

Addendum # 1
RFP# FY21-DWI-01
Unarmed Security Guard Services

1. Will a site visit be permitted prior to the bid due date?

Due to Covid-19, the building is not open to the public.

2. Does the County qualify under the Statewide Pricing Agreement (SWPA)?

The County has used State Pricing Agreements in the past but chose to go out to RFP for these services.

- a. If so, are Offerors required to be approved under the Statewide Pricing Agreement (SWPA)?

No, Offerors are not required to be approved under a State Pricing Agreement.

3. Please confirm that the dates outlined in II.A are 2020, instead of 2019 as published. (pg. 2)

Yes, you are correct. All the years are 2020 and not 2019. Thank you.

4. Please confirm that the RFP reference noted in II.B.5 was intended to be FY21-DWI-02, instead of FY20DWI-01 as published. (pg. 4)

Yes, you are correct it should read FY21-DWI-01. Thank you for bringing this to my attention.

5. We note the instructions in II.C.11 to submit concerns with the General Requirements “promptly.” May those concerns be submitted with the proposal? (pg. 7)

All the General Requirements that are stated in the RFP are also requirements used by NM State Purchasing. If concerns are present, I would submit these in the proposal.

6. Please confirm that the Security Officer required is a Level One (Unarmed) per 16.48.2.17 D. NMAC published by the New Mexico Regulation & Licensing Department. (V.3, pg. 14)

Yes, the Security Officer required is a Level One (Unarmed).

7. Please provide a list of Holidays observed by the County in regards to this post, V.2. (pg. 14)

For the remainder of 2020:

Monday, September 7, 2020	Labor Day
Wednesday, November 11, 2020	Veteran's Day
Thursday, November 26, 2020	Thanksgiving Day
Friday, November 27, 2020	Day after Thanksgiving
Thursday, December 24, 2020	Christmas Eve
Friday, December 25, 2020	Christmas Day

2021

Friday, January 1, 2021	New Year's Day
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8. In regards to V.3 (pg. 14), will safety equipment be provided by the County to aid in safe backpack or purse searches if required? (i.e. Kevlar gloves) a. Any additional equipment to be provided by the County in regards to the position?

The County will provide the wand, metal detector, thermometer, masks, gloves, hand sanitizer (during COVID). Backpacks or purses are just opened and guard looks inside. The Guard is not required to search these items.

9. Is there any specific training required or preferred for the Security Officer?

The Security Guard must be certified by the State of New Mexico and be issued a Guard Card. Self-defense training is required to obtain this certification.

10. Is there any Special Requirements on Uniforms?

Uniforms must be provided by the Offeror and the uniform must contain an agency patch.

11. What is the average length of on-the-job training required of security officers prior to operating independently?

Job training is not provided by the County but the Staff will go over the duties with the security guard and is available to answer any questions is needed. The security guard should know the duties of what is expected of a security guard.

12. Will a sample of the current post orders be provided to aid in preparing preliminary Post Orders for submittal with the proposal as requested in VI.3.e? (pg. 17)

Current post orders will not be provided.

13. Being that the agreement is for four years, can we propose rate increases for every year? Being that Minimum wage goes up every year we will have to.

This is up to the Offeror to state in their proposal.

14. With the pandemic and social distancing being so important, can we just email the proposal instead of dropping off in person?

As social distancing is a priority with the County, as stated on pg. 3 and 4, Submission of Proposals: "Proposals submitted by facsimile, or electronic means will not be accepted."

15. Page 15, the RFP states that the Officers will be checking temperatures. If we are unable to provide this service due to insurance restrictions, are we still able to bid on the contract?

Due to Covid-19, Security Officers are required to do temperature checks.

16. Instead of submitting an entire financials package can we just submit our D&B number so the County can look us up?

You can submit your D & B report as stated on pg. 17 so your financial stability can be assessed.