



**23-2419  
School Security Officers  
May 7, 2024  
Addendum #1: Questions**

**\*\*\* 25 page submission limit has been waived. Submit as many pages as necessary\*\*\***

**\*\*\* Updated Bid Form/Cost Sheet is included in this Addendum\*\*\***

1. Is this a new requirement or an ongoing requirement? If it is an ongoing requirement, does District face any challenges currently? **Answer: This is an ongoing requirement and we do not have any specific challenges currently. The contract is expiring so we are rebidding it out.**
2. Who is the incumbent contractor(s)? **Answer: Allied Universal Security Services**
3. What is the current total contract value? **Answer: We will not disclose this information prior to bid closing.**
4. Are there any significant changes to coverage between the previous contract and this opportunity? (a change in hours and/or post positions? ) **Answer: The only major change is the addition of the Safety Response Team (SRT) and addition of assistant supervisor.**
5. Are all officer positions fully staffed? **Answer: Yes**
  - o What is the hourly pay rate for each position and the hourly bill rate for the current incumbent company? **Answer: We will not provide. You need to submit your rates with your proposal.**
6. Will there be any required training for guards prior to covering shifts at the various locations? Like orientation/site-specific training? **Answer: Vector Solutions Training Videos.**
  - o If so, are these hours billable to the School Security Officer (SSO) for the District in addition to the set hours mentioned in the solicitation? **Answer: Yes, officers can complete videos while awaiting SLED certifications', etc.**
7. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage? **Answer: No**
8. What is the hourly pay rate for each position and the hourly bill rate for the current incumbent company? **Answer: See response to question 5**

9. What is the annual scope of hours? Or how many hours of work were performed annually by the incumbent? **Answer: Listed in contract, with additional extra duty opportunities (sporting events).**
10. Do we need to add Appendix II - Contractor Requirements to the proposal or not? **Answer: Yes, all appendixes must be returned with proposal.**
11. As mentioned in section v (Scope of work) we need to provide both supervisor and assistant Supervisor but, in the Pricing, only Supervisor is mentioned, is the assistant supervisor not billable in the pricing? **Answer: The assistant supervisor is billable. We are needing an assistant we can contact when necessary if the supervisor is out. This will not necessarily be a unique position and one of the 22 armed officers could be assigned to this role if needed. Additional pricing will not be required for this role for evaluation purposes but can be negotiated with the district after award.**
12. As mentioned in Section V (Scope of work) 4 additional SSOs are required, are they not billable? **Answer: The district may or may not choose to add 4 additional officers. They will be billable, if added.**
13. In Section V (Scope of Work), it is stipulated that 23 Single Site Operators (SSO's) are to be provided. However, the pricing sheet indicates billing for only 17 SSO's Armed Guard. Could you clarify whether the district requires 23 or 17 guards? **Answer: Twenty-two (22) armed security officers and one (1) Supervisor will be required. Five (5) of the officers will be part of the SRT Team and will work as needed across the district but not located and one (1) site permanently. An updated cost sheet has been included in the addendum to submit with your proposal.**
14. Are Cover page, Table of Contents, Audited financial statements, and Affidavits not counted in the page limit? **Answer: Yes, but we will waive the 25-page limit. Please submit what you feel is necessary.**
15. Where do we need to provide the Appendix in the cost proposal? **Answer: Appendix III (Cost Proposal) should be submitted in a separate sealed envelop along with your proposal.**
16. Does the District agree to subcontracting post-award to perform the service? **Answer: No**
17. Are there any additional positions in the current contract? **Answer: No**
18. Does the current staff meet the training and hiring requirements? **Answer: Yes**
19. When our guards are placed on site, please break down the background process that will be required for them to work on the department (for example fingerprints first, walk-in appointment, EQIP, Flash card or PIV, the timeframe it takes to get through background, etc) **Answer: This will be performed by the contractor before placement.**
20. Are guards allowed to work on-site if they have passed our background check and submitted paperwork to the Department? **Answer: Yes, as long as all other requirements are met.**
21. Will the District provide ample time after the announcement of the award for a new contractor to properly on-board their personnel? (i.e. 30 days or so) **Answer:**

Pending award, must be prepared for the start of the school year beginning on August 5, 2024.

22. Can the District give the contractor a meeting to discuss under what are the reasons that the District have not awarded them the contract? **Answer: Yes if not awarded we will be willing to have a meeting to debrief.**
23. Will the District provide a debriefing upon request to the contractor after the award? **Answer: Yes**
24. How many Supervisors are currently in place? **Answer: One (1)**
25. What is the annual mileage required for one patrol vehicle? **Answer: No required mileage, supervisor will patrol and supervise each location, as needed.**
26. What kind of Vehicle does the district require? **Answer: No requirement. However, a SUV would be beneficial, as the supervisor may be required to move around equipment for safety screenings and sporting events.**
27. Does the district anticipate any additional position applicable to this solicitation? **Answer: No, not at this time.**

### APPENDIX III- COST SHEET/ BID FORM (UPDATED)

	Qty.	Fixed Hourly Rate	# of Hours (8 hours x 190 days)	Extended Cost
Armed Security Officer	22		1520	
Supervisor-Armed Security Officer	1		1520	
Total Annual Cost. This is your bid amount which will be evaluated.				

#### ADDITIONAL PRICING:

Armed Security Officer: \_\_\_\_\_ Hourly Rate

Overtime Rate: \_\_\_\_\_ Hourly Rate

**SUPERVISOR VEHICLE COST-** The district may request a vehicle be provided for the supervisor. Please list the monthly cost to the district if a vehicle is provided. (This will not be part of the evaluated cost)

Vehicle Make/Model \_\_\_\_\_

Monthly Cost to the District \_\_\_\_\_

**Any overhead, expenses, travel, etc. must be factored into the Contractors quoted labor rate. No additional charges will be paid by the District.**

**CONTRACTOR NAME:** \_\_\_\_\_