

**RFP contact person**

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**Mendocino County  
SHERIFF-CORONER OFFICE**

**Sheriff-Coroner Office Request for Proposal**

**RFP # SO-2017-001**

**ADDENDUM # A1**

**Court House Security**

**Addendum Issue Date: May 30, 2017**

**RFP Issue Date: May 1, 2017**

**RFP Submission Deadline: July 7, 2017**

*Addendum is provided to all vendors and potential proposers*

**Reason for Addendum: Questions and Answers received during the inquiry period which closed May 22, 2017.**

**ALL OTHER SPECIFICATIONS REMAIN IN FULL FORCE AND EFFECT.**

**Acknowledgment of receipt of this addendum is required to be included in your proposal. You may indicate such inclusion in narrative form within your proposal or by attaching a copy this addendum to your proposal.**

Any questions or concerns regarding this matter should be directed to Dora Briley using the information in the upper left corner on page 1 of this document.

**Corrections:**

1. Page 4, IV. Pre-Submittal Inquiries and Points of Contact, A. The email address for Lieutenant Caudillo should be [caudilli@co.mendocino.ca.us](mailto:caudilli@co.mendocino.ca.us)
2. Page 6, Scheduled Activity chart, RFP Submission Deadline date is incorrect. RFP Submission Deadline date is July 7, 2017.

**Questions & Answers:**

**1. Vendor Inquiry:**

What are the hours that each guard will be working?

**County of Mendocino Response/Clarification:**

40 hours per week, adjustable per needs of the Department and Court.

**2. Vendor Inquiry:**

The RFP states how many guards, but how many hours will each guard work? Are they all working at the same time?

**County of Mendocino Response/Clarification:**

Depends on the needs of the Department and Court.

**3. Vendor Inquiry:**

Is there a living wage ordinance in Mendocino County?

**County of Mendocino Response/Clarification:**

No.

**4. Vendor Inquiry:**

Who is the incumbent contractor?

**County of Mendocino Response/Clarification:**

Allied Universal Security

**5. Vendor Inquiry:**

What is the current billable wage?

**County of Mendocino Response/Clarification:**

\$19.99 - \$20.66 per hour.

**6. Vendor Inquiry:**

The Scope of Services outlines the services to be provided. Will the County present the hours of operation for the 3 officers, 1 supervisor and 2 officers in Fort Bragg?

**County of Mendocino Response/Clarification:**

See County response in question 1.

**7. Vendor Inquiry:**

Will lunch breaks be "on-duty" meal periods?

**County of Mendocino Response/Clarification:**

This is up to the Contractor, but coverage is required at all times.

**8. Vendor Inquiry:**

Will the Site Supervisor be a billable individual (standing post 40 hours a week) or should he/she be billed into our overhead?

**County of Mendocino Response/Clarification:**

This is up to the Contractor who will need to consider the needs of the Department and Court when planning schedules.

**9. Vendor Inquiry:**

Will this contract be subject to any wage determinations other than the California minimum wage?

**County of Mendocino Response/Clarification:**

No.

**10. Vendor Inquiry:**

Will this contract require a minimum benefits percentage/cost to each officer?

**County of Mendocino Response/Clarification:**

This up to the Contractor.

**11. Vendor Inquiry:**

The Scope of Services states in section D, line 1: All persons considered for court security duty shall be submitted to the Sheriff's Court Security Unit for review and approval.

- a) Will these RFP respondents be required to submit the information with the RFP or after the award of the contract but prior to the start of the contract?
- b) Would the County like to use incumbent staff (if any)?

**County of Mendocino Response/Clarification:**

- a) Contractor conducts the background checks and County and Courts review them. County has final decision.
- b) Using incumbent staff is up to the contractor. Hiring staff who are familiar with the Mendocino Courts is desired.

**12. Vendor Inquiry:**

How would the County rate the current guard staff (including the supervisor) from 1-10 (10 being the best)?

**County of Mendocino Response/Clarification:**

No response.

**13. Vendor Inquiry:**

How would the County rate the current management staff's communication from 1-10 (10 being the best)?

**County of Mendocino Response/Clarification:**

No response.