



RFP 670-15P Campus Security

**Addendum 001
Issued 09/15/15**

Below are the questions we have received from various parties with respect to this Request for Proposal, along with our response (indicated in red font). Although we have endeavored to remove duplicate questions, we have presented the questions below in an unedited format. We hope this is helpful to you in preparing your proposal. Please remember that proposals are due by 2:00pm Mountain Time on 10/02/15. This addendum, along with the bidsheet, is number 001. Please follow the submittal instructions carefully when submitting your proposal. CMC is not able to accept a late submittal. Remember to allow a few extra minutes for any technical difficulties, it is recommended you submit a day before the due date. CMC cannot promise to acknowledge receipt of all proposals, you can assume your response has been received if you don't get an error message that it was not delivered.

1. Who is the current incumbent?

No current incumbent, this contract is college-wide. We have part-time security at our Spring Valley Campus, Carbondale, Glenwood Center and Edwards. G4S (Spring Valley), Lonestar Security (Edwards), Colorado Protective Services (Carbondale, Glenwood Center).

2. When were they awarded the contract?

Varies from January 1, 2008 to August 1, 2015. All agreements are month to month or will expire prior to year end. This RFP is a matter of general CMC procurement practice and is not an indication of dissatisfaction with any current vendor.

3. Estimated usage (number of hours) of prior contract?

Prior agreements are not relevant to this RFP. CMC intends to execute new contracts in each location. The scope of service of this RFP is different than current coverage at any location.

4. What is the current bill rate?

Please see #3.

5. Is there a prevailing wage associated with this RFP?

No.

6. Was there a prevailing wage in the last contract?

No.

7. Are any vehicles required for this contract? If so what type?

CMC does not have vehicles for our contractor to use and we don't believe any vehicles are necessary, but we will evaluate your ideas on this.

8. Just want to verify that for submission we are just to email a copy to the email address provided?

Correct. Please attach the bidsheet as an Excel spreadsheet. Any other information submitted may be in pdf or any other recognizable file format.

9. The proposal indicates at all times. Can you clarify if this is operating hours or 24/7.

Please see the schedule at the end of this addendum.

10. How many guards per post?

We believe one per location, however your ideas on this topic are welcome.

11. Is all access badge equipment in place and who is responsible for said equipment?

Yes. We use Stanley Security. Your guards will be issued cards to enter the facilities.

12. The current Spring Valley contract for security services is not mentioned in this RFP. Is that considered a separate contract and will a separate RFP be requested for those services?

Spring Valley Campus is included in this RFP.

13. Is the scope of work different for the residential campuses.

Yes. See location scope at the end of this document.

14. What are the hours of operation for the non-residential campus buildings?

8am to 10pm M-Th. Campuses close at 5pm on Fridays.

15. Do you know the approximate daily attendance rates for the non-residential locations?

Attendance varies by date, location and season. The security service will be in the evenings when each location has a handful of classes running.

16. Would security be responsible for locking/unlocking any campus buildings daily?

Locking only, staff will open the facilities.

17. Are there CCTV systems currently installed on campus? If yes, would security be responsible for monitoring?

Yes. These are not monitored real time, video is recorded, stored and accessed as necessary so no monitoring is needed.

18. Would there be an office location at each campus for security to use (for our equipment, computer, etc.)?

Yes.

19. Would security be responsible for auto jump starts/unlocks?

Not required, however this service offered as a benefit to our students, staff and faculty will be appreciated.

20. Would security be responsible for setting any intrusion detection systems daily?

No.

21. Would security be responsible for monitoring fire detection systems?

No.

22. Would security be responsible for issuing access cards to students/staff?

No.

23. Are there any additional large events held on campus, where security would be responsible for crowd control, parking, etc.?

From time to time we have special events. We would like to know your hourly rate to provide security service on an as-needed basis for these events.

Summary of services by campus type:

1. **Steamboat and Leadville (residence hall campuses);**
 - a. 7:30 pm to 10:30 pm, building check Monday through Friday
 - b. 10:00 pm to 4:00 am – random campus patrol two times per night, answer trouble alarms when necessary
2. **Spring Valley (residence hall campus, remote location);**
 - a. 4:00 pm to 7:00 am Monday through Thursday
 - b. 4:00 pm Friday through 7:00 am Monday
 - c. Breaks and holidays; you can assume standard holidays, 2 days for Thanksgiving break, 3 weeks for Christmas break and 1 week for Spring Break.
3. **Commuter campuses; (Buena Vista, Glenwood Center, Carbondale, Edwards, Dillon, Breckenridge, Aspen, Rifle)**
 - a. 7:30 pm to 10:30 pm Monday through Thursday, building shutdown
 - b. Random checks on building Friday through Sunday twice per day and twice per night, standard holidays and breaks (same as Spring Valley)
4. **Central Services (802 Grand Avenue in Glenwood Springs);**
 - a. One drive through the parking garage between 4:00 am and 6:00 am M-F

Note: if you are uncertain about one or more locations please use your best judgment given the information available, state your assumptions, and submit a response. Contracts that are ultimately awarded will reflect a more detailed, mutually agreeable final scope. CMC will not attempt to negotiate your proposed pricing. Please submit your best and final offer.