

City of West Sacramento

Request for Proposal for Security Guard Services

Date of Issuance: March 9, 2020

Deadline Date: March 27, 2020

Q: Is the Facility Walk Mandatory?

A: No.

Q: Could you please clarify the weekly hours? Is it one officer for 40 hours a week at one post?

A: Currently, one guard is designated at the Community Center and two guards are designated at City Hall. The second guard at City Hall supports the Community Center as needed.

Q: Who is the current incumbent and when were they awarded the contract?

A: Resolute Security, 9/21/2016.

Q: Copy of current contract?

A: Answer can be found at <https://www.cityofwestsacramento.org/government/meetings-agendas/city-council>

Q: What is the current bill rate?

A: Answer can be found at <https://www.cityofwestsacramento.org/government/meetings-agendas/city-council>

Q: Is the overtime rate lined in the contract?

A: Answer can be found at <https://www.cityofwestsacramento.org/government/meetings-agendas/city-council>

Q: What was the contract amount spent last year?

A: **\$133,707.00**

Q: Is there any minimum wage/pay?

A: See the Security Guard Services RFQ, Contract for Services, referenced under Labor Compliance on our website.

Q: Does the District abide by any City Live Wage Ordinances or just minimum wage?

A: See the Security Guard Services RFQ, Contract for Services, referenced under Labor Compliance on our website.

Q: Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?

A: See the Security Guard Services RFQ, Contract for Services, referenced under Labor Compliance on our website.

Q: Is there a desired page limit for the proposal submission?

A: There is no page limit listed in the RFQ.

Q: Are vehicles required for this bid? If so, how many and what type are needed and how many vehicles and what types of vehicles is the incumbent using?

A: No vehicles will be required.

Q: Are there any more equipment required other than which it's mentioned in the proposal?

A: Employees will be required to wear their company uniform to identify them as Security Guards.

Q: Is this bid subject to a union or CBA?

A: No.

Q: Is lunch time paid?

A: No.

Q: How are meal breaks currently being conducted? Are there enough officers to break each other?

A: Currently, one guard is designated at City Hall, One designated at the Community Center and one roamer.

Q: Are there any required state licenses or certifications required upon submission of the bid proposal?

A: Your company must be duly licensed in the State of California, and qualified and experienced to perform those services.

Q: Are there any additional services that may be needed that are not listed in the RFQ (e.g. additional sites, seasonal required training etc.)?

A: Not at this time.

Q: Is there a specified way you would like responses to come? For example, bound, unbound, 3-ring binder(s).

A: The proposal package may be emailed in pdf format, postal mailed, or delivered in person. If mailed or hand-delivered, four (4) copies of the qualifications package must be submitted. Email or unbound is preferable for copying purposes.

Q: Can you provide the agenda date when the current contract was renewed and provide details in regard to the current term(s) of the contract and the current bill rates?

A: The Security Guard Services was amended on December 11, 2019. Dates and pricing information is listed on the City Council Meeting on December 11, 2019, Agenda Item# 14.

Q: Do the janitorial staff have to be union?

A: The RFP does not specify that the janitorial staff must be members of a union. However, on page 38 of the RFP it states "Starting salary for assigned staff must meet or exceed current economic provisions established by Service Employee's International Union Local 1877"

Q: Is this RFQ pricing base on Prevailing Wage?

A: Yes.

Q: Where can I find the schedule for Prevailing Wages?

A: You can find the Prevailing Wages on the California Department of Industrial Relations www.dir.ca.gov

Q: Item 6) Required Forms (see appendix) What forms are needed?

A: This was an error. Please disregard required forms.

Q: To email the pricing, do we just submit it as a separate pdf attachment? Or, do you want us to send a separate email for the proposed fee schedule?

A: An email is preferred and a separate file within the same email will suffice for the pricing.