

Port of Moses Lake Security Services

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<i>No</i>	<i>Question Reference (RFP Paragraph)</i>	<i>COMMENT/QUESTION</i>	<i>RESPONSE</i>
1	<i>Page 3 of 37 Notice of Request for Proposals</i>	<p><i>Page 3 of 37 Notice of Request for Proposals states, “All submitted proposals must include one (1) original and one (1) digital copy of the proposal.”</i></p> <p><i>Contractors are currently under COVID-19 travel and worksite restrictions that pose significant logistical challenges for producing hard copies of the proposal. For example, at this time all of our employees are working from home, and access to our headquarters where our proposal production supplies and equipment are located, is restricted. These restrictions may continue for several more months. Impacts to contractors' ability to produce hard copies will vary depending on which State the contractors' employees who are involved in hard copy production reside within, and the individual States' plans to ease restrictions.</i></p> <p><i>Will the Government consider removing the requirement for hard copies and allow offerors to submit proposal files electronically?</i></p>	<p><i>Unfortunately, No. Each respondent will receive an email confirmation acknowledging the receipt of their proposal.</i></p>
2	<i>Page 3 of 37 Notice of Request for Proposals</i>	<p><i>Page 3 of 37 Notice of Request for Proposals states, “All submitted proposals must include one (1) original and one (1) digital copy of the proposal.”</i></p> <p><i>Can the Government confirm an email copy of the submission will suffice for the digital copy of the proposal?</i></p>	<p><i>For business purposes a digital copy in the form of via email is acceptable.</i></p>
3	<i>Page 4 of 37, Service Providers Checklist; Page 7 of 37, Item 6 Staffing Plan;</i>	<i>The Service Providers Checklist and Item 6 Staffing Plan requires offerors submit a Staffing Plan as part of their proposal submission.</i>	<p><i>Since the Port is asking specifically for graveyard shift in the staffing plan, it was not necessary to stipulate an</i></p>

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	Page 14 of 37, Item 34 Evaluation Process	However, the table in Step #2 Proposal Evaluation does not include an evaluation factor for the Staffing Plan. Is it the Governments intent for the Staffing Plan to be evaluated during Step #1 without a scoring factor? Or will the Government revise the Step #2 Evaluation points rating?	evaluation factor. Therefore, a revision to the RFP is not needed.
4	General	Can the Port specify the transition period from time of contract award to contract start?	Security is a first-time contract for the Port. Start date will be June 1, but we are willing to discuss what that will look like with the selected contractor
5	General Conditions Page 7 of 37, Item 9 Sufficient Qualified Employees	The Port requires the Service Provider to provide additional qualified and trained security personnel on any Port property as requested by the Port. The Port shall pay these additional personnel at the established hourly rate and shall not be responsible for any overtime pay. Can the Port give an estimated number of weekly/monthly/yearly hours that may be requested by the Port for these types of circumstances?	This is difficult to calculate coming out of COVID-19. It could be up to six (6) times a year with varying lengths. <u>Examples</u> <ul style="list-style-type: none"> - In 2019, the military was here for two weeks and needed a guard 24-hours a day. Other military operations want someone to walk through the terminal regularly during the day on a Saturday or Sunday. - Lead times varies – anywhere from two months to two weeks. <p>As soon as the Port knows, a request for service will be made.</p>

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6	<p><i>General Conditions</i></p> <p><i>Page 7 of 37, Item 9 Vehicles</i></p>	<p><i>The Port requires the Service Provider to furnish highly visible, properly marked vehicles in good condition without obvious body damage, clean, four-wheel or all-wheel drive.</i></p> <ol style="list-style-type: none"> <i>1) Can the Port specify the quantity of vehicles required for this bid?</i> <i>2) Can the Port specify the make/model of vehicle(s) it prefers to be used for this bid?</i> <i>3) If no make/model is preferred, can the Port specify if it prefers a Sedan or SUV to be used on this contract?</i> <i>4) Can the Port provide estimated yearly mileage for each vehicle to be used on this contract?</i> 	<p><i>One vehicle, an SUV is preferable. The vehicle will be used to make rounds on the Port's properties. Approximately, 40,000 miles a year.</i></p>
7	<p><i>Exhibit B – Contract</i></p> <p><i>Page 25 of 37, Item 12 Additional Duties</i></p>	<p><i>Can the Port confirm that the personnel required for the additional duties in this section will be paid the established hourly rate rather than an overtime rate?</i></p> <p><i>Also, can the Port provide an estimated number of weekly/monthly/yearly hours that the Port may request for these services?</i></p>	<p><i>Yes, additional duties will be paid at the established hourly rate. This rate should take into account the possibility of OT pay. Please see page 24 or 37, item #5.</i></p>
8	<p><i>Exhibit B – Contract/Personnel Hiring and Training Requirements</i></p> <p><i>Page 28 of 37, Item 23 Specific Performance Standards</i></p>	<p><i>The Service Provider will assure that at all times security personnel carry and display any required Port identification and wear protective gear as required by the Port.</i></p> <p><i>Can the Port provide a list of the protective gear that is required to be worn by the Port?</i></p>	<p><i>Protective gear would include cold weather gear, hard hat, security vest.</i></p>
9	<p><i>Exhibit D – Federal Wage Determination</i></p> <p><i>27102 Guard II</i></p>	<p><i>Commonly, the Guard II is required to demonstrate proficiency with firearms and other special weapons.</i></p> <ol style="list-style-type: none"> <i>1) Does the Port require the Guard II on this contract to carry a firearm?</i> 	<p><i>No - a Guard II is not required. The request is for unarmed security.</i></p>

