?

A19: No. While the CONTRACTOR will be responsible for prepacking and unpacking the contents on the shelves, the shelving units themselves will not be moving.

Q20: Has BAHA made arrangements for the City Carshare station in front of the MetroCenter to be relocated during the move?

A20: No.

Q21: Is it possible to prop open the front doors to the MetroCenter?

A21: Yes.

Q22: Is there a count of Packed By Owner (PBO) boxes?

A22: See Addendum #1, Items #4 and 5.

Q23: Will the mover be required to transport plants?

A24: No.

Q24: How many servers are located on the first floor of the MetroCenter?

A24: There are 11 servers on the first floor of the MetroCenter.

Q25: The Oakland origin site has a sofa and other items in Room 319, is this included in the RFP Appendices A-4 inventory list?

A25: See Addendum No. 1, Item #4.

Q26: RFP Appendices A-8 and A-9 reflect a start time of 3:00 pm on Friday afternoon for the loading of content at the Origin sites. Due to typical commute traffic, BAHA will potentially create additional traffic impediments at the Origin sites and lose considerable CONTRACTOR staff time at both Origin and Destination and travel time in between. Will BAHA consider starting the loading of the trucks earlier in the day or in the morning on the Friday move day?

A26: At this time, Proposers should respond based on the dates and times proposed in the RFP. BAHA will explore options to address concerns regarding the move schedule and reserves the right to coordinate with the winning bidder to enact reasonable accommodations.

Q27: Are wall mounted televisions going to be moving?

A27: No.

Q28: Will CONTRACTOR be moving any Air District server equipment?

A28: No.

Q29: Will CONTRACTOR be required to pack the Air District laboratory equipment?

A29: Contractor will be required to handle the Air District laboratory equipment per the instructions set forth in the RFP, Appendix A-10, Overall Move Instructions, Section III, Specialty Move Instructions, last paragraph on page 61.

Q30: Will CONTRACTOR be required to move the trash cans or recycling bins from the Origin sites to the destination site?

A30: No.

Q31: RFP Appendices A-8 and A-9 require CONTRACTOR to remove all remaining crates and boxes during a specific window of time after the move however there is no mechanism for handling a request by BAHA to use crates for a longer period of time if necessary. Where on the Cost Proposal from would BAHA like to see a cost for use of crates beyond the defined schedule?

A31: All proposed costs must be detailed in the Cost Proposal Form identified in the RFP, Appendix B, Cost Proposal Form, on page 63. Any modifications to the Cost Proposal form should be clearly identified and explained in the submitted proposal.

Q32: Are there any applicable noise ordinances in San Francisco or Oakland that will impede execution of the moves in the evening and night time hours?

A32: See RFP, Appendix A, Scope of Work, Section I, Project Description, Subsection E, Permits on page 15. It is CONTRACTOR's responsibility to determine and comply with all applicable laws and regulations, including but not limited to Chapter 8.18, *Nuisances*, of the Oakland Municipal Code and Articles 1, *Public Nuisances* and 29, *Regulation of Noise*, of the San Francisco Police Code.

Q33: During the Air District walk through, BAHA indicated that various items were not included in the RFP Appendices A-4 & A-5 inventory list, including Laboratory items situated on work spaces and in book shelves. These items would require the use of additional crates and “open top” moving boxes, will BAHA amend its inventory lists to include these additional required moving supplies?

A33: See Addendum No. 1, Item #5.

Q34: Is it possible for the mover to use the front lobby entrance at Beale?

A34: No.

Q35: In Appendix A-4, Origin 1 Approximate Inventory list, under the Furniture section, is the 3,300 Linear Feet of file contents going to be packed by the Movers?

A35: No. These contents are going to be packed by staff and have been incorporated into the cargo crate count.

Q36: Are there going to be any Central Processing Unit (CPU) towers moving from the Air District?

A36: No.

Q37: Are the law libraries going to be consolidating in any way over at Beale Street?

A37: Yes. The consolidation will result in approximately one-half of the MTC law library being discarded. This has been accounted for in the inventory lists provided in the RFP and Addendum No. 1.

Q38: Are the nitrogen cylinders part of the Laboratory Equipment inventory that will be moved?

A38: No.

Q39: Who will be packing the laboratory papers and materials?

A39: Air District personnel will be prepacking the lab.

Q40: Will the on-the-counter devices in the Air District Laboratory be prepared prior to the move?

A40: Yes, but the CONTRACTOR will be required to follow the move instructions specified in the RFP, Appendix A-10, Overall Move Instructions, Section III, Specialty Move Instructions.