

VVTA RFP 2024-08 SECURITY SERVICES ADDENDUM NO. 1

Thursday, October 24, 2024

This addendum is provided to all known prospective proposers to clarify the subject Request for Proposal (RFP).

The following are questions received from prospective proposers before the Friday, October 18, 2024, deadline, along with responses provided by VVTA staff.

Q1: "What's the hourly rate of the security company currently in place?"

A1: The hourly rate of the current security company is \$27.02.

Q2: "Could you please provide information regarding the current bill rates?"

A2: Please see A1, above

Q3: "Additionally, are there any bonding requirements?"

A3: Bid Bond and Performance and Payment Bonds are not required. However, VVTA expects the Contractor to supply reliable, bonded, and well-trained personnel. .

Q4: "Biggest security challenges at each location?"

A4: Hesperia Facility – Loitering;

395 Park & Ride – Loitering;

Victor Valley Transportation Center – Loitering, Disruptive Behavior, Medical Emergencies

Q5: "Section P number 3 could you clarify?"

A5: Section P specifies that if a subcontractor is performing part of the work, the required information must be provided as outlined in that section. This information must be entered in Attachment E, 'List of Subcontractors

Q6: "What is your current providers bill rates?"

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A6: Please see A1, above.

Q7: "Who is the current provider?"

A7: Our current provider is Inter-Con Security Systems

Q8: "Do one of the two guards at the Victor Valley Transportation Center monitor the surveillance system? If not, how/who does that?"

A8: Yes, but they also walk the perimeter of the facility.

Q9: "Do the current unarmed guards wear body armor? Carry batons, OC Spray or Narcan?"

A9: The current guards have pepper spray; however, they do not have body armor, batons, or Narcan.

Q10: "There is no auto requirement mentioned just the use of one of your golf carts to patrol a parking lot - why do you require automobile insurance? If there is a need for a vehicle, or vehicles, times and how many?"

A10: Insurance is required for when the contractor goes on-site. Vehicles are not required for this contract.

Q11: "Who is the incumbent provider?"

A11: Please see A7, above.

Q12: "What are the hourly bill rates for all positions?"

A12: Please see A1, above.

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Q13: "Does the VVTA have any objection to the new vendor, (should there be a change in service providers) hiring qualified officers that are currently working on the current contract?"

A13: VVTA has no objections to this.

Q14: "What are the officers being paid currently, for their positions?"

A14: Please see A1, above

Q15: "What is the current budget for the last 12 months?"

A15: The current contract is not to exceed \$2,612,701.53

Q16: "When did the current vendor assume their current contract?"

A16: The current vendor assumed their contract on August 16, 2021

Q17: "Is there an incumbent contractor for this RFP? Please identify the contractor(s)."

A17: Please see A7, above.

Q18: "If there is an incumbent contractor(s), please provide the current contract value, annual cost, and billing rates."

A18: Please see A7, above

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Q19: “What are the specific requirements for the unarmed (i.e., equipments, licenses, etc)?”

A19: VVTA has not indicated specific requirements for the unarmed security officers. In Section F (Manpower) VVTA has required contractors to supply reliable, bonded, and well-trained personnel, with sufficient skill and experience to perform the work assigned to them. Each contractor should provide information in their bid that would demonstrate that these requirements would be met.

Q20: “Are vehicles required for this project?”

A20: Please see A10, above.

Q21: “When is the official start date of the contract?”

A21: The tentative start date is January 1, 2025

Q22: “In section 3.3 on page 2 of the RFP packet, it states, "Proposers are requested to submit to VVTA one (1) original and one (1) electronic copy via DVD/CD or thumb/flash drive of the proposals or electronically through www.publicpurchase.com." Could you please clarify if electronic submission through www.publicpurchase.com is an acceptable option?”

A22: Yes, an electronic submission through www.publicpurchase.com is an acceptable option.

Q23: “Could you please confirm whether subsection i. Summary of Contracted Services under Section J. Format of Proposals, can be skipped if we will not be subcontracting?”

A23: That section must be fulfilled only if a subcontractor is performing any part of the contract.

Q24: “How many times in the past 3 years has the indemnity clause been used by the city against the security company?”

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A24: Zero

Q25: "How many Workers Comp claims have been filed at each location in the past 3 years?"

A25: Zero

Q26: "How many General Liability claims have been filed at each location in the past 3 years?"

A26: Zero

Q27: "Who is your current provider?"

A27: Please see A7, above

Q28: "What is the current hourly rate for security services?"

Q28: Please see A1, above

Q29: "How much is the current monthly invoice?"

A29: The current monthly invoices is an average of \$34,240.80

Q30: "What is the annual expense for security services?"

A30: Please see A15, above.

Q31: "Does the city want a different fixed rate per year for the 3 years? As an example, year 1 \$30/hour, year 2 \$40/hour year 3 \$50/hour or does the city want 1 fixed rate for all three years, such as; \$30/hour for year 1, 2, and 3?"

A31: Bidders should provide the rates that they feel are appropriate for each year of service.

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Q32: “How many addendums are there?”

A32: The exact number of addendums won't be finalized until the proposal is completed.

Q33: “What are the anticipated working hours and number of guards that will be required for the new location opening in 2026?”

A33: It is assumed that one additional security officer per shift would be assigned to the new transit hub site. Bidders should utilize the same working hours as listed for the Hesperia facility.

