



ADDENDUM NO. 2

April 16, 2018

RE: RFP No. 057.18.B5, Security Guard Services

**FROM: Purchasing Office
Howard County Public Schools
10910 Clarksville Pike
Ellicott City, MD 21042
(410) 313-5644
(410) 313-6789 fax**

TO: PROSPECTIVE BIDDERS

This addendum modifies the Original Bidding Documents as noted below. Acknowledge receipt of this Addendum in your Proposal. Failure to do so may subject the Bidder to disqualification.

1. DUE DATE

Change Due Date to April 17, 2018, 2:00 p.m.

2. QUESTIONS AND ANSWERS:

Responder Questions	HCPSS Answers
1. Who is the current incumbent?	All County Security Agency, Inc.
2. When were they awarded the contract? Copy of current contract?	Contract Attached
3. Estimated usage (number of hours) of prior contract?	700 hours per year
4. How many weekly/monthly/annually hours are required for this bid?	Base your bid price on approximately 700 man-hours.
5. What is the current bill rate?	See "Current Rate" below.
6. What was the previous bill rate?	See "Current Rate" below.
7. What was the contract amount spent last year?	Approximately \$100,000
8. Is there any minimum wage/pay?	N/A
9. Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?	N/A
10. Does the district currently have a security service vendor? If so, can you provide the contract information including the term of the contract, the billing rate at award, and the current billing rate?	See above
11. Can you provide an annual budget and last years spend on security?	See above

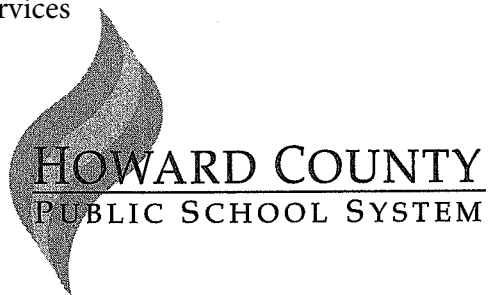
12. Also, in regard to the office requirement, would it be acceptable to the District to have the office within 25 miles of Ellicott City at the time of starting the contract?	Must be an established, fully staffed office
13. Is there a desired page limit for the proposal submission?	no
14. Are there any additional Security guard services to this contract?	See requirements
15. Are vehicles required for this bid? If so, how many and what type are needed?	no
16. How many vehicles and what types of vehicles is the incumbent using?	N/A
17. What are the average hours per week that you will need security service? We did review the school schedule, but this does not denote how many officers are expected to be on duty.	Hours fluctuate with seasonal demand
18. Also is it possible to share your current budget and past budget for this work?	\$100,000
19. How many school sites require officers	Varies
20. How many officers per site	Varies
21. How many hours per week, per site (days and work hours etc.)	Hours fluctuate with seasonal demand
22. If you have a general idea of the number of officers and hours per week the school system is contracting for currently, it would be extremely helpful for us to determine whether we can bid on this.	Hours and number of guards fluctuate with seasonal demand
23. It is our understanding that School Resource Officers (SROs) are currently placed at all high schools and several middle schools. And that these officers also support elementary schools, as needed. We further understand that SROs are Howard County Police Officers. Is it the County's intent to outsource its security program and replace the existing SROs / Police Officers with contractor staff?	No
24. Kindly provide a breakdown of the hours of coverage required by school /location, post and time of day.	Hours and number of guards fluctuate with seasonal demand
25. Will a vehicle patrol be required? If so, how often is each school / location to be visited?	No
26. Is there a minimum wage and supplemental benefits to be paid as per State and/or County requirements?	N/A
27. Will replacement SROs be covered by a Collective Bargaining Agreement? If so, what union and local has jurisdiction?	N/A
28. What type of communication equipment is needed?	Two-way radios provided by school
29. Are SROs armed or unarmed?	HCPD SROs are armed
30. Will Contractor be required to provide any other equipment?	No
31. What are the training requirements expected?	Basic security level and public relations training
32. A Price Sheet is requested for the sake of uniformity, so all Contractor quotations can be easily tabulated and compared.	N/A

