

## Q & A for Solicitation # 2019-02-GS

1. To confirm, is the transitional period estimated to be 45 days after contract award?  
The current contract runs through 4/29/20. The new start date will be a mutually agreed upon a date with the new vendor.
2. What is the current annual bill rate for this contract?  
This is a competitive RFP current PO was not to exceed \$630,000. Answered at the Mandatory 9:00 AM meeting.
3. What is the hourly price range for this contract?  
This is your business decision, as the contractor you set the rates but must be in compliance with State and Federal laws that pertain to this RFP.
4. Who is the current incumbent?  
Answered at the mandatory 9:00 AM meeting, per the RFP.
5. When was the current incumbent awarded the contract?  
Answered at the mandatory 9:00 AM meeting, per the RFP.
6. What is the estimated usage (number of annual hours) of prior contract?  
Answered at the mandatory 9:00 AM meeting, per the RFP.
7. What is the estimated amount spent on this contract last year?  
Answered at the mandatory 9:00 AM meeting, per the RFP.
8. What is the estimated total number of annual hours for this contract?  
Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.
9. What is the current bill rate?  
This is a competitive RFP current PO was not to exceed \$630,000. Answered at the Mandatory 9:00 AM meeting.
10. What was the contract amount spent last year?  
Answered at the mandatory 9:00 AM meeting, per the RFP and can be asked again in a Public Information Request.
11. How many sites need services?  
Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.
12. Are there any additional services that may be needed that are not listed in the Solicitation? IE Additional sites, seasonal required training etc....  
Yes, answered at the Mandatory 9:00 AM meeting.
13. Is there any minimum wage/pay?  
Yes, as the contractor you set the rates but must be in compliance with State and Federal laws that pertain to this RFP.
14. Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?  
As the contractor you set the rates but must be in compliance with State and Federal laws that pertain to this RFP.
15. Is a Bid Bond required? **NO**. If yes, how much? **N/A** How often / how many times have you assessed liquidated damages, if applicable? **N/A**.

16. If awarded, will a Performance Bond be required? **NO.** If yes, how much? **N/A.**
17. If awarded, will a Payment Bond be required? **Refer to the RFP.** If yes, how much?
18. Is there a specified way you would like to responses to come? For example, bound, unbound, 3-ring binder(s), pages limits, paper type etc....  
**Refer to the RFP.**
19. Are there any vehicles required for this bid, if so, how many?  
**Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.**
20. Could you please provide a list of all equipment needed for this job?  
**Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.**
21. Could you provide all hours for this job?  
**Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.**
22. How many total guards are needed for this job?  
**Answered at the Mandatory 9:00 AM meeting and also addressed in the RFP – See RFP.**
23. Will your agency hold a public opening?  
**No.**
24. Are there any M/W/S/VS/DBE goals?  
**Refer to the RFP.**
25. Are there any subcontracting goals?  
**Refer to the RFP.**
26. May commercial crime insurance be provided in lieu of bonding?  
**Bonding will not be needed if the Basic Coverage minimums of the Sample Agreement are met.**
27. Please clarify the minimum coverage limits?  
**The minimum coverage limits are per section 25.2 Basic Coverage of the Sample Agreement.**
28. May exceptions be taken to those provisions of the Sample Agreement?  
**Exceptions will be addressed on a case by case basis after the award period.**
29. Is the Court exempt from payment of State and local sales and use tax?  
**No.**
30. In section 7.10 on pg. 10, Is the proposer meant to provide certification documentation for all key security personnel named in their proposal? Or are we expected to provide the documentation for all potential security services staff (i.e. Guard Cards for what would be the entire guard force)?  
**Please provide the certification documentation for all key personnel named in the proposal. Additional business certifications can also be included to showcase your merits. One Guard Card will be required for each Court placed security guard.**
31. If proposers are expected to submit Guard Cards for their entire security staff, how many are they to submit?  
**One Guard Card will be required for each Court placed security guard.**

32. In section 7.6 pgs. 8-9 7.6.1 & 7.6.2, The required information enumerated in **Section 7.6.2** is a duplicate of **Section 7.6.1**. Please clarify whether this is intentional, and whether the same information needs to be addressed in both sections  
**Section 7.6.1 addresses the Proposer's WORK PLAN while 7.6.2 addresses the Proposer's CUSTOMER SERVICE PLAN. If the Proposer's WORK PLAN is the same as their CUSTOMER SERVICE PLAN, then please state they are the same. If the Proposer has two (2) different PLANS, then please address them separately.**
33. Please confirm that 8.4.1 should read "For additional Security Guards, the additional cost to the Court will be based on the hourly billing rates."  
**Confirmed - it should read as it is, no added costs to the court for reassignments.**
34. : Please provide the number of guards that are working, at each location, under each job title, during which time of day and day of the week that is currently in effect at the Court Houses.  
**Please submit a public Information request.**
35. Please provide the number of guards that are working, at each location, under each job title, during which time of day and day of the week that is currently in effect at the Court Houses.  
**Answered in the 9:00 AM Q&A meeting held on Wednesday, January 22, 2020.**
36. Please provide the amount of notice that is given to the contractor for a post increase or reduction.  
**Answered in the 9:00 AM Q&A meeting held on Wednesday, January 22, 2020.**
37. In Section 1.1 General Description pg. 1. letter m. Please provide the number of instances and the hours per instance that required training occurred in the last twelve months.  
**Required training was discussed at the mandatory 9:00 AM security meeting held on January 22, 2020. Security personnel must attend training when required by the Sheriff's Office. To date, the Sheriff's Office has not provided direct training to support entrance screening. Instead, security personnel have participated in Court provided evacuation drills.  
The following is a not an all-inclusive list of training that security entrance screening personnel must receive; the use of radiation equipment for baggage inspections, proper screening procedures as required by post orders, use of radio/communication equipment, ADA requirements, preventing sexual harassment and use of a personal computer.**
38. In Section 2.1 Security Guard General requirements, pg. 3, Please confirm if the court currently reviews and conducts further security clearances on the Contractor's assigned guard.  
**Yes.**
39. If the court conducts further security clearance how many days does it take to obtain clearance on average before a new hire may be assigned to a post?  
**Approximately one week. The number of days will depend on the person's background. If there are items of interest, the Department of Justice will take more time to confirm the accuracy of the results.**
40. In Section 12.0 Priority Hiring, pg.8 of Sample Agreement, Please clarify whether or not the current guard force is represented by a union.  
**No, they are not.**
41. If the current guard force is a part of a union please provide a copy of the most recent Collective Bargaining Agreement (CBA).  
**Not applicable.**

42. In Section 19.0 Failure to Provide Contract Services, pg. 11 of Sample Agreement, Please provide the number of instances in the past twelve months were the Court enacted these liquidated damages.

There has not been an instance for the Court to enact any damages.