

## ADDENDUM ONE

Date: September 15, 2010

To: All Bidders

From: Anita K.W. Curington, Buyer  
Nebraska Military Department

RE: Questions and Answers for Request for Proposal Number RFP 03-001  
to be opened 21 September 2010.

---

Following are the questions submitted and answers provided for the above mentioned Invitation to Bid. The questions and answers are to be considered as part of the Invitation to Bid.

<b>Questions</b>	<b>Answers</b>
<p>1. The first issue is to please clarify the intended starting date (inception term) of the contract as outlined in the table on Page 1? With a proposed award date of 9/30 and a start date of 10/1, it seems that the only vendor that could feasibly meet all the delivery requirements per the schedule is the incumbent vendor. If there is in fact a current provider, they would already have all personnel in place. Did you mean to say that 10/1 would be the beginning of the transition period between providers if the incumbent proposal is not the winning bid?</p>	<p>Unfortunately, the contract was delayed during the state review process and didn't go out to bid in mid-July as anticipated. The current contract expires at the end of the fiscal year and cannot be extended for a month to allow for a transition period due to full funding execution for the current fiscal year.</p>

Questions	Answers
<p><b>2.</b> The second is the lack of clear direction on submitting a price proposal as described in Section V (B) (1-2). Without a template bid form you will receive different price quote structures from each vendor which will make it exceedingly difficult to compare “apples to apples”. This lack of clarity is more likely to impede the evaluation process, particularly considering the aggressive evaluation timeline. We would like to suggest that you publish a standard price proposal document in an addendum, but we are prepared to submit a competitive proposal in either case.</p>	<p>The state uses a “boiler plate” template for the contract. Recommend providing a price quote per site.</p>
<p><b>3.</b> The third concern is the language of a “fixed price contract will be awarded” used at paragraph II-B on Page 2. Does this mean fixed for the initial one-year term, as the four renewal periods are not guaranteed to the vendor?</p>	<p>The \$315,000 is what the Nebraska Military Department received from National Guard Bureau (NGB) for the Fiscal Year 11 (Oct10-Sep11). The state receives funding from NGB annually. Future funding levels are not known at this time.</p>

Questions	Answers
<p>4. Specifically, we will need all weekend drill dates, AT, and Holiday schedules for each period that the contract will be “fixed”. If the price is to remain flat for all potential five years, then we will need the training schedules and holiday calendars for that entire period. If the fixed rate applies only to the first term of 10/01/10 thru 09/30/11 then we would just need the one year schedule.</p>	<p>No drill dates or annual training dates are needed as the duty day is Monday through Friday 0700-1700 and drilling units are responsible for gates during drill dates, except at the 24/7 locations. The Holiday schedule is the same as the Federal Holiday schedule.</p> <ol style="list-style-type: none"> <li>1. Lincoln Complex: all compound entrances duty day is 0700-1700. For the non-duty hour requirement, that is 24/7 (meaning during duty hours there is a guard at the compound entrance at the 1776 location and during non-duty hours the guard is located in the Armory).</li> <li>2. Grand Island AASF #2: the requirement is 24/7. The contract broke out the requirement between duty and non-duty hours, but the requirement is for a guard to be on location 24/7.</li> <li>3. Camp Ashland: the requirement is 24/7. The contract broke out the requirement between duty and non-duty hours, but the requirement is for a guard to be on location 24/7.</li> <li>4. Greenlief Training Site: the requirement is 24/7. The contract broke out the requirement between duty and non-duty hours, but the requirement is for a guard to be on location 24/7.</li> </ol>
<p>5. The last point on this issue is the caveat in Paragraph IV-A-6-10 on Page 29 that states the contract is NTE \$315,000. How is this number derived? Our rough estimate is that it will take approximately 51,000 man hours per year to provide the estimated coverage. This would equal an hourly unit rate of about \$6.17 per hour which is far below the minimum wage standards. It simply is not feasible for any contractor to deliver the work described for this price.</p>	<p>The \$315,000 is the amount provided to the state by National Guard Bureau (NGB). The requirement sent to NGB was far greater. The state will have to decide where to accept risk. There is one location at the Lincoln Complex that must have 24/7 coverage and the Grand Island AASF #2 must have 24/7 coverage. Using those two items as must have, provide what coverage you can provide to the other locations and for how long using the constraints of the funding limit.</p>
<p>6. For each of these reasons, and many others related to the nature of the business, it is customary in the industry to quote, deliver, and invoice using “hourly unit rates”.</p>	<p>Quoting, delivering and invoicing “hourly unit rates” is acceptable.</p>