END OF ADDENDUM

April 16, 2018

Current Rate

	<u>Hourly Rate</u>	<u>Emergency Rate</u>
Security Officer	\$ 20.00	\$ 20.00**
Security Supervisor* (Onsite)	\$ 20.00	\$ 20.00**
Security Coordinator	\$ 0.00	\$ 0.00
Field Supervisors (Onsite Inspections)	\$ 0.00	\$ 0.00



November 21, 2013

All County Security Agency, Inc.
Charles Ellenberger
10260 Baltimore National Pike
Ellicott City, MD 21042

RE: Security Guard Services
013.14.B1

Dear Mr. Ellenberger:

Enclosed please find a revised agreement to replace the agreement sent to you on November 18, 2013, for Security Guard Services. The termination date in **ARTICLE III - TERM OF AGREEMENT** (page 1) was incorrect.

Should you have any questions regarding the contents of this letter, please call me at (410) 313-6722.

Sincerely,

Douglas Pindell
Purchasing Officer

Enclosure

c: K. Burnett
file

THIS AGREEMENT is entered into this 10th of October, 2013, effective as of this date, by and between the Board of Education of Howard County (hereinafter referred to as the "Board") and All County Security Agency, Inc., 10260 Baltimore National Pike, Ellicott City, MD 21042 (hereinafter referred to as the "Contractor").

RECITALS

WHEREAS, the Contractor submitted a proposal to RFP #013.14.B1 issued by the Board and has been selected to perform professional services in accordance with the terms and conditions expressed in the RFP;

WHEREAS, the Board desires the Contractor to perform certain work and services, on the terms and conditions herein set forth and the Contractor is ready, willing, and able to perform such work and services; and

WHEREAS, Board desires the Contractor to perform certain work and services, on the terms and conditions herein set forth and the Contractor is ready, willing, and able to perform such work and services; and

WHEREAS, this Agreement shall be administered by the Project Manager or such other persons designated by The Board of Education.

NOW, THEREFORE, in consideration of the promises contained herein and the promises each to the other made, the parties hereby agree as follows:

ARTICLE I - CATEGORY OF WORK AND SERVICES

The work and services to be performed by the Contractor shall be in accordance with the following document:

Request for proposal for Security Guard Services, RFP No. 013.14.B1, dated August 19, 2013 and All County Security Agency, Inc. proposal dated September 9, 2013.

ARTICLE II - TERMS AND CONDITIONS

Contractor agrees to perform the work and services required under this Agreement in accordance with RFP #013.14.B1, whose provisions for professional services are incorporated herein by reference. Contractor shall diligently ensure compliance with the criminal background requirement for employees assigned to the work under this agreement. Background investigations include a criminal records history check through the employee's State criminal records repository via submission of the employee's ten-print fingerprint card. The Board of Education reserves the right to require verification of the criminal records check and State reply upon request. Results must be returned to the employer by the State agency must be delivered to the Board of Education within 72 hours of receipt by Contractor or within 72 hours of request.

ARTICLE III - TERM OF AGREEMENT

The term of agreement shall begin on the date above and terminate on June 30, 2014. Contract renewals shall be contingent upon adequate fiscal appropriations as per the RFP.

April 16, 2018

ARTICLE IV - PAYMENTS AND SCHEDULE OF PAYMENTS

1. The Contractor shall receive compensation within 30 days of invoice date.
2. Payment shall be made in accordance with the provisions set forth in section 4.0.

ARTICLE V - INSURANCE

The Contractor agrees to and has complied with the insurance requirements set forth in the RFP.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above-written.

BOARD OF EDUCATION OF HOWARD COUNTY

By: [Signature] (SEAL)
Frank J. Aquino, Chairman
Board of Education of Howard County

WITNESS:

By: [Signature] (SEAL)
Renee A. Fosse, Ed.D., Superintendent

WITNESS:

By: [Signature]
CHARLES L. EULENBERGER - PRESIDENT
Typed Name Title

HOWARD COUNTY SECURITY AGENCY, INC
Company Name

10260 BALTIMORE NATIONAL PIKE
Address

ELICOTT CITY, MD 21042
City State Zip

410-461-4433 410-461-5474
Telephone Fax