



# Roof Replacement Request for Proposal

## Background

CenCal Health (CCH) is a Non-Profit Community Based Health Care Organization contracted with the State of California to administer Medi-Cal benefits through local care providers in Santa Barbara and San Luis Obispo counties. We provide health coverage for 1 in 3 people in Santa Barbara County, and 1 in 4 in San Luis Obispo County. We have been in operation since 1983 and are recognized nationally as the oldest Medicaid managed care program of its kind in the country. Our mission is to improve the health and well-being of the communities we serve by providing access to high-quality health services, along with education and outreach for our members.

Currently, CenCal Health provides coverage to approximately 241,103 members under its Medi-Cal program.

## Opportunity Description

CenCal Health is on a quest for a reliable and qualified vendor that can deliver first rate services in Commercial Roofing to complete a full roof replacement at 4050 Calle Real, Santa Barbara, CA 93110. This partnership will be pivotal in CenCal Health's re-roofing project.

The selection will favor a vendor that not only aligns with but also amplifies our organizational values and mission, contributing significantly to our strategic vision. CenCal Health is eager to find a vendor, poised to support and achieve our key strategic goals in this space.

- Deliver value through innovation, including innovative payment models with aligned incentives.
- Define and monitor quality measures that distinguish true improvement.
- Establish a strong foundation to ensure long-term success.
- Be fully invested in working with CenCal Health to develop flexible solutions that meet our business and strategic needs.

The ideal Vendor will provide the full roofing replacement as defined in the Statement of Work (SOW).

Completion of the re-roofing project needs to fall on or before 10/31/24.

## Response Procedure and Timeline

Upon receipt of this RFP, all interested Vendors must complete and send the Intent to Respond provided and Non-Disclosure Agreement (NDA) in the RFP Packet attached below via electronic mail to: [CenCal-RFP@cencalhealth.org](mailto:CenCal-RFP@cencalhealth.org) by 05/10/24 at 5:00 PM PST.

Enclosed within the RFP packet is a copy of CenCal Health's Master Services agreement (MSA) template for your review. CenCal Health's expectation is that these terms and conditions will be included in the final service agreement between CenCal Health and the awarded vendor. Prior to submission of a response, CenCal Health is willing to answer questions for the purpose of discussing the RFP and to give the Vendor the opportunity to better understand the service requirements cited in the RFP. CenCal Health encourages Vendors to submit all questions via electronic mail to [CenCal-RFP@cencalhealth.org](mailto:CenCal-RFP@cencalhealth.org) by 5/24/24 at 5:00 PM PST. CenCal Health will strive to share question responses by 5/28/24 at 5:00 PM PST.

Proposals must be submitted electronically via secure email to [CenCal-RFP@cencalhealth.org](mailto:CenCal-RFP@cencalhealth.org) by 6/14/24 at 5:00 PM PST.

**CenCal Health is not responsible for any technical problems that may prevent or delay submissions of responses by the specified time on the due date. Vendors are encouraged to submit responses early to avoid missing the deadline. Responses submitted after the deadline will not be accepted.**

CenCal Health reserves the right to extend the deadline for the RFP submissions at any point before the original due date by providing written communication to the prospective vendors. Similarly, CenCal Health retains the authority to modify the schedule after the proposals have been submitted as deemed necessary.

### RFP Timeline

RFP Issuance	5/06/24
Vendor's Intent to Respond & NDA due via email to CCH	5/10/24
Vendor Walkthroughs: Roof Walkthrough	5/13/24 – 5/23/24
Vendor Questions Due to CenCal via email	5/24/24
CenCal Health Responses to Vendor Questions	5/28/24
Updated SOW: Sent to Vendors	5/29/24
Vendor Proposals	6/14/24
Vendor Scoring Period	6/17/24
Awarded Vendor Notified	6/21/24

Following walkthroughs and Vendor questions an updated SOW may be provided to all participating vendors on 5/29/24 – in accordance with the RFP Timeline.



## 1: General questions

Please complete the following table:

Question	Answer
<b>Full Legal Company Name</b>	
<b>Address</b>	
<b>Remit to Address (if different than above)</b>	
<b>Primary Contact Name</b>	
<b>Primary Contact Telephone Number</b>	
<b>Primary Contact Fax Number</b>	
<b>Primary Contact Email Address</b>	
<b>Company Web Address</b>	
<b>DUNS #</b>	
<b>Employer Tax Identification Number</b>	
<b>State of Incorporation</b>	
<b>Year Founded</b>	
<b>Number of Employees</b>	
<b>Type of Organization (Sole Proprietorship, Partnership, Corporation)</b>	
<b>Holding Status (Public, Private, Subsidiary)</b>	
<b>If Subsidiary, Parent Company Name and Address</b>	
<b>If Public, Exchange, and 52 Week High/Low</b>	
<b>Does your company possess all licenses and/or permits required by local, state, or Federal authorities applicable to your business?</b>	

