

1. The RFP states that each building or location requires a vehicle (truck/car/golf cart). If my math is correct, then we are required to provide 11 vehicles for patrols...is that correct? - Section 4.42
 - Cherokee Plant will require a single all terrain cart for rounds.
 - There needs to be two patrol vehicles in Mobile. Mobile buildings are close enough together to make street legal golf carts a viable option for portions of the campus. There will need to be one full size vehicle and the second can be a street legal golf cart.
 - Montgomery currently operates with four full size vehicles (one for the shift supervisor and three rovers). Distance may make street legal golf carts a less attractive option.
2. Can we use a street-legal golf cart for all of our vehicles? - Section 4.42
 - Answered in previous section.
3. Smart cellphones - In addition to the supervisors needing cell phones, are we also required to provide them to the assistant site directors and site directors? - Section 4.4.2 & 4.43
 - Yes
4. Patrol reporting – [potential proposer] uses smartphones to conduct our rounds & automated reporting. How many of them are required for each location (11)? - Section 4.4.2 & 4.4.3
 - If rounds are handled using smartphones, each static post, each rover post, each supervisor post, each site director, and each assistant site director may need a smartphone device.
5. Page 14 states that the security provider must provide for weekly dry cleaning - is that correct? & if so, is there dry cleaning on site? Section 4.4.4
 - This is correct. There is no facility onsite.
6. How many sets of uniforms do you require per officer/supervisor/director? Section 4.4.4
 - RSA does not offer any specific guidance on the number of uniforms other than:
 - All uniforms should be “clean and pressed” and guards should “present a neatly groomed appearance”. Offeror should provide sufficient uniforms to meet that standard.
7. How many personnel/positions will be standing fixed posts that require blazers & ties? Section 4.4.4
 - There are currently fourteen public facing static posts in buildings. There are two in Dexter, two in Trustmark, and two in Battle House with one in all others except for Cherokee.
8. Consulting & Analysis - How much consulting & analysis is required for upper executive management of the offeror to provide? Section 4.8
 - Generally, no less than monthly and no more than weekly. This could fluctuate as needed for operations.
9. Payment for Services - How often does billing occur for RSA (Weekly, Biweekly or Monthly)? Section 5.
 - Monthly
10. In Attachment D, the totals line for Total Hours/Week should be 4,600 hours, but it states 5,600. Which is correct?
 - The total hours indicated in Attachment D is 4,600 rather than 5,600. Please note, however, that miscellaneous events at RSA properties throughout the year require additional security guard hours, so up to 1,000 potential additional hours may be budgeted in the contract.

11. Who is the current incumbent?
 - Inner Parish Security Corporation.
12. When was the current incumbent awarded the contract? Could you please provide us with a copy of the current contract?
 - Summer 2018. Any contract to be issued under the current RFP will reflect the requirements of this RFP, rather than those of the 2018 RFP and/or the contract issued in relation thereto.
13. Are there any subcontractors being used for the current contract?
 - No.
14. What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.)
 - 4 years with option to extend 1 additional year.
15. What was the start date of the initial contract?
 - The current contract began July 14, 2018.
16. What was the amount spent in the last 12 months?
 - Refer to hourly rates set forth below in response to Question 50.
17. What was the total spent in the last billed month?
 - Refer to hourly rates set forth below in response to Question 50.
18. Are there any other rates billed separately (such as equipment, vehicles, etc.)
 - Refer to Section 5 of RFP.
19. 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?
 - RSA cannot determine what modifications a proposer might deem “significant,” but the estimated hours reflected in Attachment D generally reflect RSA’s recent experience at each respective location.
20. When do you anticipate the start date of a contract resulting from the award of this solicitation?
 - August 1, 2023.
21. What is your preferred transition schedule? More specifically, how much time from the award date to the contract start date do you anticipate?
 - This will depend on the selection date.
22. What is the current bill rate for each position?
 - Refer to hourly rates set forth below in response to Question 50.
23. 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.

- Please refer to the RFP and Q&A guidance regarding additional services that may be required (for instance, special events referenced in RSA's response to Question 10).

24. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?

- No

25. As stated on page 3 section 1.2.1, "Offerors should provide their responses in the following formats: (a) Two printed, bound paper copies of the response must be received by the RSA Contact indicated in Section 1.4 by June 28, 2023 at 2:00 p.m. (b) One electronic copy of the response in PDF format must be received by June 28, 2023 at 2:00 p.m. by the three email contacts stated in Section 1.4 (if the file is greater Page 4 than 10 megabytes, it must be separated into files 10 megabytes or less, with each sent in separate emails)." Can you please confirm whether one method is needed or are both required?

- Both are required. The digital copy can be delivered on your preferred storage media.

26. 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.?

- Refer to page 3, Section 1.2.1 for requirements.

27. Is the current contract using vehicles? If yes, how many?

- Yes; the number has varied during the course of the contract but currently is similar to the requirements set forth in the RFP.

28. Can you please confirm whether or not we need to complete and sign/submit "Attachment B: Agreement to Provide Professional Services" on page 30 of the RFP?

- No, but proposers must confirm they will accept the contractual terms and conditions set forth in the sample contract (Attachment B). Refer to page 3, Section 1.2.1 for requirements.

29. We note the instructions addressing rate increases in Section 3.5 on pages 8-9 of the RFP. Nonetheless, will the RSA also permit rate increases at any time during the maximum five (5)-year term 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. (RFP page 8-9, 3.5 and Attachment D Cost Proposal)

- Any future adjustment to rates would have to be negotiated between the parties. Barring an extraordinary and unforeseeable event, RSA does not anticipate allowing rate adjustments beyond what is explicitly indicated in the Contractor's RFP response.

30. Allied Universal wants our officers to be well dressed in clean, well pressed, sharp uniforms in good shape. Please confirm if the dry cleaning mentioned in this section is meant for all officers or just those in the Executive Uniform? (RFP page 14, 4.4.4)

- If the "Non-Executive" uniforms worn by the guards do not require dry-cleaning and meet the approved requirements set forth in the RFP, this would be acceptable.

31. Section 4.4.3 - Radios can break and need to be replaced with age and normal wear and tear. Please confirm the offeror will be responsible for replacement of radios that falls under negligent use of property.

- Offeror will be responsible for repair or replacement of existing radios through either regular usage or wear and tear and accidental or intentional damage. Offeror is responsible for maintaining current radio count. There are currently 18 in Montgomery and 11 in Mobile. They vary in age and all are out of warranty.

32. How old are the current radios and what is the current life expectancy they have left?

- Radios are of various ages and more than one brand. All should be considered out of warranty.

33. Cost Proposal - Should we display any pay rate and billing rates increases over the 5 year cycle in our technical portion or on alternate sheets of the cost proposal?

- This can be done as an addendum to Attachment D in the RFP.

34. What estimated percentage of staff works major Holidays? New Years Day, Christmas Day, Thanksgiving, Memorial Day, Independence Day, and Labor Day.

- We are to be fully staffed 365 days a year.

35. Are any Holidays billable?

- Yes; see response to Question 34 above. To the extent the offeror is asking whether extra charges can be billed for holidays, please note that any extra charge for holidays should be reflected in the offeror's proposal.

36. Can a smartphone be a personal phone, or does it need to be issued through the offeror?

- It may be personal, but the offeror is responsible for ensuring compliance with all RFP requirements.

37. Is a computer needed for Cherokee?

- No. There is a supplied computer there.

38. Section 4.3 - An independent, certified laboratory will conduct comprehensive drug testing. Please confirm we need submit to a lab instead of cup/in house test urine analysis.

- Yes, an independent, certified laboratory must perform the drug tested as required by the RFP.

39. In what format the T&C exceptions/alternative language should be in for the final submission?

- You may provide them as an addendum to your response.

40. Every single thing financially accountable for, should be put toward the bill rate, I just want to make sure that all line items like uniforms, drycleaning, vehicles, gas, markup, annual CPI increase, etc should all be included in the bill rate in our proposal. -REFERENCE SECTION 3.5

- As noted in the RFP, the hourly rate should be a loaded rate including base rate, benefits, taxes, overhead and profit. (See Section 5 - Payment for services.)

