



## **OFFICE OF COUNTY MAYOR GLENN JACOBS**

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

### **Knox County Procurement Division Addendum I to Request for Proposals No. 2937 Armed Security Guard Services**

**Addendum Date: March 6, 2020**

**Buyer: Heather Whitehead**

**Closing Date: April 2, 2020 @ 2:00 P.M.**

**Total Page(s): Two (2)**

The following is to be amended:

Delete:

**3.38 SUBMIT QUESTIONS:** Prospective proposers may submit questions concerning this solicitation until **March XX, 2020 at 4:30 p.m. local time.** Submit questions as noted in Section 1.1.

Add:

**3.38 SUBMIT QUESTIONS:** Prospective proposers may submit questions concerning this solicitation until **March 19, 2020 at 4:30 p.m. local time.** Submit questions as noted in Section 1.1.

The following is for clarification:

Question 1: Could you please give me information on the current Security Guard contract with Heath Department? How many guards are being used and what is the current rate?

Answer 1: We have no contracted security. We have a KCHD employee who is currently in an unarmed security guard role.

Question 2: Who is the current incumbent?

Answer 2: There is not an incumbent vendor.

Question 3: When was the current incumbent was awarded the contract?  
What is the estimated usage (number of annual hours) of prior contract?  
What is the estimated amount spent on this contract last year?  
What is the current bill rate?  
What was the contract amount spent last year?

Answer 3: N/A. See Question and Answer No. 2.

Question 4: What is the estimated total number of annual hours for this contract?

Answer 4: See Section 4.9 of RFP No. 2937 regarding Hours & Scheduling.

Question 5: Are there any additional services that may be needed that are not listed in the RFP?

Answer 5: Not at this time. However, Section 3.3 regarding Additions or Deletions allows Knox County to add services as the need arises or to delete services that have become obsolete in demand.



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Question 6: Is there any minimum wage/pay?

Answer 6: The United States Department of Labor Wage and Hour Division's Federal Minimum Wage is applicable. See Section 2.6 regarding Compliance With All Laws.

Question 7: If awarded, how often do you prefer to be billed? Do you accept your invoice via mail or electronically? What email address/physical address do invoices go to?

Answer 7: Please see Section 3.21 regarding Invoicing Procedures.

Question 8: Are there any goals to utilize any WBE/MBE/SBE/VOS/VSOB/LBE?

Answer 8: Please see Section 1.6 regarding our Business Outreach Program.

Question 9: Are there any requirements to utilize any WBE/MBE/SBE/VOS/VSOB/LBE?

Answer 9: No.

Question 10: Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?

Answer 10: See Section 2.6 regarding Compliance With All Laws.

Question 11: Is a Bid Bond required? If yes, how much? How often/how many times have you assessed liquidated damages, if applicable?

Answer 11: No.

Question 12: If awarded, will a Performance Bond be required? If yes, how much?

Answer 12: No.

Question 13: If awarded, will a Payment Bond be required? If yes, how much?

Answer 13: No.

Question 14: Are you willing to accept bids for armed off-duty law enforcement in lieu of armed security guards?

Question 14: So long as the requirements of the RFP are met, yes.

End of Addendum I.

Please acknowledge Addendum I in your response.

Heather Whitehead, CPPB  
Knox County Procurement