



ADVERTISEMENT for CONTRACTUAL SERVICE

RFP – 24/7 UNARMED SECURITY GUARD - 030724

ADDENDUM No. 1

OWNER'S BID PROPOSAL FORM

OWNER: City of College Park  
3667 Main Street  
College Park, GA 30337

PROJECT: 24/7 Unarmed Security Guard

DATE: February 27, 2023

---

BID #030724 is hereby revised as instructed throughout attached ADDENDUM No. 1.

This Addendum forms a part of the contract documents and modifies the original bid documents. The following items shall take precedence over the originally published bid documents for the above-named project and shall become a part of the contract documents.

---

1. When does this contract start and end?
  - a. **July 1**
2. Do you have the previous bid tabulation for this project?
  - a. **Yes, see attached**
3. Who is the current vendor working on this project?
  - a. **Argus Event Staffing, was assisting with staffing.**
4. Will there be a schedule provided for events and basketball games?
  - a. **Yes**
5. How far in advance will the company be notified they will need 40-50 security officers for events?
  - a. **1 week**
6. When was the current incumbent awarded the contract? Could you please provide us with a copy of the current contract?
  - a. **Contract was awarded October 4, 2021 and renewed in 2022**
7. Are there any subcontractors being used for the current contract?
  - a. **No**
8. What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.)
  - a. **All contracts are 1 year with optional renewals up to 5 years.**
9. What was the start date of the initial contract?
  - a. **October 4, 2021**
10. What was the amount spent in the last 12 months?

- a. **In order for the respondents to provide their cost; previous contractual cost amounts are non-disclosed. We will inform you the contracted cost for the campus was \$634,608.00**
11. What was the total spent in the last in the last billed month?  
a. **See question #10 response**
12. Are there any other rates billed separately (such as equipment, vehicles, etc.) Are there any significant modifications from the previous contract to the new one? For instance, an increase in hours, a change in guard type (e.g., armed vs unarmed), a need for additional resources?  
a. **No**  
b. **No**
13. What was the amount spent on this contract last year?
14. What is the estimated total number of annual hours for this contract?  
a. **See RFP**
15. What is the current bill rate for each position?  
a. **The City request offeror determine what they will pay their staff.**
16. Are there any additional services that may be needed that are not listed in the RFP? For instance, the need for additional sites, seasonal required security, etc.  
a. **The City is looking for the most responsive, however; there another request for proposal RFP - EVENT SECURITY SERVICES – 030724, being advertised.**
17. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?  
a. **The City request offeror determine what they will pay their staff and follow all state and federal wage laws.**
18. Is the current contract using vehicles? If yes, how many?  
a. **No**
19. Is a bid bond required with the submission? We noticed that there is contradictory information on pages: 11, 14, and 29.  
a. **NOTE: This Request for Proposal (RFP) document is a standard boilerplate form in addition; take into consideration this may not be modified for every RFP, then read #10 in additional information.**
20. Do you require us to have a subcontractor with this bid?  
a. **The City request the primary have an office within the Metro Atlanta area for staffing purposes.**
21. Could you clarify if we must utilize a subcontractor with this contract?  
a. **The City does not make recommendations; the primary shall take the necessary and/or appropriate means to make sure the deliverables of the contract are fulfilled to the satisfaction of the awarded contract.**
22. We would like to submit our proposal for the Ref: Campus Security bid. But we have a State of GA license, is that sufficient to bid for this?  
a. **You do not need a City of College Park business license to submit a proposal**
23. Does the GICC have recommended pay rates for the security officers that will be assigned to the GICC and GICC Arena?  
a. **No, this is stated in the RFP.**
24. Pages 18 and 19 are a repeat of pages 16 and 17, is this an error, since you are only requiring 3-5 references?  
a. **We are only looking for 3-5 references**

25. Page 27, Last paragraph regarding security coverage. Question: Will one officer on first and second shifts cover both the GICC, and GICC Arena, or will two officers be needed, one for each building?
- One (1) officer for each building for 1st and 2nd shifts and two (2) officers for each building for 3rd shift.
26. Does the GICC provide Radios for communication to officers assigned to the GICC and the GICC Arena?
- Yes, this was stated in the RFP.
27. GICC Arena Event Coverage - In order to provide an annualized dollar amount, I would need the following information What would be the anticipated annual event coverage number of hours?
- The estimate cannot be provided, since these hours are billed per staffing for each event.
28. What are the GICC monthly average event hours billed by Argus Event Staffing per month?
- The estimate cannot be provided, since these hours are billed per staffing for each event.
29. What are the Arena monthly average event hours billed by Argus Event Staffing per month?
- The estimate cannot be provided, since these hours are billed per staffing for each event.
30. How many guard personnel have been required of Argus Event Staffing for events at GICC? the Arena?
- Depends on schedule event
31. What is the hourly bill rate billed by Argus Event Staffing?
- Each offeror will need to determine what their bill rate will be.
32. Scope of Work, Section: Hours of Coverage, page 27, outlines 4 security officers needed during a 24 hour period and states "The GICC/Arena Campus needs three eight-hour shifts filled at both the GICC/Arena Campus buildings..." Clarification requested - are four officers needed at each location during a 24 hour shift for a total of eight officers per day or are the four officers responsible for patrolling each facility?
- See RFP; HOURS OF COVERAGE information
33. Scope of Work, Section: Hours of Coverage, page 28, number 3 states "It is necessary to have an on-site supervisor for each shift." Clarification requested - Does this mean that a supervisor should be scheduled on each shift outlined in the above referenced section increasing the total scheduled officers by one supervisor per shift?
- See RFP; HOURS OF COVERAGE information
34. Scope of Work, Section: Hours of Coverage, page 28, number 5 states "Contractor shall make sure security officer(s) are compensated during all breaks." Clarification requested - define "breaks".
- What does your company consider a break?
35. Scope of Work, Section: Additional Information, page 29, number 2 states "Contractor staff is not allowed to eat food on post unless there is a medical emergency." Clarification requested - are security personnel allowed (short) meal breaks?
- See RFP; HOURS OF COVERAGE information

36. Other than cell phones, please advise of any additional equipment needed or issued to security personnel for and by GICC/Arena.

a. See RFP; CONTRACTOR'S REQUIREMENTS – Uniforms and Equipment