41. In section 4.1 of the rfp it states Cherokee Alabama - what is the HPW here and set up and is this included in the 5600hpw

- For current estimated hours at the Cherokee facility, please refer to Attachment D of the RFP.

42. Section 4.3 states that the background MUST go back 20 years: is this only in the state of Alabama or nationwide?

- Nationwide.

43. During our walk through there was a property left out - what was the name of that property, and what are the positions and HPW please?

- There was no walkthrough scheduled for Cherokee. It can be arranged if needed.

44. We received an answer for the variance of 4600 hpw and 5600 hpw, for future planning purposes - those additional hours are they all officer rates or supervisor rates as well- if so, what should the breakdown be for the additional 1000 hpw.

- The variance is for special events at any of the 3 campuses that might require additional security. The type of guards will be on a case-by-case basis.

45. During the additional 1000 hours that are being planned for is this going to be the SOC which would be the more skilled-based pay rates?

- The variance is for special events at any of the 3 campuses that might require additional security. The type of guards will be on a case-by-case basis.

46. Is the proposal of 5600 hpw going the apples to apples comparison against all companies correct? Or do you want two proposals one for 4600- Not including SOC and one for 5600 including the SOC.

- The variance is for special events at any of the 3 campuses that might require additional security. The type of guards will be on a case-by-case basis. As noted in the RFP, all positions and hours provided are estimates and are subject to change during the course of the contract at RSA's sole discretion.

47. Can we personally drop off the bonded and electronic copy - in lue of emails due to the size of the folders and data

- Yes.

48. The RFP states that officers assigned to fixed posts in the lobbies wear a dark blue blazer with a distinctive engraved name badge. May black blazers be substituted for the blue blazer? Section 4.4.4

- Yes, black is acceptable if it is universal to all posts.

49. Can we get the current hourly pay rates of each position? Section 3.5

- The current rates billed to RSA are as follows:

<u>Position</u>	<u>Rate</u>
○ Guard 1	\$16.56
○ Guard 2	\$17.06
○ Supervisor 1	\$17.56
○ Supervisor 2	\$19.00

- CCTV Spec 1 \$23.07
- CCTV Spec 2 \$23.57

Follow-up: The Site Director and Assistant Site Director positions are currently paid the same rates as supervisor positions, but offerors may propose other rates for those positions as set forth in Attachment D of the RFP.

50. Please confirm the estimated vehicle mileage we should anticipate per vehicle; (RFP page13; 4.4.2)

- 930 miles per month on average.

51. Even after the walk-through, we are still uncertain as to how many phones we need to provide. Since we will need to provide a cell phone for each security post, please confirm how many posts, and therefore how many cell phones, we will need to provide? (RFP page 14, 4.4.3)

- There are currently 13 fixed posts in buildings with 1 or more guards, 11 parking facilities with 1 or more guards, 6 rovers, 6 supervisors, 2 assistant site directors and 2 site directors. Posts and shifts are estimated and subject to change during the contract. Section 4.4.3 outlines what is needed by supervisors and site directors/assistants (currently 10) and notes the requirement of an electronic audited tour system. If the tour system utilizes a phone or other smart device, the total number of such devices required could expand to 40 or more.

52. As mentioned is the walk-through, please confirm that RSA will be providing the laptop computers and therefore, we won't need to provide those ourselves? Correct? (RFP page 13, 4.,4.3)

- There are currently three (3) desktop computers assigned to security in Montgomery, one (1) in Cherokee, and two (2) in Mobile. There are no laptops provided.

53. Will there be a reverse auction or “best and final” stage as part of the decision-making process?

- RSA reserves the right to solicit best and final offers, but also reserves the right to select a winning proposal without doing so.

54. Will you agree to Net 30 terms? Section 5

- Yes, as set forth in Section 5 of the RFP.

55. Does RSA intend to maintain its incumbent officers as part of the new contract? Section 4.10

- RSA anticipates that some would remain under employment with a new contractor, if selected.

