



Addendum No. #1
Management of Security Services Bid
RFP No. 21-11-01
November 3, 2021

Question #1 What is the desired outcome for individuals and the group as a whole? Or what specific behavioral changes would you like to see for those having had this training? **Answer:** Rates will be allowed to be increased in the amount equal to any increases of the rates required to be paid to the Union workers performing similar work in Hudson County, NJ.

Question #2 Is renewal for years two and three determined by the College in its sole discretion, or is renewal subject to the mutual agreement of the parties? **Answer:** It is the College's sole discretion subject to satisfactory performance.

Question #3 Will the Contractor also be permitted to raise rates when and as needed to recoup increases in the following costs that are outside of the Contractor's control: Federal, state, or local taxes, levies, or required withholdings; costs under collective bargaining agreements; minimum, prevailing and living wage rates and other statutory requirements, such as a legally mandated sick leave costs; and medical and other benefit costs? **Answer:** Rates will be allowed to be increased in the amount equal to any increases of the rates required to be paid to the Union workers performing similar work in Hudson County, NJ.

Question #4 Section III Article 5.1 on page 26 of the RFP be revised to give the Contractor the reciprocal right to terminate the Contract for convenience on 120 days prior written notice to the College? **Answer:** No There is only the right to terminate for cause.

Question #5 Who should the proposals be sent to? **Answer:** Jeff Roberson Jr. Director of Contract & Procurement, 26 Journal Square 14th Floor, Management of Security Services, RFP No 21-11-01

Question #6 Will HCCC provide the union list of officers with seniority? **Answer:** Seniority in the contractor responsibility, we will not be providing a list.

Question #7 What percentage of officers will HCCC wish to retain? **Answer:** All officers who continue to perform to my expectations are eligible to be retained.

Question #8 Will HCCC provide a pricing sheet with a breakdown of shifts and officers for each location? **Answer:** Scheduling/staffing is the Contractor's responsibility. Will it be three years of pricing as well? **Answer:** The vendor should provide a pricing spreadsheet for each year and a three-year total sum.

Question #9 Is there an on-site Account Manager? **Answer:** There is no on-site account manager

Question #10 Are there any recommended defensive driver courses? **Answer:** We do not recommend a driving course. However, each security company may have a preferred or internal driver's course requirements necessary for their respective drivers.

Question #11 Are payment terms negotiable? **Answer:** No

Are the uniforms direct billable items? **Answer:** No, Uniforms are the Contractor's responsibility

Question #12 We note the COVID-19 vaccination requirement in Section II.2.B.ii on page 11 of the RFP

- Is that requirement based on the mandate of law or regulation, or is it required to comply with a policy of the College? **Answer:** This is the College's policy.
- Will medical and religious exemptions from the vaccination requirement be granted? **Answer:** May regular COVID-19 testing be substituted for COVID-19 vaccination?
- Should the Contractor lose vaccinated personnel for any reason, will the College allow the Contractor a reasonable cure period to locate a replacement worker before declaring the Contractor in breach of the Contract? **Answer:** Yes

Question #13 Is the consent of surety required to be submitted with the proposal? **Answer:** No

Question #14 Is a bid bond required to be submitted with the proposal? **Answer No**

Question #15 Is a performance bond required for the upcoming Contract? **Answer No**

Question # 16 In the current Contract, employees who do not take medical benefits from the union are entitled to a stipend. **Answer Yes**, Will this practice be required to continue under the new Contract? **Answer Yes**

Questions# 17 Will union medical continue to be direct billed to HCCC under the new Contract? **Yes**

Question#18 Please outline what employee positions HCCC requires and the hours per week for each position.

