

February 16, 2024

# **REQUEST FOR PROPOSAL (RFP)**

## **for CONTRACT SECURITY SERVICES (782-23-001)**

### **SUMMARY OF RESPONSES TO QUESTIONS**

#### **ATTACHMENT NO. 1**

<b>Question</b>	<b>Answer</b>
What company currently holds this contract?	Allied Universal Security Services
Will walkthroughs be required	No
Can I have a copy of the current awarded RFP	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
What is the current value of the contract?	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
Are there subcontractors being used for the current contract	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
What was the initial term length of the current contract (for example, 1 year plus 4-year options, etc.)	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
What is the start date of the initial contract?	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
What is the total billed in the last 12 months?	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
What was the total spent in the last billed month?	You will need to file a Public Records Act request to obtain this. <a href="https://www.ebmud.com/about-us/public-records">https://www.ebmud.com/about-us/public-records</a>
Are there any significant modifications from the previous contract to the new one? For instance, an	The District has and will continue to make changes to Security operations in positions,

Question	Answer
increase in hours, a change in guard type (e.g., armed vs unarmed), a need for additional resources?	responsibilities, hours, technology, and other resources as needed, based on our ongoing assessment of operational needs and efforts toward continuous improvement.
What is the estimated total number of annual hours for this contract?	If you are referring to the existing contract, you will need to file a Public Records Act request for us to provide this information. If you are referring to the anticipated contract generated from this RFP process, this is explained in the RFP under the proposed staffing plan, which you can extrapolate as an annual estimate when fully staffed. As discussed in the preproposal conference, staffing will be discussed more specifically with the selected vendor.
What are the current billing rates for security officers/supervisors	Billing rates for security officers/supervisors varies based on seniority and other factors. They range from approximately \$36.92 to \$66.30; overtime billing rates range from approximately \$39.75 to \$88.97.
What are the current pay rates for security officers/supervisors	Pay rates for security officers/supervisors varies based on seniority and other factors. They range from approximately \$23.96 to \$46.13; overtime pay rates range from \$32.18 to \$65.43.
Are there any additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required security, etc.	All specific, current information is provided in multiple places in the RFP. The District may make changes as needed to the number, hours, responsibilities, locations, and other factors based on its assessment of operational needs and what is best for the safety and security of the District.
Section I.A on page 1 of the RFP states that the contract term is comprised of a three (3)-year base term “with options to renew for two additional one-year terms.” Is renewal subject to the mutual agreement of both parties or the sole prerogative of EBMUD?	The options to renew are at the sole discretion of the District. See Addendum No. 1 for the notice of termination required for the vendor. Termination language will be included in the final General Services Contract with the selected vendor(s).
We assume that the Contractor’s compliance with the Physical Qualifications in Section I.B.6.a.2.a on page 16 of the RFP is intended to be in accordance with applicable law, including the Americans with Disabilities Act. Can the cited provision be replaced	Proposers are expected to know, understand, and follow all applicable federal, state, and local laws and ordinances, including those of the Americans with Disabilities Act.  See Addendum No. 1.

Question	Answer
<p>with the following to achieve compliance with applicable law?</p> <ul style="list-style-type: none"> <li>○ “Officers must be physically capable of safely performing all essential duty requirements outlined in any agreement resulting from this RFP, with or without reasonable accommodation.”</li> </ul>	
<p>Section III.C.1 on page 29 of the RFP instructs that “Prices quoted shall be firm for the first twelve (12) months of any contract.” How will rate increases be addressed for subsequent contract years?</p> <ul style="list-style-type: none"> <li>○ Will EBMUD also permit rate increases to allow the Contractor to recoup increases in unforeseen costs that are outside of the Contractor’s control such as: increases in 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 legally mandated sick leave costs; and medical and other benefit costs? If so, please describe the process by which the Contractor will be able to submit a request for a rate adjustment.</li> </ul>	<p>Increases in costs must be explained to the District and supported by documentation provided to the District, explaining the reason for the increases.</p>
<p>Is there a specific way you would like the response to be prepared? For example: bound, unbound, 3-ring binder(s), pages limits, paper type, etc.?</p>	<p>All requirements are listed in the RFP. Other than that, you may assemble/prepare your proposal in whatever way you feel best represents the information in concert with the details of the RFP submission requirements.</p>
<p>Section 8 of pages 2-3 of Exhibit A instructs that “...by signing Exhibit A- RFP Response Packet, the Proposer agrees to meet the minimum insurance requirements stated in the RFP.”</p> <ul style="list-style-type: none"> <li>○ Are Proposers permitted to take Exception to any of the provisions of the insurance Requirements?</li> <li>○ If Exceptions are permitted, how should those be noted on the signed version of the insurance requirements that must accompany the Proposal?</li> <li>○ Exhibit B of the RFP and Exhibit D to the General Services Agreement at</li> </ul>	<ul style="list-style-type: none"> <li>○ See Exhibit A, Page 1, bullets 3 and 4 for instructions on how to take exceptions to any part of the RFP.</li> <li>○ See Exhibit A, Page 1, bullets 3 and 4 for instructions on how to take exceptions to any part of the RFP. In addition to listing the specific proposed exceptions in the appropriate location as instructed, complete the insurance forms with the insurance types and amounts you are able/willing to provide, for evaluation.</li> </ul>

