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COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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December 19, 2018

IN REPLY PLEASE

REFER TO FILE: **BRC-1**

REQUEST FOR PROPOSALS - ADDENDUM 1 SECURITY SERVICES FOR VARIOUS PUBLIC WORKS FIELD LOCATIONS (2018-PA026)

Reminder: The deadline to submit proposals is Wednesday, January 9, 2019, at 5:30 p.m.

The following addenda and informational update are in response to requests for information submitted by the proposers and to clarify information in the Request for Proposals (RFP) for Security Services for Various Public Works Locations (2018-PA026), released on November 20, 2018. The questions presented in Section B of this Addendum represent questions asked by the Proposers in the form and context as submitted.

All addenda and informational updates will also be posted electronically at <http://dpw.lacounty.gov/brcd/servicecontracts/>. Please check the website frequently for any further addenda or informational updates, which may be released for this solicitation.

A. ADDENDUM

Part I, Section 3, Item U, Compliance with Employee Retention Policy, and Exhibit B, Section 2, Item SS, Compliance with Employee Retention Policy are hereby added to the RFP on pages 1.31 and B.22 respectively, as shown below:

Compliance with Employee Retention Policy

In situations where a Contractor is in default or unable to execute the terms of a security services agreement, and due to exigent circumstances, the County is required to continue the provision of security services without conducting a competitive solicitation, the following policy shall apply:

- The new Contractor shall offer employment to all Retention Employees who are qualified for such jobs. A "Retention Employee" is an individual who: (a) is not an exempt employee under the minimum wage and maximum hour exemptions defined in the Federal Fair Labor Standards Act; (b) has been employed by a contractor under a predecessor security services contract with the County for at least 6 months prior to the date of this Contract; and (c) is, or will be terminated from his or her employment as a result of the County entering into this Contract.

- **The Contractor shall not be required to hire a Retention Employee who: (a) has been convicted of a crime related to the job or his or her performance; or (b) fails to meet any other County requirement for employees of the Contractor.**
- **The Contractor shall not terminate a Retention Employee, except for cause, until the earlier of: (a) the first 90 days of employment under the Contract; or (b) the termination of the Contract. Thereafter, the Contractor may retain a Retention Employee on the same terms and conditions as the Contractor's other employees.**

B. QUESTIONS AND ANSWERS

- 1. Question:** With regard to the County policy on Retention of Contractor's Employees, if awarded a contract, would my firm be forced to offer employment to employees of the previous contractor?

Response: To clarify, the policy is only applicable for instances where the incumbent Contractor is unable to execute the terms of their contract and as a result, the County is forced to provide security services through an alternate Contractor without completing a competitive solicitation process, due to exigent circumstances. For the purposes of this solicitation, this is not currently applicable, being that the incumbent Contractor is not in default and a competitive solicitation process is taking place.

- 2. Question:** Who is the current incumbent contractor and what are their billing rates?

Response: The current Contractor providing these services for Public Works Field Sites is Cypress Security, LLC. The current billing schedule for these services as provided by the Contractor are as follows:

Unarmed Guard: \$24.18 per hour
Armed Guard: \$26.15 per hour
Armed Sergeant: \$26.75 per hour
Armed Lieutenant: \$27.74 per hour

- 3. Question:** Is there a line for overtime rate in the contract?

Response: There is no line for overtime rates. Contractor will not be paid any overtime rate, rates on the submitted Form PW-2 Schedule of Prices must take into account all labor rates, employee benefits, training, uniforms, administrative costs, materials, equipment, holiday pay, and overtime.

4. **Question:** Are vehicles required for these contracts? If so, how many and what type are needed?

Response: Vehicles will be required for locations which require patrols, only the following locations as referenced in Exhibit G of the RFP, will require patrols:

Group A-1: Site No. 2 and No.4

Group A-2: Site No. 2, No. 3, No. 4 and No. 6

Group E: Site No. 5

The County may request for additional patrols as required throughout the term of the contract. None of the patrol sites listed above require more than one vehicle. There is no criteria for the vehicle type, however, the vehicle should be properly marked with your company logo designating it as a security vehicle. Patrol routes and points of emphasis may vary at the discretion of the Contract Manager. The Contractor will be reimbursed for patrol mileage incurred at the County's mileage permittee rate which is currently \$0.52 per mile.

If you have any questions concerning the above information, please contact Mr. Danny Medina at (626) 458-4080, dmedina@dpw.lacounty.gov, or Ms. Ani Karapetyan at (626) 458-4050, akarapetyan@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to 5:30 p.m.

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Very truly yours,

MARK PESTRELLA
Director of Public Works

for 
JOSE M. QUEVEDO
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