



**Addendum No. 1 to
REQUEST FOR PROPOSALS**

FOR

Unarmed Security Guard Services

**Solano County Transit (SolTrans)
Vallejo, California**

SOLICITATION NO. 2022-RFP-02

ADDENDUM ISSUED

March 21, 2022



Unarmed Security Guard Services
SOLICITATION NO. 2022-RF-02
ADDENDUM NO. 1

ADDENDUM DATE: March 21, 2022

Notice to all potential PROPOSERS, the following Addendum No. 1 is being issued for the above referenced project. Except as stated below, all other terms of the original RFP remain unchanged.

1. Who is the Incumbent Security Company and how long have they had the contract?

- a. The incumbent security company is Allied Universal. They have serviced the SolTrans sites since June 2020. They took over the contract held by First Security after purchasing them in early 2020. That contract began July 1, 2019.**

2. Is the award based on low RFP/BID?

- a. Proposals are evaluated using the below criteria which includes price and qualitative components. Such as:**
 - i. Completeness of responses in accordance with the RFP requirements**
 - ii. Experience and knowledge of the firm, the staff, and the key personnel in regard to unarmed Security Guard services. Also, past performance of the firm and its employees especially in areas of transit facilities security**
 - iii. Adequate staffing levels of qualified and experience personnel; good compensation packages for security officers; PTO, retention, and training plans**
 - iv. Understanding the agency's requirements and the critical elements of the work. A clear, quality, specific work plan for the proposed services**
 - v. Reasonable of the hourly rates and overall total price. Adequacy of the data to support the rates and prices proposed**

3. What are the minimum required years of experience?

- a. The RFP Section 4.3 -B. Technical Proposal subsection b asks the Proposer to provide a list of at least 3 projects currently being performed or within the last 3 years. So, we would like to see at least 3 years of experience.**



4. **What is the type of client is considered the best reference?**
 - a. **Transit agencies, shopping malls operators, schools – Any client who needs the officers to be professional, approachable, friendly, provides information and observant of their surroundings.**
5. **Please provide the current bill rate per hour for the existing Guard Services.**
 - a. **The current bill rate is \$25.38 for the unarmed fixed post security officer and \$30.75 for the unarmed mobile security officer services.**
6. **Is there a bond required for this contract? If so, what type of bond and what is the amount?**
 - a. **There is no bond required for this contract**
7. **Do you require any type of vehicles for any of the locations?**
 - a. **A vehicle is required for the mobile guard at Curtola Park and Ride from 06:00 to 22:00. A vehicle is also required if providing security services at the option sites of Sereno Transit center and the Operations and Maintenance facility at 1850 Broadway. A vehicle is to be provided by the Contractor.**
8. **Are there any health care benefit requirements?**
 - a. **Contractor is to provide health insurance to the security officers and their families. The premium for the individual employee needs to be paid by the Contractor.**
9. **Does the cost of living for the city reflect that the security company pay employee's minimum cost of living amount per hour?**
 - a. **The living wage amount for Solano County in 2022 is \$18.23. The current salary for the unarmed fixed post officer is \$17.00 and \$18.00 for the unarmed mobile post officer.**
10. **Is only one copy of the RFP/BID required with price sheet?**
 - a. **If submitting hardcopy proposals, then one original copy and one electronic PDF copy (flash drive) of both the technical and the price proposal must be included. Proposals can be also submitted electronically via email to: procurements@soltransride.com. Please follow instructions in the RFP document.**
11. **Is there a city payment cap amount for fiscal year 2014?**



- a. I don't know Vallejo required in 2014. SolTrans is not a city agency.
- 12. Will you request quotation amount offer for extended years in RFP/BID or after one year of service?
 - a. We ask that the submitted cost sheet include the bill and pay rates for each of the first 3 years and the two option years. The Cost/Price Proposal Forms in Appendix C contain the cost information that SolTrans is requesting.
- 13. Are all guards required to have Twic card?
 - a. No.
- 14. Will office space be included for an onsite headquarters?
 - a. No
- 15. How many vehicles are required, what kind of vehicle is required and who provides them?
 - a. See Response to Question #7
- 16. Is there a specific type of patrol scanning system to be used?
 - a. Soltrans does not specify which type of patrol scanning system is to be used.
- 17. Do we need to include references/ testimonies in the RFP/BID?
 - a. A list of references with contact information is to be provided. Testimonies are not necessary or desirable.
- 18. Do we need to include a letter of transmittal?
 - a. Please include a cover letter or letter of transmittal.
- 19. How many hours of vacation would you like for each security officer to receive yearly at both Vallejo Transit Center and Curtola Park and Ride? Can you list out what each security officer is receiving currently?
 - a. Each Security Officer should receive 2 weeks annual paid vacation at a minimum. Each full-time officer receives 2 weeks of paid vacation currently.
- 20. Can SolTrans list out the long-term strategy regarding potential security coverage at the optional sites? Is there a potential for these sites to be removed from scope after the contract is awarded?



- a. Soltrans is considering other security solutions for coverage at the optional sites. That decision will be finalized before the contract is awarded. If the optional sites are included in the service contract, there is a potential for them to be removed at a future date.**

- 21. Would SolTrans be open to alternative plans if company can create a coverage schedule for the mobile patrol at the optional sites (STC and O&M)?**
 - a. Soltrans will consider proposals for coverage at the optional sites.**

- 22. What is the current pay rate for each assigned guard/position?**
 - a. Please see response to question # 9**

- 23. What is the current bill rate for each assigned guard/position?**
 - a. Please see response to question # 5**

- 24. Do the guards currently receive 2 weeks PTO.**
 - a. Yes**

- 25. Do you have any issues with the current Security vendor that is causing you to go out to RFP and not exercise the option years, or is it solely due to the need to change elements of the contract?**
 - a. SolTrans signed the security contract with First Security in 2019. Soon after SolTrans added York street extension to the security patrol, the patrol vehicle parking was moved from Curtola, First Security was acquired by Allied Universal and security focuses changed during the COVID 19 experiences. The decision was made to put the security contract out for bid with the goal of discussing how security will operate in this new environment.**