

## QUESTIONS AND ANSWERS

- Q1. Who is the current incumbent? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q2. When was the current incumbent awarded the contract? Could you please provide us copy of current contract? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q3. What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.) **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q4. What was the start date of the initial contract? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q5. What was the amount spent in the last 12 months? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q6. What was the total spent in the last billed month? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q7. Are there any other rates billed separately (such as equipment, vehicles, etc.)? **No.**
- Q8. 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? **No.**
- Q9. What was the amount spent on this contract last year? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q10. What is the estimated total number of annual hours for this contract? **Review, RFP “Statement of Work”.**
- Q11. What is the current bill rate for each position? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q12. Are there additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required, etc? **Review, RFP “Statement of Work”.**
- Q13. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage? **Review, section 8.2 in RFP.**
- Q14. Could you please clarify how many originals and copies are being requested of the technical proposal and the cost proposal? **Review, section 7.0. in RFP.**

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- Q15. Reference: RFP, Page 7, Section 12, Confidential or Proprietary Information: CRC Rule 10.500 (f) provides exemptions for disclosure of the bidders, including confidential and proprietary information (subsection 10). Will the County agree to allow the bidder to submit a proposed redacted version suitable to release to the public? If not, will the County agree to provide the bidders with notice of any request under the PRA or CRC Rules so that the bidders may pursue legal recourse to prevent confidential trade secret information from public disclosure? **No.**
- Q16. Reference: Training & Certification: Does the Court have specific training modules or standards that must be incorporated into our training plans, or are we free to design our own curriculum within the outlined requirements? **Review, RFP “Statement of Work”.**
- Q17. Is there a minimum number of training hours required? **Review, RFP “Statement of Work”.**
- Q18. Reference: Background Checks: For required Live Scan and background checks, is there a preferred vendor or service the Court recommends or requires? **Live Scan through the Court Human Resources.**
- Q19. Reference: Equipment and Maintenance: For Court-provided equipment, Will the Court be responsible for maintaining and repairing entrance screening equipment, or is the contractor expected to handle this at its own expense? **The court maintains the Lobby X-ray and Magnetometer Machines.**
- Q20. Are vehicles required for the performance of patrol services or other duties under this agreement? If so, how many vehicles should be allocated? **No.**
- Q21. Will the Court provide any vehicles, or must the contractor supply them entirely? **No vehicles required or provided by the court.**
- Q22. What is the expected average daily or weekly mileage for vehicles used under this agreement? **The court does not have this information.**
- Q23. Will the Court reimburse costs for fuel, maintenance, and other vehicle-related expenses, or should these be included in our cost proposal? **The court does not reimburse for fuel, maintenance & mileage.**
- Q24. Are there specific vehicle requirements (e.g., size, type, branding, or equipment) for use during the contract? **No.**
- Q25. Are security personnel required to carry cell phones, radios, or other communication devices while on duty? If so, who is responsible for providing these devices? How many devices are required and what is the preferred device (cell phones or radios)? **No.**

## QUESTIONS AND ANSWERS

- Q26. Will the Court provide all weapon screening equipment (e.g., metal detectors, X-ray machines, hand-wand scanners), or is the contractor responsible for sourcing and maintaining this equipment? Are there specific training requirements for using the screening equipment? **Yes, the court provides this equipment. Requirements are only those set by the state for security companies and their staff.**
- Q27. Reference: Compliance and Penalties: Have any penalties been assessed on the current contract for similar services? If so, can you provide details about the nature of those penalties, the specific violations or performance issues that led to them, and their monetary value? **N/A.**
- Q28. What steps will the Court take to notify contractors of compliance deficiencies before withholding payment or imposing penalties, and is there a grace period to address these issues? **Any deficiencies in performance are reported immediately to the Court contracted onsite security company manager for remedy. Please see "Exhibit B and Attachment 2" of the RFP for further information.**
- Q29. General Questions: What is the court's preferred uniform style? **Collared dress shirt and slacks. Review, RFP "Statement of Work".**
- Q30. Who is the incumbent service provider? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q31. How long has the incumbent been supporting the requirements of the security program? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q32. Is the incumbent fully staffed and fulfilling all the required service hours/posts? **Available information has been provided in the RFP.**
- Q33. Are there areas where the Court feels contractors typically underperform and where you would like additional focus or innovation? **Available information has been provided in the RFP.**
- Q34. Does the County have a preference to retain incumbent employees that are in good standing and meet the hiring criteria of the proposer? **Review, RFP "Statement of Work".**
- Q35. Will the incumbent Security Personnel be grandfathered for training requirements or are they required to be retrained? **Review, RFP "Statement of Work".**
- Q36. Will the incumbent Security Personnel be grandfathered for background investigation/screening requirements or are they required to be rescreened? **Review, RFP "Statement of Work".**
- Q37. Which locations are the incumbent Security Personnel unionized & which union are they represented by? **N/A.**