Q34: “What is the annual budget for the 3 locations?”

A34: Please see A15, above.

Q35: “The city has stated that they are 30 days net with the option of 10 day net with a 2% fee to the invoice. Is this 2% negotiable to .5% or 0%?”

A35: This will be negotiated with the awarded contractor.

Q36: “Please confirm that if proposers submit online on the publicpurchase.com website no hard copy will be necessary.”

A36: Yes, that is correct if a proposer submits an electronic copy through publics surplus.com no hard copy is required.

Q37: “B.Purpose: Would VVTA consider allowance of straight time plus overtime for the 11.5 hour and 12 hour shifts rather than split into two shifts? Would the Agency consider a modification of the shift hours to account for 8 hour shifts so that full time staffing can be provided and to lower turnover?”

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- A37: VVTA will consider a straight time plus overtime rate for the 11.5 hour shift and will also consider modifications of the shift hours to account for 8 hour shifts
- Q38: “i. II page 25 of 25, pdf page 10 of 72: Providing all services and facilities we have security over the last 5 years with all contact information would be impossible and impractical as we have over 10,000 clients. Would it be possible to list the five customers most similar in services within the local marketplace? Or perhaps 5 similar transit systems?”
- A38: VVTA will accept a listing of up to 5 services, equipment, and facilities that the proposer has provided and/or operated under contract during the past five (5) years.
- Q39: “Are restrooms, water, and cover provided at all locations for the officers to take breaks? If not, please let us know what locations and what arrangements have been made for officers to get out of the elements, use restroom facilities, and have access to water?”
- A39: At the Victor Valley Transportation Center the facility has office space for the security staff as well as restrooms. At the Hesperia Operations facility security staff may enter the building for cover and there is cover above the parking areas located in the front of the facility. Restrooms are located inside the facility. At the Hesperia Park/Ride Lot a guard shack is provided for cover and restroom facilities are available at the truck stop located directly across Hwy. 395 from the park/ride lot. Water should be provided by the security company for the benefit of their employees at all locations.
- Q40: “F. Manpower: VVTA is requiring minimal turnover and well trained quality personnel. The shift lengths are such that it is nearly impossible to provide a majority of 8 hour shifts. In order to attract quality staff and ensure lower turnover, would VVTA consider a modification of coverage times to allow for 8 hour shifts?”
- A40: See response to Q37.

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Q41: "Attachment E Price Proposal Form: The Total Daily Hours seems off. The VV Transportation Center pdf page 26 of 72 states: 2 guards per shift. That alone would be 35 daily weekday hours at that site. Adding 13 daily weekday hours for Joshua/395 plus 14 daily weekday hours for Hesperia Operations would total 64 daily weekday hours. With 2 guards per shift, the Saturday hours should be 28.5 hours, and Sunday hours would be 23 hours. Can VVTA please confirm the daily hours expected? Also, please confirm that there are two officers expected at the VVTC for each shift.

A41: Yes, there are two officers expected at the VVTC for each shift. As there are two officers per shift at VVTC the Total Daily Hours have been corrected to reflect 63.5 daily weekday hours, 28.5 Saturday hours, and 23 Sunday hours.

Q42: "In Section 9(A.) on page 6 of the Sample Agreement VVTA has a unilateral right to immediate termination for convenience. Would VVTA allow for addition of language to allow for contractors ability to terminate with a 90 day written notice to VVTA?"

A42: This will be negotiated with the awarded contractor

Q43: "In Section 19(A.)(2) on page 16 of the Sample Agreement asks that our COI show VVTA as an additional insured. We can provide a COI that "includes" VVTA but does not name them. We include all of our clients by blanket endorsement. Can this sentence be amended to say:"Provide VVTA with valid original certificates of insurance (except with regard to Professional Liability and Workers' Compensation) including VVTA as an additional insured to the extent of Contractors obligations under this Agreement."

A43: This will be negotiated with the awarded contractor

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Q44: “In Section 19(B) on page 17 asks that all SIRs must be declared and approved by VVTA. Our CGL policy has an SIR of 1.75 million dollars and several of the other policies SIR’s are around 1 million dollars. What is the process of declaring and obtaining approval of our SIR’s by VVTA?”

A44: This will be negotiated with the awarded contractor

Q45: “In Section 18(A.) on page 15 of the Sample Agreement is too broad and burdensome an indemnity. We would respectfully ask that the first paragraph be replaced the following: To the furthest extent allowed by law, Contractor shall indemnify, hold harmless and defend VVTA and its members, board members, officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by VVTA, Contractor or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), to the extent cause by the negligent performance of this Agreement. Contractor’s obligations under the preceding sentence shall not apply to any loss, liability, fines, penalties, forfeitures, costs, or damages caused solely by the gross negligence, or caused by the willful misconduct, of VVTA or any of its members, board members, officers, officials, employees, agents, or volunteers.

A45: This will be negotiated with the awarded contractor

The Due Date for Proposals remains at 3:00 PM (Pacific Time), Thursday, October 31, 2024. All other terms and conditions of the RFP will remain the same.

As stated in the RFP, all addenda must be acknowledged. Please use the form that is included in Attachment E, page 10, of the RFP to acknowledge receipt of this addendum. Failure to acknowledge any addenda to this RFP may be cause to deem Bidder “Non-Responsive.”