



ADDENDUM N. 1

“Campus Security Services” TSC RFP 19-09

The following changes are hereby incorporated into the Request for Proposal (RFP) “Campus Security Services.” All proposal’s statements submitted for consideration shall be bound by the information contained in this addendum.

***Item Section and Description**

Section One: Question and Answer Session.

1. Who is the current incumbent?

Answer: The incumbent is not relevant to this RFP.

2. When was the current incumbent awarded the contract?

Answer: June 2018

3. What is the estimated usage (number of annual hours) of prior contract?

Answer: 23,740 hours but is subject to change based on the Colleges needs.

4. What is the estimated amount spent on this contract last year?

Answer: The amount spent on the current contract is not relevant to the current RFP.

5. What is the estimated total number of annual hours for this contract?

Answer: 23,740 hours

6. What is the current bill rate?

Answer: The current bill rate is not relevant for this RFP.

7. Are there any additional services that may be needed that are not listed in the RFP?

Answer: No

8. Is there any minimum wage/pay?

Answer: Refer on page twelve of the RFP document for minimum wage required by TSC.

9. Is a bid bond required?

Answer: No

10. If awarded will a performance bond be required?

Answer: No

a) If yes, how much?

11. If awarded, will a payment bond be required?

Answer: No

a) If yes, how much?

12. Is there a desired page limit for the proposal?

Answer: Refer on page five of the RFP document for proposal submission format.

13. Is there a specified way you would like the responses to come? For example, bound, unbound, three-ring-binder, etc.

Answer: Refer on page five of the RFP document for proposal submission format.

14. Are there any vehicles required for this bid? If so, how many?

Answer: Currently, TSC has one patrol vehicle 24 hours per day.

15. Could you please provide a list of all equipment needed for this job?

Answer: The officer duty equipment needs to include anything that is required to fulfill the duties listed in the request for proposal.

16. Can we provide holiday bill rate?

Answer: Yes

17. Will the guards be required to work on holidays?

Answer: Yes

18. We noticed that this is for 24-hour coverage, but it does not state how many security officers are desired. Could you please elaborate.

Answer: At the TSC main site one officer is present 24 hours a day with a vehicle 7 days a week. A second officer is on site 16 hours per day Monday through Friday. A supervising officer is on site 5 days per week 8 hours a day.

One officer is also posted to our ITECC site 24 hours a day 7 days a week, 365 days per year.

19. What is the reason for armed guards?

Answer: TSC requires all of its security personnel to be armed to meet the needs of its campus.

20. How many will be armed?

Answer: All officers who work on TSC grounds must be armed while on duty.

21. Please provide a current guard schedule.

Answer: At the TSC campus one officer is present 24 hours a day with a vehicle 7 days a week. A second officer is on site 16 hours per day Monday through Friday. A supervising officer is on site 5 days per week 8 hours a day.

One officer is also posted to our ITECC building 24 hours a day 7 days a week, 365 days per year.

22. Given the condition in section 7 regarding other out of campus sites, please clarify if additional stationary posts, patrol service and if so is a vehicle required in addition to a golf cart?

Answer: The College currently utilizes a patrol vehicle.

23. Where are the clery boundary zones? Please provide a clery map.

Answer: All College property is clery reportable.

24. Does the school have a clery compliance coordinator to whom reports are given?

Answer: Yes

25. What is the current billing rate for armed and unarmed officers?

Answer: The current bill rate is not relevant for this RFP.

26. What is the current billing rate for dispatch?

Answer: The current bill rate is not relevant for this RFP.

27. What is the current billing rate for vehicles/golf carts?

Answer: The current bill rate is not relevant for this RFP.

28. What is the current billing rate for security for special events?

Answer: The current bill rate is not relevant for this RFP.

29. Will campus provide the following?

Answer:

a) Office on Campus

Yes.

b) Incident reports or format

Yes.

c) Parking citation format

Yes.

d) Provide training for SO regarding campus regulations and policies

Yes.

e) Number of guards per shift

Yes.

f) What type of key control system is in place?

The College manages the key control system. Security officers will be given appropriate access.

g) Weapons control, will a safe be provided to store off—duty equipment?

Answer: No, weapon control responsibility lies with the contractor.

h) What type of weapon is currently approved by TSC?

Answer: For this RFP, TSC requires that all officers carry a semi-automatic side arm. All side arms are required to be 9mm or higher. Hollow point ammunition is to be used. All equipment must be well maintained and in proper working order.

i) Traffic controls- Are these public streets or Campus streets?

Answer: Both.

j) What is the current contract amount?

Answer: The current bill rate is not relevant for this RFP.

k) Section 7, pg. 8 “TSC may provide vehicles, golf carts, or other related vehicles” Please explain reference pg. 15 “Rates for vehicles”

Answer: The rate requested for vehicles includes the patrol car or any vehicle that the respondent will like to include as part of the RFP response.

l) What is to be expected in terms of use of vehicle (i.e. time usage and mileage)

Answer: The contractor patrol vehicle should be available and on campus 24/7. Mileage will be as necessary.

m) What is the contract’s definition of “overnight”? (ref. pg. 14 ex. A)

Answer: TSC will allow the respondent to decide what constitutes overnight hours. However, if the respondent chooses to do so those hours should be spelled out in their RFP submission.

n) If Texas Southmost College chooses 2 respondents, how will this contract be split?

Answer: The college is not pursuing the possibility of choosing to respondents to contract for its day to day operational security at this time.