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- Q38. What are the current pay rates and billing rates by labor category? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q39. Will the courthouse provide secure storage for confiscated weapons or prohibited items detected during screenings? If not, what are the expectations for the contractor to handle such items? **The court does not store weapons or prohibited items.**
- Q40. If storage or screening equipment requires contractor provision, will the Court reimburse these costs, or should they be included in the proposal? **Review, Question K Response.**
- Q41. What is the protocol for managing weapons or dangerous items discovered during screening? Are security personnel expected to directly handle firearms or call law enforcement immediately? **No weapons are allowed inside any court facility, except for local, on-duty law enforcement officers.**
- Q42. SOW # 1.6.6 states: All Contractor staff who may drive Contractor's vehicles to perform Work under this Agreement shall pass Contractor's DMV clearance check and be entered into Contractor's DMV Pull Program that notifies Contractor of any employee who receives a traffic violation conviction. Are there any posts that require the use of a vehicle? **No.**
- Q43. Does the Court know if the current provider is utilizing a vehicle for any of the services required under this contract? **No.**
- Q44. Attachment 2, page 2 of 21, paragraph 1.6 (c) states that "Contractor shall not subcontract or delegate any of the obligations under this Agreement except as approved by the Court in writing in advance". However, RFP 24-03 page 8 of 9, paragraph starting with "If using DVBE subcontractors" and form Attachment 7A Section III actually specifically reference Bidders subcontracting to DVBE Subs. Please confirm that non-DVBE Bidders can utilize DVBE subcontractors (per Attachment 7A Section III), and if the Bidder meets the DVBE threshold for commercial useful function, the DVBE incentive will be applied to the Bidders bid. **You may submit the bid using sub-contractors; however, if you are the highest score bidder, the court must approve the subcontractor prior to issuing the award.**
- Q45. Is there an incumbent contractor for this RFP? Please identify the contractor(s). **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q46. If there is an incumbent contractor(s), please provide the current contract value, annual cost, and billing rates. **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q47. How many vehicles are currently being provided for this project? **None.**

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- Q48. If vehicles are required for this RFP, could be itemize vehicle cost in Exhibit C – Cost Worksheet or would this be all-inclusive in the rates provided? **N/A.**
- Q49. In Exhibit A, Statement of Work, Section 3 "Court Locations, Staffing Levels, and Coverage Hours," the officer at Barstow Courthouse is scheduled from 7:30AM-5:00 PM, which totals 8.5 hours per day, including a 1-hour off-duty meal break. Should this result in 0.5 hours of overtime? Please clarify. **Yes.**
- Q50. For the San Bernardino Historic Courthouse, the officer scheduled to work from 8:00AM-5:45PM totals to 8.75 hours per day, taking into consideration of a 1-hour off-duty meal break. This results in 0.75 hours of overtime a day and should be 3.75 hours of overtime a week. Please clarify. **Correct.**
- Q51. Who are the current contractor and how long have they've been in contract? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q52. What are the current billing rates? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q53. Page 4. Section 7.2.2 states original cost portion of the proposal must be submitted to the court in a single sealed envelope separate from the non-cost portion, does this mean we cannot submit one envelope with both separate envelopes inside or is the preferred to be two complete separate envelopes? **Yes, one envelope must be submitted for each. The non-cost and the cost portions of your proposal or the proposal will be voided.**
- Q54. Will patrol vehicles be required if so how many? **No.**
- Q55. Will the bidder be required to provide any particular equipment or will the contractor supply? **No equipment required by the bidder.**
- Q56. Will the officer have parking access? **No.**
- Q57. Are there any bond requirements if so what is the amount? **No.**
- Q58. What is the current hourly rate for the security officer, supervisor, and security manager? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q59. What is the budget allocated for this bid? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q60. Could you please provide the proposal submitted by the previous winner? **Please submit a Public Records Request to [pr@sb-court.org](mailto:pr@sb-court.org).**
- Q61. Could you also share a copy of the questions and the Court's responses related to this bid? **Yes. They will be posted to the public website.**