

Acknowledgement of Amendment #1 to RFP No. 2017PSS

I, _____, acknowledge that this RFP has been amended on 3/29/17
Authorized Official's Name Date

as follows:

1. Section 1, 1.1.1 Timeline, last four (4) rows of timeline:
These dates are considered anticipated. MDHS reserves the right to adjust the timeline as it deems necessary.
2. Section 1, 1.7 Additional Information, add the following language:
Questions and Answers will be issued as an amendment and proposers must acknowledge receipt of this amendment or any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on Attachment I. The acknowledgment must be received by MDHS by the time and at the place specified for receipt of proposals. It is the proposer's sole responsibility to monitor the website for amendments to the RFP.
3. Section 1, 1.9 Type of Contract, add the following language:
Prices submitted in response to the RFP will remain firm, valid, and renewable, except that a vendor may raise prices to reflect a rise in the federal minimum wage, but only to the extent of the actual minimum wage increase.
4. Section 4, 4.2.2 Step Two, #4 adds, "and references":
A record of past performance of similar work and references.
5. Section 4, 4.3, #8 removes the following sentence:
Cost data submitted at this stage is not binding and is subject to negotiation if your firm is chosen as a finalist.
6. 4.2 Evaluation Procedure, 4.2.2 Step Two, percentages remain the same, but add the following:
The factors are labeled: 1 critical, 2 very important, 3 very important, 4 important, 5 critical (in order of the evaluation factors as listed in the RFP).
7. Attachment J has been revised to include Emergency Hours and is attached.
8. Questions and Answers are attached.

I, _____, understand that proposals will **only** be accepted from
Authorized Official's Name

proposers who submit this acknowledgement of amendment #1.

Name of Company

Authorized Official's Typed Name/Title

Signature of Authorized Official
(No stamped signature)

Date

Should an amendment to this RFP be issued, it will be posted on the MDHS website (www.mdhs.ms.gov) in a manner that all proposers will be able to view. Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on this form. The acknowledgment must be received by MDHS by the time and at the place specified for receipt of proposals. It is the proposer's sole responsibility to monitor the website for amendments to the RFP.

Questions and Answers in Response to RFP#2017PSS

1. Who is the current incumbent?

Pendleton Security

2. When were they awarded the contract?

The start date of the initial contract was July 1, 2012

3. Copy of current contract?

This information may be obtained through a Public Records Request.

4. Estimated usage (number of hours) of prior contract?

Coverage is 24 hours a day, 7 days a week. Please see Section 2.2 of the RFP, sub sections A and B.

5. What is the current bill rate?

This information may be obtained through a Public Records Request.

6. What was the previous bill rate?

This information may be obtained through a Public Records Request.

7. What was the contract amount spent last year?

For July 1, 2016 – June 30, 2017, the contract amount is \$134,726.33. However the number of security guards requested in the RFP is not the same as the number of security guards included in that contract.

8. Is there a prevailing wage?

MDHS does not have this information.

9. Are there any additional security guard services to this contract?

Please see Section 2.2 of the RFP (Scope of Services)

10. Were vehicles used on the last contract, if so what was the bill rate for the vehicle?

No.

11. Are vehicles required for this bid? If so, what type?

Only if needed for Emergency Security Guard Services.

12. Is this bid required to bid bond or performance bond?

Please see Section 3.1 of the RFP.

13. Please provide clarification on this: where is the details for an optional patrol vehicle aside from this one sentence on page 9?

This is in reference to Section 2.2, Emergency Security Guard Service.

14. Is this just 168 hours? Armed guard 6:00 P.M. - 6:00 A.M., Monday - Friday, 6:00 A.M. - 6:00 A.M., Saturday - Monday including holidays, to ensure 24 hours, 7 days per week protection. Station should not be unattended during specified time.

The RFP states the following for Interior Guards:

Armed guard supervisor 6:00 a.m. - 6:00 p.m., Monday - Friday (excluding holidays and weekends). This equals 60 hours

Armed guard 6:00 P.M. - 6:00 A.M., Monday - Friday, 6:00 A.M. - 6:00 A.M., Saturday - Monday including holidays, to ensure 24 hours, 7 days per week protection. Station should not be unattended during specified time. This equals 108 hours

15. The Supervisor is supposed to be working Mon-Fri 6am-6pm. This would mean that they would be working a 50 hr week. Is any OT billable?

