



**Addendum 1**

**May 23, 2025**

**RFP 01\_25\_26 – Security Services**

This Addendum forms a part of the RFP documents for the above project and modifies the original project specifications as noted below. Kindly acknowledge receipt of this Addendum in your response. Failure to do so may subject your response to disqualification.

**Part 1. Response To Proposal Questions Submitted By May 19, 2025.**

<b>Question</b>	<b>Response</b>
Is there an incumbent contractor? If so, what are their current bill rates?	The incumbent contractor is Orion Security. The current rates cannot be provided as we are currently engaged in a competitive bidding process.
How long has the incumbent held the contract for?	5 years
Is the department happy with the incumbent services that they have provided?	The incumbent has provided consistent service to the SCCOE
Is this a union site, or will a labor union agreement need to be signed before work commences?	We have union members, but a union agreement will not need to be signed.
If an incumbent with security guards has consistently serviced this site, do you prefer the winning of the RFP/IFB to take on or hire the previous security guards?	No
Are there any specific training requirements for security personnel beyond what is stated in the IFB/RFP?	Swing shift guard at Ridder Park will be trained with specific details once he/she is in position.

Is there a total estimated amount of hours for this contract?	There are no total estimated hours for this contract and services for additional hours may be requested on an as needed basis.
Can you clarify if there are any preference points or incentives/set-asides? If so, can they be combined?	No preference points or incentives; competitive bidding process
If the incumbent had to bid for services, can you please send a copy of their winning proposal? If not, can you please provide information on how to submit a public records request to obtain that previous winning proposal?	Requests for public records related to this project will be denied at this time, as we are currently engaged in a competitive bidding process. Requests may be submitted after the project has been awarded.
Are you union affiliated?	Yes
Is the agency able to use this contract to meet minority or veteran-owned participation requirements?	No
Have you been in discussions with potential vendors in preparation for the release of this RFP?	All communication pertaining to the RFP for security services has been shared/posted to all interested vendors.
What challenges have you faced with the current contract?	None
Who is the current incumbent?	Orion Security
How long has the incumbent serviced the County?	Five (5) years
What are the current pay WAGES for the existing security guards?	Information cannot be provided during the competitive bidding process.
What are the current BILL RATES being paid for this service?	Information cannot be provided during the competitive bidding process.
Does the County have a preference to retain incumbent employees that are in good standing and meet the hiring criteria of the Proposer?	No preference
Is there a place to securely store any equipment at the locations and charge the mobile device that the security personnel will be using for communication and incident reporting?	For the swing shift officer at Ridder Park - yes For the patrol of sites - no

During the contract term, would the County consider rate adjustments if unforeseen changes in government or union regulations occur that have an impact on the contractor's costs?	A written request can be submitted for review and consideration.
Is there any equipment provided by the County?	Two-way radios (Motorola) will be provided for both the swing shift guard assignment as well as for any special events (i.e. meetings, conferences) requiring security service
For communication versus two-way radios, is that acceptable or are both needed?	Two-way radios (Motorola) will be provided for both the swing shift guard assignment as well as for any special events (i.e. meetings, conferences) requiring security service
Are there restroom facilities and drinking water available for the security professional at Ridder Park and Walden West?	For guards assigned to the swing shift Ridder Park assignment or the Walden West overnight assignment, both have restroom and hydration stations available for guards to use. For officers on patrol between 11pm - 5am, our facilities are locked and alarmed. Guards will not have access to the buildings.
<b><i>For Special Events:</i></b>	
Typically, how many Security Professionals would be required?	It depends on the type of event, the number of attendees, other unique variables, etc.
Typically, how long would the shifts be?	Shifts can vary between 4 hours - 8+ hours depending on the nature of the event.
Historically, how many times do special events occur each month?	While we typically have two board meetings a month at Ridder Park, other special events are on a as needed basis. The total number of special events will vary and be communicated in advance to the security services vendor once the information is available to share.
For the Harassment Prevention Training course administered by SCCOE, is the training billable and how many hours is the course?	The HFT training is approximately 1 - 1.5 hours in length. This is not typically billable and is the responsibility of the guard to complete prior to first day in assignment at Ridder Park or Walden West.
What challenges are being experienced at each site?	Our sites experience the same types of trends and incident rates associated with public schools including, but not limited to, thefts, acts of vandalism, loitering, unauthorized access to property, dumping, etc. Patrols and security officer presence helps to deter these possible issues.
Historically, how often are Alarm Responses required?	Alarm response and support is very rare. Typically, these average fewer than 2-3 times a year organization wide.

What is the response time expectation for when an alarm goes off?	Typically, alarm response would be within 15-30 minute response time (if guards or patrol vehicles are available).
Which sites will alarm responses be required?	Alarm responses are limited to the County Office of Education-owned sites.
It's noticed that the Pricing Grid shown on Page 16 of the RFP does not have a line item for Alarm Response Rate. Will the County add a line item for Alarm Response Rate?	Billable per what the vendors after hours emergency services rate dictate.
Regarding Assignment 2 – Patrol under service requirements (Page 7 of the RFP), does the SCCOE require foot patrol or vehicle patrol?	In relation to Assignment #2 - after-hour patrols will be with both a vehicle patrol and foot patrol. The vehicle patrol will be the visual deterrence and confirmation that the security service onsite indeed is authorized to be on SCCOE property. Likewise, the expectation will be for the security guard to exit the vehicle and scan pre-identified areas on campus via a checkpoint system or similar. These areas could be out of sight or away from the parking lot thus requiring foot patrol to patrol these areas and to visually observe anything unusual or out of the ordinary.
Can you please share Attachments D and E, as they are required under the proposal response requirements? We were only able to get the Certificate of Nondiscrimination by Seller, Certificate Regarding Workers' Compensation, and Non-Collusion Declaration from RFP. The other two appear to be missing.	Attachments D and E are included in this Addendum. See part 2.
Who is the current incumbent?	Orion Security
What are the current rates?	Information cannot be provided during the competitive bidding process.
What was the SCCOE's total expenditure on security services in the year 2024?	Information cannot be provided during the competitive bidding process.
What is the approximate total budget for this contract?	Information cannot be provided during the competitive bidding process.
On Page 15 of the RFP, under Point 6 it's requested for (Signature of Legal Owner or Authorized Official of the Firm), are we expected to create a subsection and simply provide the signature? Kindly advise.	No separate subsection or additional form is required; the RFP only needs to be signed by the authorized official.

On Page 15 of the RFP, under Point 1, hourly fees for service are requested. However, in Point 8, a table is provided. Are we supposed to use the same table for both sections?	Point 8 is related to Point 1. Kindly use the same table to address both points.
Referring to Proposal Response Requirements on page 15 of RFP, no technical approach is requested for the scope of work. Shall we provide a technical approach to scope of work or only adhere to what is requested in proposal response requirements?	Please ensure that proposals adhere strictly to the specifications outlined in the scope of work.

## Part 2. Attachments

- **RFP 01\_25\_26 – Attachment D / Professional Services Agreement for Services Involving Contact with or Access to Students.**
- **RFP 01\_25\_26 – Attachment E / Drug-Free Workplace Certification.**
- **Assignment 2 - SCCOE Security Services Site Maps**

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