56. Is earned vacation time to be honored by the awarded security services provider? If so, can that be direct billed to RSA?

- All posts must be filled every day. Please refer to Section 5 of the RFP. To the extent the offeror is asking whether extra charges can be billed for holidays, please note that any extra charge for holidays should be reflected in the offeror’s proposal.

57. Under supervisory requirements, what state or federal training certifications are considered comparable for being P.O.S.T certified? Section 4.2

- Other similar police training or experience.
- Other similar military training or experience.
- Previous security supervision experience.

58. In assistance with visitors and employees, are our officers required to perform the action of boosting of the vehicle or simply providing the battery booster box? Section 4.4.2

- There should be a core of rovers and supervisors that have the knowledge and experience to help in this area. Best case would be to have all rovers and supervisors trained at the most basic level.

59. Can a sterilized working schedule be provided so full and part time positions can be calculated?

- Here are the estimated percentages of part-time staff currently at each campus. As noted in Attachment D, the hours provided are merely estimates and are subject to change. These are current staffing levels and may not reflect the needs of RSA throughout the next contract term.
 - Montgomery - 61% part-time (76 Employees)
 - Mobile - 23% part-time (35 Employees)
 - Cherokee - 25% part-time (8 Employees)

60. Is using an independent lab for drug tests required for all drug tests or only at initial startup and for new hires? P.11, 4.3

- All.

61. Guards Watch Tour Offeror shall provide sufficient readers and tags to accomplish the work and provide real time reporting as requested and required by RSA. What system is currently used? P.13, 4.4.2

- SilverTrac

62. Does entire system need to be replaced? P.13, 4.4.2

- The current system is owned and operated by the incumbent security provider.

63. How many checkpoints are at each site? P.13, 4.4.2

- The number varies by location and needs to sufficiently cover restrooms, mechanical rooms, other locations where water leaks are possible, and other sensitive locations.
- Supervisor tours should include guard posts to make sure they are inspecting their subordinates.

64. Can we bill separately for gas? P.13, 4.4.2

- Please refer to Section 5 of the RFP.

65. What is the average number of radios replaced each year? P.13&14 4.4.3

- Two were repaired this year. One is currently down. Two were purchased during the course of the current contract.

66. Retention-What percentage of incumbents do you hope to retain? P. 20 4.10

- RSA does not know what percentage would ultimately be retained by a new contractor, if selected. Please be prepared to replace as needed.

67. Payment for Services- The hourly rate shall be a loaded rate including the base rate and all benefits, taxes, overhead and profit, and will be the sole means to calculate the Offeror's compensation. "Add on" fees such as fuel surcharges and waste fees will not be allowed. We understand that fuel surcharge fees and any other fees will not be allowed. Are fuel costs allowed to be passed through as a direct bill line item? P. 20, 5.

- As stated in the RFP, the hourly rate will be the sole means to calculate the offeror's compensation.

68. Does RSA prefer to have a flat composite rate over the term of the contract (including all wage increases) or an annual escalator to help keep wages congruent with annual CPI changes? P 20, 5.

- RSA does not necessarily prefer one cost structure over the other, so long as the offeror is able to fulfill all responsibilities set forth in the RFP.

69. Attachment D: Cost Proposal - What is the current percentage of Security Guard 1 vs. Security Guard 2 positions? Or, How many in each Guard Category (1 vs. 2) – As these categories are currently lumped together on the Cost Proposal? Attachment D.

- The current contract does not compensate based on experience.

70. If applicants have marijuana onboard in a drug screen or a misdemeanor conviction for possession of marijuana, how long is it going to be determined for them to be considered for RSA employment?

- Misdemeanor convictions may be evaluated on a case by case basis, based on the type and severity of conviction. Please refer to Section 4.3 of the RFP.

71. The RFP requires that we submit a signed RSA Non-Disclosure Agreement. However, we do not see the attachment. Can you please provide it or instruct us where it can be found? Part III. Additional Document Requirements

- A signed NDA need not be submitted with the proposal. For RSA's general requirements regarding confidentiality, please see Attachment B, the sample contract, at Paragraph 9.