This is at the discretion of the vendor. The RFP state a Security Supervisor should be working Monday through Friday, 6:00 a.m. – 6:00 p.m. It does not state the same supervisor has to work all shifts.

16. With regards to the monitoring of the Fire Alarm, I would assume that although the alarm company monitors the alarms and contacts guards for confirmation, that the Fire Department will be called regardless.

Correct

17. There is mention of the vehicle and it being "optional" and "if" we provide a vehicle. I did not see many day to day services that require a vehicle. Can we get more detail on vehicle requirements? Or mileage of vehicles driven to factor in gas and maintenance costs.

Vehicles would only be used, potentially, for emergency situations. Please see page 9 of RFP for vehicle details.

18. How many alarms are averaged per month?

Zero

19. Can you provide addresses for locations where the contractor would be needing to respond too?

For interior and exterior guards, please see the attached map. Emergency guard services could be needed anywhere in the state.

20. There is a totals box for mileage expense. Are we supposed to leave that box blank?

All attachments should be completed.

21. Are Batons required?

This is at the vender's discretion. Armed guard is a requirement

22. Will armed service also be required for the Emergency Coverage? Or will unarmed be accepted?

Armed service will be required for emergency coverage.

23. You ask for a quote for Emergency Coverage. There is not box on Attachment J for Emergency Coverage Quote. Will the emergency coverage be billed at the normal rate?

Attachment J (attached) has been revised to include emergency coverage.

24. The RFP states up to 500 hours of emergency coverage. Can you give me an allotted time? Is this up to 500 hours in a given week? month? year?

MDHS cannot predetermine when emergency services will be needed. The 500 emergency hours can be at any time through the period of performance specified in the RFP.

25. How much notification do we get when emergency coverage is required?

Should an emergency occur and emergency coverage is required, services would be needed as soon as possible.

26. Is a golf cart or vehicle required for the outdoor patrol or any aspect of this contract?

For external guards, golf carts and vehicles are not required. For emergency coverage, it is possible.

27. If a vehicle is needed, are there any specifications for that vehicle other than company logo/stickers?

Please see page 9 of the RFP.

28. Is the orientation period of up to 2 hours a billable item?

No, because security services are not being provided during those hours.

29. In the event of a stop work order being terminated, how long is the contractor granted until starting work again?

No more than 90 days or when both parties agree.

30. Can an officer wear and use their own weapon in lieu of a company provided side arm?

No.

31. Is there a particular weapon/model/caliber specific to the contract? Please advise.

This is the vendor's discretion

32. How long has the current contract been in place?

Contract was awarded and granted four renewals beginning July 1, 2012 and ending June 30, 2017.

33. Who is the current contractor and what rate is being charged?

Pendleton Security. Please submit a Public Records Request for rate.

34. Within the 4 optional years to renew, can the contractor be granted increases to retain staff?

This is at the vendor's discretion. However, per year increases must be listed in proposal.