## 2: CenCal Health Roof Replacement RFP related questions

1. Do you have existing "non-compete" agreements in place that may impact your ability to provide services to CenCal?
2. Does your organization currently operate in California? If so, where and in which lines of business?
3. If your organization is privately held, please provide audited financial statements including balance sheet, income statement, and statement of cash flows from the last two years that support the financial viability of your company. If your organization has investors of more than 5% of equity in the company, please also include their financial statements and identify any corporate health care affiliations of those investors.
4. Please provide a credit rating agency report.
5. Has your organization acquired, been acquired by, or merged with another organization in the past three (3) years? If yes, please explain.
6. If applicable, please explain how your organization fits into the corporate structure of your parent company and/or other subsidiaries. Provide an organizational chart.
7. If your organization will utilize subcontractors to carry out any of the proposed services, identify each subcontractor you intend to utilize and for each:
  - a. Include a list of each subcontracted entity's name, address, and contact person.
  - b. Indicate the specific service(s) that the subcontractor will deliver, the subcontractor's qualifications and experience, how it will deliver the service, and how long the subcontractor's been delivering the service(s) to clients.
  - c. Provide specifics of circumstances where you have partnered with the subcontractor to offer a more comprehensive suite of services to clients.
  - d. Furthermore, please provide a summary of how you oversee and monitor your subcontractors' performance and compliance with contractual requirements and Federal and state regulations.
8. How many clients do you currently serve?
9. What is your client retention and growth rate over the past five (5) years? Have you lost any clients in this time? If so, why?
10. Do you have good standing with the Franchise Tax Board (FTB), SOS, Agent, Victims of Corporate Fraud Compensation Fund (VCFCF) and other regulating agencies?
11. Do you provide minimum standard of insurance coverages (workers

comp, liability, etc.)?

### 3: References

12. Please provide at least three (3) references from previous or current clients for whom you have provided services similar to those requested in this RFP. The Vendor is encouraged to include clients having similar geographies and lines of business/industry as CenCal. Please provide the following information for each reference:
  - a. Client Name
  - b. Contact Name
  - c. Phone Number
  - d. Email Address
  - e. Plan Type
  - f. Covered Lives
  - g. Products
  - h. Lines of Business
  - i. Pricing Methodology
  - j. Start date and, if applicable, end date of the relationship

### 4: Account Team and Implementation

13. Describe the proposed staffing structure for the scope of work. Include functions of the proposed staffing qualifications of staff. Identify whether resources are dedicated or shared.
14. Describe your account management approach, including communication strategies and timeframes, escalation procedures, account management processes, and meeting frequencies.
15. Describe how the account team and reporting capabilities will provide ongoing, active recommendations to CenCal to manage and reduce costs over time.
16. Describe the transition process if a member of the account team leaves the account or the organization.
17. Submit a sample implementation plan including typical timelines, activities, and the type of information that Vendor requires.

## 5: Roof Replacement Statement of Work (SOW):

### 18. Demolition/Removal:

- a. Seal all HVAC intake vents and other existing penetrations in the roof to prevent intake, dust intrusions, and odor caused by removal of the existing roof system. The use of plastic sheeting and tape are allowed to achieve tight seal.
- b. Remove the existing gravel top built-up in the roof system and dispose of it in the plywood roof structure deck. The site plan will be shared with vendors once the intent to respond is received.
- c. Check the existing plywood roof deck for any loose nails or screws and re-screw or re-nail as needed for proper attachment.
- d. Replace any rotted or damaged plywood decking to provide a stable substrate for the installation of the new roof system. Sweep the exposed roof deck clean of debris.
- e. Cast iron roof drain assemblies may be re-used if in good condition. Arrangements for any work requiring plumbing shall be made in advance to make sure plumbing contractor and plumbing parts are available at the correct time.
- f. Arrange for a representative to inspect the exposed roof deck prior to covering. Arrangement for customer inspection with the roofing foreman shall be made 24 hours in advance for each area's inspection so work may proceed without delay.

### 19. New Roof Membrane System:

- a. Mechanically fasten one layer of 1/2" Polyisolation cover board in accordance with the material manufacturer's specifications.
- b. Sheet Metal: Fabricate and install new galvanized TPO -cladded metal scuppers and flashings as needed. Provide new factory-made pipe boots (jacks and split boots) where needed.
- c. TPO System: Install a Title 24, Cool Roof compliant TPO roofing membrane system in accordance with the manufacturer's specifications, including but not limited to heat welding all joints and seams. Properly terminate/tuck the TPO membrane at all flashed or curb-capped mechanical equipment platforms/curbs. Install the TPO membrane up and over any unused platforms to provide a continuous membrane over said platforms.
- d. The roof and any other area affected by the project shall be left clean and free of debris and any roofing materials at the conclusion of the project. The contractor shall be responsible for removing and disposing of all materials and debris associated with the project.

## Signature Page

Requirement	Vendor Response
Vendor's Corporate Name	
Vendor's Corporate Address	
Vendor's Corporate Telephone	
Vendor's Email Address	

My signature constitutes acceptance of the terms and conditions of this Room Replacement RFP.

Signature \_\_\_\_\_

Printed Name/ Title \_\_\_\_\_

Date \_\_\_\_\_

Email Address \_\_\_\_\_

Telephone \_\_\_\_\_