




**RFP-15-21
ADDENDUM 1
ARMED GUARD SERVICES**

DATE: July 27, 2015

FROM: Jennifer Nellis, Purchasing Agent 

NEW PROPOSAL DUE DATE: THURSDAY, AUGUST 6, 2015 BY 4:00 PM OUR CLOCK

The following information is provided to all prospective offerors and is hereby made a part of the above-referenced proposal documents. **Proposers must acknowledge this Addendum 1 with their submittal.** This addendum is a total of two (2) pages.

CLARIFICATION, ADDITIONAL INFORMATION, CHANGES:

1. Question:
What is the current pay rate for security guards?
Answer:
The current contractor is paying security guards \$20.72/hour.
2. Question:
Will the City provide any additional training, if so, is this training billable?
Answer:
The City will provide training related to court processes and screening processes. This training is not billable as a separate charge, but will be provided while the guard is on-the-clock.
3. Question:
Baring the standards and requirements of page 6 "Training," is the CPR and Firearms training billable?
Answer:
No, CPR and Firearms training are not expected to be billed to the City. These are required of a qualified guard. Training and skill assessment must be conducted by the awarded contractor prior to assigning a guard to duty at the City of Wheat Ridge.
4. Question:
What is the process to view, or gain copies of the current contract in place concerning this RFP?
Answer:
Interested bidders may make an appointment to view the current contract agreement in the presence of the Purchasing Agent, or assigned staff, or may make a CORA request through the office of the City Clerk.
5. Question:
Are we to provide staffing and oversight only?
Answer:
The awarded contractor will provide security guard staff; and the City will handle oversight of the security guards, while at work on behalf of the City of Wheat Ridge.
6. Question:
What is the current budget for the specified services provided?
Answer:
The budget has not changed. The budget is \$26,400 per year.
7. Question:
Who is the incumbent security provider?
Answer:
G4S Secure Solutions, Inc.

8. Question:

Our question or concern, prior to establishing a proposal for the job, is under "Minimum Requirements", the 'Firm must have a minimum of (5) years of experience performing or providing security services of this type.' Is there an opportunity for a firm with less than five years of experience performing or providing security services of this type to be awarded a contract?

Answer:

Based on historical experience, the City has determined a need for awarding to companies who have been providing security services of this type for a minimum of five years, and does not intend to change this requirement at this time.

9. Question:

Does the City of Wheat Ridge provide the scanning equipment x-ray, metal detector, and hand held wand?

Answer:

Yes, all of the equipment listed above is provided and in place at the court.

10. Question:

Will there be a specific time scheduled to allow interested firms the opportunity to visit the court facility in advance of bids being due, or may we visit the facility on our own?

Answer:

City staff invites interested bidders to meet in the lobby of the Wheat Ridge Municipal Building (aka City Hall), 7500 W. 29th Ave., Wheat Ridge, CO 80033 at 4 PM on Thursday, July 30, 2015. This optional attendance opportunity is being offered for bidders to see the layout, view the available equipment, and get a first-hand look at the working environment. Attendance is encouraged. Please do not show up unannounced at any other time.

The RFP proposal due date is hereby changed to 4 PM on Thursday, August 6, 2015.

The shortlist meeting will be held on August 14th. Interviews will remain on August 21.

Visit the City website for bid documents, addendum, project updates at www.ci.wheatridge.co.us

POINT OF CONTACT: Jennifer Nellis, Purchasing Agent, jnellis@ci.wheatridge.co.us or fax 303-234-5924 or phone 303-235-2811. Do not contact the user department or evaluation committee.