ATTACHMENT J **Budget Narrative***

Period of Performance: July 1, 2017 – June 30, 2018

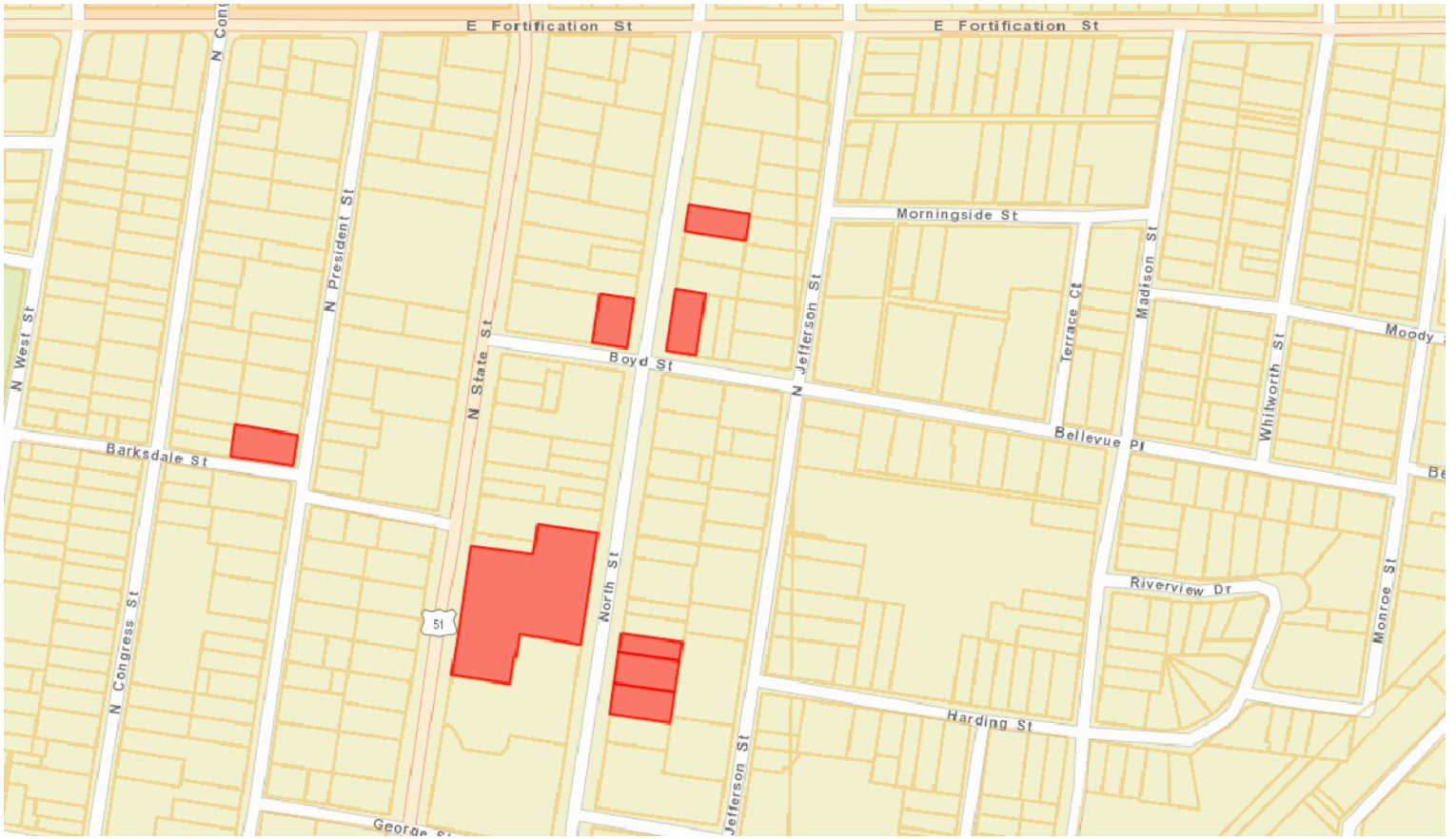
<u>Security Service Employee</u>	<u>Hrs Worked</u>	<u>Paid Hr Rate</u>	<u>Hr. Rate Charged to MDHS</u>	<u>Total</u>
Supervisor				
Security Guard Interior				
Exterior Security Guard #1				
Exterior Security Guard #2				
Exterior Security Guard #3				
Exterior Security Guard #4				
Emergency Hours (Security Guard Rate)				
Sub-Total #1				

<u>Additional Expense</u>	<u># of Miles</u>	<u>Cost Per Mile</u>	<u>Total</u>
Mileage Expense (outside Metro Jackson Area)			
	<u>Mo. Flat Rate</u>	<u>x 12 months</u>	
Alarm Monitoring (Security/Fire)			
Sub-Total #2			
Grand Total charged to MDHS (Subtotal #1 plus Sub-Total #2)			

Hourly rates must reflect actual amounts earned by security guards excluding any deductions for employment related charges such as a weapon, uniform, etc. Security guard's rate of pay should reflect the level of services and experience required as outlined in these specifications.

Name of Company

Signature Date



Hinds County Dashboard

Parking Lots

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