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		<p>2) <i>If the answer to the question above is yes, what is the preferred weapon, ammunition, and/or body armor (ballistic vest and helmet) required to be used on this contract?</i></p> <p>3) <i>If a firearm is required, can the Port confirm that they will provide storage/safe for these weapons on site?</i></p>	
10	<p><i>Attachment A – Proposal Form</i></p> <p><i>Page 17 of 37, Item 1</i></p>	<p><i>In the table provided, Security Guard is the only classification listed, but Lead Guard (Guard II) was mentioned in the RFP.</i></p> <p><i>Does the Port require Lead Guards on this contract?</i></p>	<p><i>No – this contract does not require a “Lead” guard.</i></p>
11	<p><i>Exhibit A – Staffing Schedule</i></p> <p><i>Page 21 of 37</i></p>	<p><i>Service responsibilities: 80 hours per week graveyard shift.</i></p> <p><i>Can the Port provide a detailed post schedule to include the number of posts, days of week, start/end time or length of shifts, and type of guards required?</i></p>	<p><i>At this time, the need is seven (7) days a week (Monday through Sunday). Port property must be monitored during the graveyard shift schedule with a weekly allotment of 80 hours.</i></p>
12	<p><i>Exhibit B – Contract</i></p> <p><i>Page 30 of 37, Item 31</i></p>	<p><i>The Port will pay overtime rates for the following: (i) actual worked hours on the following 7 holidays...</i></p> <p><i>Can the Port confirm if personnel will be required to be staffed on the remaining 3 Federal holidays (Columbus Day, Veteran’s Day, Washington’s Birthday)?</i></p>	<p><i>This is a correction. It should be 11 holidays: New Year’s Day, Martin Luther King Day, Washington’s Birthday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve and Christmas Day</i></p>
13		<p><i>Is there security in place today if so, who is the current incumbent?</i></p>	<p><i>This RFP denotes our first contract for Security Services.</i></p>
14		<p><i>How long have they serviced the Port?</i></p>	<p><i>N/A</i></p>
15		<p><i>How many vehicles are required?</i></p>	<p><i>Minimum of one (1)</i></p>

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16		<i>What is the amount of mileage driven by each vehicle per month? 40,000 per year.</i>	<i>An annual allotment of 40,000.</i>
17		<i>It is understood on Exhibit A, the Staffing Schedule states 80 hours per week graveyard shift. #11</i> <i>What is the specific shift/coverage needs? Are there one or two Guards on duty per shift? During what time? How many days a week?</i>	<i>At this time, the need is seven (7) days a week (Monday through Sunday). Port property must be monitored during the graveyard shift schedule with a weekly allotment of 80 hours.</i>
18		<i>On page 29 of the RFP, there is a reference that the Security Professionals need to be knowledgeable in, and shall be able to demonstrate familiarity with, all requirements of the TWIC program.</i>	<i>TWIC does not apply to the Port of Moses Lake.</i>
19		<i>Are the Security Professionals required to have a TWIC Card while on post?</i>	<i>No</i>
20		<i>In the RFP, the Scope of Work specifies that the Service Provider shall provide “unarmed” security protection. However, Exhibit D has Guard Classification 27100 and 27102 require the Guard to demonstrate proficiency with firearms and other special weapons. Is there an armed requirement for this solicitation? Exhibit D references that the Guards need to meet rigorous physical fitness standards. What do those standards entail?</i>	<i>This contract is not specific to Guard II.</i>
21		<i>What is the Port’s standard payment terms?</i>	<i>See page 10, Item #15</i>
22		<i>Is the Port exempt from payment of state and local sales and use taxes?</i>	<i>No</i>
23		<i>What challenges is the Port experiencing?</i>	<i>None at this time.</i>
24		<i>The Security Personnel will be using a company issued cell phone that will be used to maintain regular communication with designated staff when necessary. This device will also include an application that allows the Security Professional to log daily reports, complete detailed incident reports and</i>	<i>The security services office is a protected location that includes a garage.</i>