Question# 19 Will union medical continue to be direct billed to HCCC under the new Contract? **Yes**

Question# 20 The uniform requirements listed in the RFP differ from what the incumbent currently provides. Would you please confirm whether the uniform requirements listed in the RFP are accurate

Question #21 Will HCCC allow for direct bill items? **Answer: No, other than the items that are ready direct billed**

Question# 22 Will HCCC allow for direct billing of the touring system requested in the RFP? **Answer; No**. If not, should vendors presume that the touring system cost is included in the bill rate? **Answer: This item is included in the bill rate**

Question#23 Can you please provide a breakdown of the required # of security officers coverage for each security position category, for each post, shift, day of the week, and school location? **Answer**

1. We have ten buildings and posts.
 - a. One guard mans building A(post#12) on 7-3, and one guard on 3-11 no overnight
 - b. One guard mans building C/D(post#16) on 7-3 and one guards on 3-11, and one overnight(11-7)
 - c. One guard man's building E(post#5) on 7-3 and one guards on 3-11 and one overnight guards (11-7)
 - d. One guard man's building F (post#7) on 7-3 and one guards on 3-11 and one overnight (11-7)
 - e. One guard man's building G (post#4) on the 7-3 and one on the 3-11 no overnight guard
 - f. One guard mans the building I (post#13) on the 7-3 and one on the 3-11 no overnight guard
 - g. One guard man's building J (post#14) on the 7-3 and one on the 3-11 no overnight guard
 - h. Building L (post #18) is manned by three guards on 7-3 and three on 3-11, and one on the overnight
 - i. Two guard man's building S (post#19) on 7-3 and two on the 3-11 and one on overnight
 - j. North Hudson Three guards 7-3 and three on the 3-11 no overnight guard

Question #24 Can you please provide the Total Hours Per Week of Security Coverage? **Answer 2500 Hours**

Question # 25 Is there an On-Site dedicated Account Manager (Site Supervisor) required by HCCC, and is it directly billable to HCCC? **Answer; Yes, there is a site Account Manager and is not directly billed to HCCC,**

Question# 26 Are there required Shift Supervisors assigned per shift for each HCCC location? **Answer: Yes, there are site supervisors assigned to each change.**

Question# 27 Is the security provider(Contractor) required to provide any patrol vehicles to HCCC? **Answer: No**

Question# 28 Can you please confirm how many copies of the proposal we are required to submit to you? **Answer 2 Copies of the proposal**

Question# 29 Can you please confirm to who the proposals should be addressed at HCCC? Is it yourself? **Answer:**

Jeff Roberson Jr. Director of Contracts & Procurement Hudson County Community College 26 Journal Square,
14th Floor Jersey City, NJ 07306. Sealed Bid for Management of Security Services - RFP No. 21-11-01

Question #30 Has there been any addendums been issued to date? **Answer; No other addendum has been issued**

Question #31 Can you advise/confirm if the security contractor provides any required equipment? **Answer; currently, there is no needed equipment provided by the Contractor**

Question# 32 What are the requirements for Uniforms; **Answer Please use the following for Uniforms:**

- 1 parka (winter)
- 1 hat (winter)
- 1 raincoat with hood (word-Security in bold letters on the back)
- 3 pairs fitted pants (Navy blue w/light blue stripe) for Officers. Supervisors, Dispatch and Captains (Navy Blue w/gold stripe). 70 Sip Ave and Culinary posts get Grey Pants.
- 3 Shirts (Summer short sleeves & Winter long sleeves), fitted with badge. White for Supervisors, Culinary and 70 Sip Avenue posts. Navy Blue for Officers.
- 2 ties
- 1 Blazer – Supervisors, Dispatchers, Captains, Culinary & 70 Sip Ave posts in navy blue.
- 1 cap summer/light weight
- 1 photo ID with company name and officer's name
- 1 black belt

Note: Any specific question in regards to the contract terms and conditions will be addressed with the awarded supplier before the execution of an agreement and will not be discussed in this addendum

"Failure to acknowledge receipt of this Addendum may result in rejection of your proposal. Acknowledgment of receipt of the Addendum may be made by 1) faxing a copy of the signed Addendum to Jeff Roberson, Director of Contracts and Procurement at 201-360-4054 prior to the proposal due date, 2) emailing a copy of the signed Addendum to Jeff Roberson, Director of Contracts and Procurement at jrobersonjr@hcc.edu prior to the proposal due date, 3) including the signed Addendum signature page with your proposal, or 4) including a statement in your proposal acknowledging receipt of the Addendum.

Company Name _____

Printed Name: _____

Title _____

Date: _____

Signature: _____