



St. John the Baptist Parish
RFP-2019-02 – Armed Security Services
Addendum #1

This addendum is issued to add additional requirements Exhibit A: Scope of work – Section V, and address questions received.

1. Exhibit A: Scope of work - Section V

Requirements and Specifications

To ensure the safety of government employees and property for Armed Security Services, the proposed Contractor's employees shall submit to a seven (7) year, statewide criminal background check, as arranged by and at the cost of the employer. Results of these background checks shall be submitted to the Public Safety Director or designee no later than thirty (30) days from the date of execution of the contract and within 3-5 business days of hiring new employees.

Armed Security Guards must have **Automated External defibrillator (AED)** and **Cardiopulmonary Resuscitation (CPR)** certifications. All certifications must be presented to the Parish before the start date.

Questions and Answers

- **Question:** What is the current contractor standard billing rate and emergency billing rate?
Answer: \$17/hour
- **Question:** How long has the current contractor had this rate?
Answer: Since November 2018
- **Question:** In price scoring has the increase in cost of GL insurance to the security industry been factored into making pricing decisions?
Answer: No, it has not.
- **Question:** Who is the current incumbent?
Answer: Rollo Security

- **Question:** When was the current incumbent was awarded the contract?
Answer: The current Contractor is on a month by month basis.
- **Question:** What is the estimated usage (number of annual hours) of prior contract?
Answer: Again, there was no prior contract. The current Contract hours to be calculated should be based on 7:30pm – 5:00 pm Monday through Friday except weekends and holidays.
- **Question:** What is the estimated amount spent on this contract last year?
Answer: There was no contract. The current Contractor is on a month by month basis.
- **Question:** What is the estimated total number of annual hours for this contract?
Answer: The current Contract hours to be calculated should be based on 7:30pm – 5:00 pm Monday through Friday except weekends and holidays.
- **Question:** What is the current bill rate?
Answer: \$17/hour
- **Question:** What was the contract amount spent last year?
Answer: There was no contract. The current Contractor is on a month by month basis.
- **Question:** Are there any additional services that may be needed that are not listed in the RFP?
Answer: No, if additional services are deemed necessary, an additional Purchase order will be issued.
- **Question:** Is there any minimum wage/pay?
Answer: Please follow the Federal and State wage guidelines.
- **Question:** Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?
Answer: No
- **Question:** Is a Bid Bond required?
a) If yes, how much?
b) How often / how many times have you assessed liquidated damages, if applicable?
Answer: No
- **Question:** If awarded, will a Performance Bond be required?
a) If yes, how much?
Answer: No
- **Question:** If awarded, will a Payment Bond be required?
a) If yes, how much?
Answer: No

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

Answer: No, but all required documentation must be included in your package.
- **Question:** Are there any vehciles required for this bid? If so, how many?

Answer: No
- **Question:** Could you please provide a list of all equipment needed for this job?

Answer: Nothing other than what is listed in Scope of Work
- **Question:** Could you provide all hours?

Answer: The current Contract hours are 7:30pm – 5:00 pm Monday through Friday except weekends and holidays.
- **Question:** Do we only have to pay holiday pay when the officer is working on holidays?

Answer: Please follow the Federal and State wage guidelines.
- **Question:** how many hours daily are the officers required per post? The scope states that the coverage is 7:30 am to 5 pm which is 9.5 hours. Also how long is the lunch break and is it unpaid with the officer able to leave their post?

Answer: St. John Parish will pay the Contractor for hours worked (9.5 hours daily). Lunch is determined by the Contractor. **However, someone must always remain at the post.**