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		<i>captures details of rounds made during a shift. Is there a storage locker or equivalent available to lock up the device at the end of their shift?</i>	
25		<i>How are security professionals relieved when taking required Rest and Meal Breaks?</i>	<i>N/A</i>
26		<i>If security is currently in place today, does the Port have a preference to retain incumbent employees that are in good standing and meet the hiring criteria of the Proposer?</i>	<i>No</i>
27		<i>Are there restroom facilities in close proximity to all of the posts?</i>	<i>This is a roving position.</i>
28		<i>For inclement weather, is there shelter available for the security professionals?</i>	<i>Yes</i>
29		<i>What time is the Proposal Due on April 19, 2021?</i>	<i>No later than 5pm.</i>
30		<i>Will the Port revise General Conditions Section 2 on page 5 of the RFP and Contract Section 5 on page 23 of the RFP to give the Contractor the reciprocal right to terminate the contract for convenience on 90 days' prior written notice?</i>	<i>No</i>
31		<i>Please explain the basis for the application of the Service Contract Act to this solicitation.</i>	<i>U.S Military contracts basis.</i>
32		<i>Will the Contractor be permitted to raise rates when and as needed to recoup compensation increases mandated by the Service Contract Act, as well as the following additional 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 a legally mandated sick leave costs; and medical and other benefit costs?</i>	<i>Rates changes are eligible for review in October.</i>
33		<i>Allied Universal routinely adds clients as additional insureds on our insurance policies, so long as our obligations are aligned with our indemnification obligations and limited to the specified insurance limits we</i>	<i>All insurance and legal language changes/suggestion must discuss and reviewed with legal and insurance.</i>

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	<p><i>have agreed to provide. Our blanket additional insured endorsement automatically covers any party we are required by written contract to cover as an additional insured, to the extent set forth in such contract, without the necessity of expressly naming such party. Can the sections cited below be revised as follows to reflect those parameters?</i></p> <p><i>RFP Section 12 on pages 8-9: Insert the following sentence after the word “subcontractors:”</i></p> <p><i>“The Service Provider shall include the Port as an additional insured on its Commercial General Liability and Automobile Liability Policies to the extent of the Service Provider’s defense and indemnification obligations under the contract and up to the required insurance coverage amount.”</i></p> <p><i>On lines 6-7, replace the phrase “naming the Port as an additional insured” with the phrase “including the Port as an additional insured where required by written contract.”</i></p> <p><i>RFP Section 13.D on page 9:</i></p> <p><i>Replace the first sentence with the following: “The Port, its officers, officials, employees, and volunteers are to be covered as additional insured, to the extent of the Service Provider’s defense and indemnification obligations under the contract and up to the required insurance coverage amount, on the CGL and automobile liability policies.”</i></p> <p><i>Delete the last sentence in its entirety. Allied Universal’s CGL and Auto Liability policies are written in manuscript form but maintain equivalency with</i></p>	
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	<p><i>CG 00 01 and CA 0001 respectively. We respectively request that Section 13.A and Section 13.B on page 9 of the RFP be revised to insert the phrase “or equivalent” after the reference to “CG 00 01” in Section 13.A and the reference to “CA 0001” in Section 13.B.</i></p> <p><i>Can Contract Section 20 last bulleted item on page 27 of the RFP be revised as follows to achieve compliance with the Americans with Disabilities Act?</i></p> <p><i>You have an</i> <i>Replace lines 1-3 with the following:</i> <i>“Be physically capable of performing all essential job duties, with or without reasonable accommodation. To the extent job-related and consistent with business necessity, the individual should be of reasonable height and weight, have binocular vision.”</i></p> <p><i>On line 6, insert the phrase “with or” before the word “without.”</i></p> <p><i>Our company stands behind our security services and regularly accepts the obligation to indemnify clients for the comparative portion of any losses, costs or damages that are caused by the negligent acts or omissions of our personnel in the performance of security services under client agreements. Can Contract Section 38 on page 31 of the RFP be revised as follows to reflect those parameters?</i></p> <p><i>On line 4, replace the phrase “arising from any cause whatsoever” with the phrase “to the extent caused by the negligent acts and/or omissions of the Service Provider and/or its officers, directors, employees and agents.”</i></p> <p><i>On line 6, replace the phrase “arising from the” with the phrase “to the extent caused by the negligent.”</i></p>	
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	<p><i>Our company's standard business terms include a disclaimer of consequential damages. Can the following mutually beneficial, reciprocal waiver of consequential damages be added to the Contract as new Section 47 on page 33 of the RFP?</i></p> <p><i>Limitation of Liability</i> <i>Anything to the contrary notwithstanding, under no circumstances will either party be liable to the other party for consequential, incidental, indirect or punitive damages, or for lost profits."</i></p>	
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