Question	Answer
<p>Exhibit C of the RFP each state Insurance Requirements. However, Exhibit D to the General Services Agreement at Exhibit C of the RFP is watermarked as a “SAMPLE” and also refers to additional types and limits of insurance not included in Exhibit B, i.e. Pollution Liability Insurance and Excess and/or Umbrella Liability Insurance Coverage. Please clarify which document states the insurance requirements applicable to this RFP and is required to be signed and submitted with the Proposal.</p>	<ul style="list-style-type: none"> <li>○ The insurance references in the sample contract are not applicable, this sample is intended for reference to the possible contract info. The insurance requirements specific to this contract are included in the RFP package.</li> </ul>
<p>Is the current contract using vehicles? If yes, how many?</p>	<p>Yes, 7</p>
<p>Are there any MWBE/VS/DBE or other goals for this project?</p>	<p>This information can be found in the Contract Equity Program (CEP) portion of the RFP which includes a hyperlink to the CEP guidelines from our District web page.</p>
<p>Per the Solicitation, the Description of Proposed Services will include "The description shall identify spare or replacement parts that will be required in performing maintenance services, the anticipated location(s) of the spare parts, and how quickly the parts shall be available for repairs." Can the District please confirm whether this information is required?</p>	<p>All requested information in the RFP is required and information provided or lack thereof will be evaluated for responsiveness according to the evaluation matrix provided in the RFP.</p>
<p>Per the "Emergency Staffing" section, there is a table outlining the contractor agreeing to supply additional security officers in accordance with the following sequence of hours after initial request: 2 hours, 4 hours, 8 hours, 24 hours, and 36 hours. Is there an ideal number of officers that the District would like the awarded contractor to provide for each time frame?</p>	<p>An ideal number has not been identified and would be based on an operational assessment of the existing conditions. The RFP is asking what your organization would reasonably be able to provide.</p>
<p>Will your agency hold a public opening? If yes, can you please provide with the date, time, and location?</p>	<p>No, RFPs for services are not opened publicly as it is not a “Low Bid” award.</p>
<p>What holidays are observed by the District</p>	<p>The District observes the following holidays:  New Year’s Day  Martin Luther King Jr. Day  Lincoln’s Birthday  Washington’s Birthday  Cesar Chavez’ Birthday  Memorial Day  Juneteenth</p>

Question	Answer
	<p>Independence Day  Labor Day  Columbus/Indigenous People's Day  Veteran's Day  Thanksgiving Day  Day After Thanksgiving  Christmas  Day After Christmas</p> <p>These days are minimally staffed for security.</p>
Beyond state/federal minimum wage is there a prevailing wage, living wage ordinance, or contract specific wage?	The contract awarded as a result of this RFP will not be a prevailing wage contract, see Addendum No. 1. There are not contract specific wages, though proposers should read the RFP in its entirety, including section I.C.15. a. and b. which discusses pay and benefits for transitioning staff. Additionally, all proposers are expected to know, understand, and abide by all federal, state, and local wage laws/ordinances to which they may be subject based on any agreement resulting from this RFP.
Is there an incumbent guard force the District would like to retain?	This information is contained in the RFP, including but not limited to section I.C.15. a. and b. Proposers should explain their process for evaluating and hiring existing staff for retention.
Is the Assistant Client Manager position to be a salaried position?	This is to be determined by the proposer as part of the proposed staffing plan.
Is the incumbent guard force up to date on certifications	The District requires all vendors to have and maintain all required certifications for the term of their contract(s).
Is any portion of the current program covered under a collective bargaining agreement (CBA) for the security officers and supervisors.	The incumbent maintains a CBA with the union that represents their staff. The District is not a part of that process, does not maintain a copy of the CBA, and cannot provide documentation belonging to other entities.
Are breaks on-duty or off-duty and if on-duty, are officers relieved so the post is always covered	Most meals are off-duty and a relief officer is provided by a facility rover or patrol officer, whom must be qualified to work each post.
Are meal breaks on site or off site	Meals are off duty so there is no requirement to remain on property. Whether it is reasonable to remain on property or leave is dependent on the post and officer.

