Request for Proposals for
Security Guard Services
RFP 0721-4
Questions and Answers

July 29, 2021

Q1. Who is the incumbent Security Company?

A1. This question seeks information that is not required to submit a responsive bid.

Q2. Will you be keeping any incumbent personnel?

A2. The successful proposer shall be responsible in staffing this contract.

Q3. Is this Union/32BJ? Prevailing Wage?

A3. No. This contract is not subject to prevailing wage.

Q4. Does this fall under DCAS or OGS contracts?

A4. No.

Q5. 27 hours per week are listed in the table for Contract security for Hunters Point - 2 part time, however the number of hours are not reflected in the total. Would you please confirm whether those hours should in fact be added to the total (799 as opposed to 772 hours per week)?

A5. The total number of hours should be 799. Please see Addendum 1 which formally makes this correction.

Q6. Would you please provide the names of other companies responding to this bid as well?

A6. This question seeks information that is not required to submit a responsive bid.

Q7. Please specify any required minimum wage rates and benefits for security guards for each of the next 5 years.

A7. The Library has not establish minimum wage rates and benefits. Proposers are to comply with all Federal, State and City laws that are applicable to these services.

Q8. Are security guards required to work on Holidays?

A8. If the Library building is open on a holiday a guard will be scheduled at the holiday hourly rate.
Q9. Are security guards required 24/7?

A9. Yes, please see section V SCOPE OF WORK. The Library requires regularly scheduled guards as well as security response to all of its locations for intrusion, fire alarms and Security Guard 24 X 7 Response Unit System Wide as needed.

Q10. Are any supervisors required? There are no requested rates for this position.

A10. No. The Library has not requested rates.

Q11. In section V Scope of Work of the RFP, the first sentence on page 5 states that “The Library requires approximately 298 hours per week of uniform contract security guard service staff” but the details in the bullets add up to more than 298 hours. Please clarify.

A11. The first sentence in page 5 was corrected in a revised RFP document, which changes 298 to 799 to match the estimated hours listed in the subsequent narrative of the scope of work.