Questions	Answers
<p><b>7.</b> Can you provide us with an opportunity to physically inspect and survey each site? Lacking that opportunity presents the incumbent vendor with an unfair advantage.</p>	<p>Negative, due to Operational Security a physical inspection and survey of each site is not available. Basically each site is a compound entrance with a fence, gate, and guard shack.</p>
<p><b>8.</b> Who are the incumbent contractors and sub-contractors? How long have these contractors held these contracts or any predecessor contracts?</p>	<p>The current contractor is Silverhawk Security out of Lincoln, Nebraska. Silverhawk has had the contract since 2005 (initial contract with the option to extend for four more years). There is no sub-contractor.</p>
<p><b>9.</b> What are the present billing rates for each of the four locations listed on pages 23-24? Accordingly, please consider this a FOIA public records request for disclosure of this information or forward this document to the approving authority for disclosure of such records.</p>	<p>The current billing rate for all locations is \$12.04 for security guards and \$200 per month for enhanced golf carts (vehicles)</p>
<p><b>10.</b> Please clarify the estimated budget for the first term of the contract or the next fiscal period?</p>	<p>The estimated budget for the first term of the contract is the amount provided to us by National Guard Bureau.</p>
<p><b>11.</b> What are the <u>current</u> pay rates for all classes of officers including supervisory personnel?</p>	<p>Current pay rates are:        \$8.25 for security guards at Lincoln Complex and Grand Island.        \$9.25 for supervisor at Lincoln Complex.        \$8.50 for security guards at Ashland.        \$9.50 for supervisor at Ashland.        \$9.00 for supervisor at Grand Island.        Greenlief Training Site was not part of current contract.</p>
<p><b>12.</b> Is there a collective bargaining agreement, living wage ordinance, prevailing wage act or other specified wage and benefits requirements that apply to this contract? If so please provide copies of such or a reference source to them</p>	<p>There are none. This is a service contract.</p>
<p><b>13.</b> What is the agency's position or preference with regards to the retention of the incumbent staff by any future contractor?</p>	<p>The agency is neutral in the retention of the current staff; there are no issues with the current incumbent staff.</p>

Questions	Answers
<p><b>14.</b> Please provide a seniority and anniversary roster to estimate vacation benefits and annual training/licensing costs.</p>	<p>Agency does not maintain that information. Silverhawk Security is responsible for its employees.</p>
<p><b>15.</b> How are lunch and meal breaks handled? Is this time billable?</p>	<p>The supervisor covers the gate during bathroom and meal breaks. The Nebraska Military Department is billed for the entire duty-day.</p>
<p><b>16.</b> As service vehicles are a part of this contract, please answer the following questions:</p> <ul style="list-style-type: none"> <li><b>a.</b> Please clarify the type, make, and models that will be required and the quantity of each.</li> <li><b>b.</b> If the contractor provides vehicles how should we bill these items? Should we estimate the cost into the base unit price or quote as a separate line item?</li> <li><b>c.</b> What amounts are the present vehicle charges and how are they being billed?</li> <li><b>d.</b> What is included in these costs? How are fuel, maintenance, specialized vehicle equipment such as radios or lifesaving equipment, and insurance costs billed?</li> <li><b>e.</b> What is the estimated daily or weekly mileage?</li> </ul>	<ul style="list-style-type: none"> <li><b>a.</b> No specific type, make or model is required. Current Contractor using enhanced golf carts.</li> <li><b>b.</b> Current Contractor bills the vehicle separate and there is a monthly unit price of \$200 per vehicle.</li> <li><b>c.</b> See above</li> <li><b>d.</b> Responsibility of the Contractor</li> <li><b>e.</b> Estimated daily mileage is less than 5 miles.</li> </ul>

Questions	Answers
<p>17. Can you clarify if the vendor must provide a radio for each guard station/post on duty, or rather one cell phone for each of the four complexes?</p> <p>18. a) Where applicable, can a Nextel w/Direct Connect system (or a commercial equivalent) be substituted for conventional hand-held FM radios?</p> <p>19. - If radios must be vendor supplied, then please clarify the type, make, and model, and frequencies of the FM radios that will be required and the quantity of each</p> <p>20. - Are the radios required to be compatible with 800 MHz Public Safety Spectrum or otherwise interoperate with Public Safety Agencies such as police or fire or fire departments? If so, these systems require special programming and licensing, who is responsible for this and what are the costs?</p> <p>21. - What is the intended "Network range" of the system? Do the radios have to communicate only with other radios on the same complex, or range all four complexes simultaneously?</p> <p>22. b) How should these items to be billed? Should we estimate into the base unit price or as a separate line item?</p>	<p>The contract states that the vendor provides a cell phone. The military will provide radios (dependent upon the Force Protection Condition). Each guard shack has a land line that is used for primary communications.</p> <p>N/A</p> <p>N/A for radios. Contract states than vendor is responsible for providing cell phones to security guard supervisor, not part of the billable services.</p>
<p>23. Do you want all the operating costs quoted together in one price or itemized as separate charges?</p>	<p>Itemized, if applicable (security guards, vehicle)</p>
<p>24. Is this RFP requesting unarmed security officers or armed officers?</p>	<p>Unarmed.</p>