Question	Answer
Is non-lethal equipment approved (i.e. pepper spray, baton, taser, etc.)	Not currently
Are handcuffs approved	Not currently
Section III.F.1 on page 32 of the RFP requires the successful Proposer to post and maintain a Payment Bond. Are all bidders required to submit a Consent of Surety with their proposals?	No.
Are suppliers not utilizing a subcontractor required to have a payment bond?	No.
Are there any other rates billed separately such as training, supervisor, etc.	If you are referring to the existing contract, this information requires a Public Records Act request, see link above. If you are referring to the anticipated contract generated from this RFP process, this is explained in the RFP on billing for staff based on the proposed staffing plan, vehicles, and optional services. Please provide the information you feel is responsive and appropriate. See RFP section I.C.13. Cost of Services, Section III. B. Cost, and Exhibit A, page 5 Proposal for details on describing cost.
In the pre-bid meeting, you spoke about starting in August with the main mobile patrols 1-4 and then building up into the additional patrols, however in the RFP there are a total of 9 mobile patrol posts requested. Just confirming that proposals should contain pricing for all positions and hours requested in the RFP on exhibit G?	Pricing for all positions requested in the RFP should be included in order for the selection committee to make a reasonable comparison.
Are there mandatory PTO requirements	Proposers are expected to explain their PTO program, which must abide by all state, federal, and local law/ordinances as well as all binding agreements.
Is there a need for a 4-wheel drive vehicle to execute on the SOW on a daily basis?	There are areas, especially in the upcountry (San Joaquin, Amador, Calaveras) region where 4-wheel drive may be advantageous but there are currently no 4-wheel drive vehicles on the contract.
Can EBMUD provide an overall historical average daily mileage for the vehicles required to perform the duties within this program?	No. The District has not historically tracked this information, which would be highly variable depending on post and shift.
Page 19, Section 9c, explains that officers assigned to administrative facilities will wear a dress style uniform. Can EBMUD confirm that these uniforms	The District did not request “suit” style uniforms for the administrative facilities and is not specifying a particular uniform style. Please provide options for typical, public

Question		Answer
are suits, and if so, provide the hours per week for each location that will require dress style uniforms.		facing uniforms, suitable for work in both administrative and field environments.
If the prime contractor does not qualify under the Contract Equity Program, can EBMUD confirm if there is a percentage requirement to be subcontracted to DVBE's or SBE's?		<p>Contract Equity Program information is available on the Contract Equity Program website:</p> <p><a href="https://www.ebmud.com/business-center/contract-equity-program">https://www.ebmud.com/business-center/contract-equity-program</a> .</p> <p>Contact the Contract Equity Office with additional questions. Their contact information is also listed on the Contract Equity Program website.</p>
Can EBMUD confirm how many vehicles are required for the entire program.		The posts requiring a vehicle are noted as such in Exhibit G. The vehicle requirements are listed in section I. G. 11. As discussed in the pre-proposal conference, not all posts in Exhibit G will need to be staffed on day 1, but proposers should build proposals around full staffing of Exhibit G, so the selection committee can reasonably compare. Numbers, types, markings, equipment, and the all-in flat rate cost for vehicles should be included in each proposal.
Exhibit G lays out the roles and hours per week at each site, by shift. Can EBMUD provide addresses for the locations described as East Hills, West Hills, Valley Springs, and Upcountry; see below:		
Post	Reporting Location Address	Notes
Shift Supervisor	Main Wastewater Treatment Plant 2020 Wake Ave Oakland, CA 94607	All service area patrols (Contra Costa and Alameda Counties) report to the Main Wastewater Treatment plant for log on, then disperse to patrol areas
Mobile Patrol Officers 1 through 7		
SD-1 Gate 1 & 2		
SD-1 Patrol		
Client Manager	Main Administrative Building 375 11 <sup>th</sup> Street Oakland, CA 94607	Lobby, Loading Dock, and Garage posts are fixed posts for access control
Assistant Client Manager		
Administrative Support Officer		
SOCC		
Dispatcher/Supervisor		
AB 2 <sup>nd</sup> Floor Lobby		
AB Loading Dock		
AB Rover 1 & 2		
AB B2 Garage		

Question		Answer
AMC Rover	Adeline Maintenance Center Administrative Building 1100 21 <sup>st</sup> Street Oakland CA, 94607	Adeline Maintenance Center is a campus of several buildings in the West Oakland area
AMC Admin		
AMC Shops	Adeline Maintenance Center Shops Building 1200 21 <sup>st</sup> Street Oakland, CA 94607	
Oakport Rover	Oakport Facility 5601 Oakport St. Oakland CA 94621	Oakport is a campus of several buildings and yards in southwest Oakland near San Leandro Bay
North Area Service Center	North Area Service Center 3999 Lakeside Drive Richmond, CA 94806	Fixed Gate Post
Upper San Leandro Water Treatment Plant (WTP)	Upper San Leandro WTP 7700 Greenly Drive Oakland, CA 94605	Fixed Gate Post
El Sobrante WTP	El Sobrante WTP 5500 Amend Road El Sobrante, CA 94803	Fixed Gate Post
Lafayette WTP	Lafayette WTP 3848 Mt. Diablo Boulevard Lafayette, CA 94549	Fixed Gate Post
San Pablo WTP	San Pablo WTP 300 Berkeley Pk Boulevard Kensington, CA 94707	Fixed Gate Post
San Pablo Dam Road	San Pablo Dam Road Northwest end of San Pablo Reservoir El Sobrante / Orinda CA	This is a temporary construction fixed, access control post for capital improvement project to the reservoir.
Orinda WTP, North Gate	Orinda WTP 190 Camino Pablo Orinda, CA 94563	The rover and one of the gate positions are temporary but long-term construction project positions
Orinda WTP, South Gate		
Orinda WTP, Rover		
Walnut Creek WTP	Walnut Creek WTP 2201 Larkey Lane	Fixed Gate Post

Question		Answer
	Walnut Creek, CA 94597	