



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR PROPOSAL ON SUPPLIES, MATERIALS, EQUIPMENT OR
SERVICES FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFP No. **20-31 Uniformed Security Officers**

DATE: **March 5, 2020**

RE: **ADDENDUM NO. 2**

To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your RFP submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at purchasingdeptstaff@rps205.com.

ROCKFORD BOARD OF EDUCATION

CLARIFICATIONS

This addendum includes questions and answers from the mandatory pre-bid meeting held on Tuesday, March 3, 2020. It also includes the pre-bid opening statement and sign-in sheet.

By: Dane Youngblood
Director of Purchasing

CLARIFICATIONS

Below are questions and corresponding answers from the mandatory pre-bid meeting held on March 3, 2020.

1. What are the uniform requirements?
 - a. Must match the blue provided at the brief.
 - b. Must state “security “on the back and each side sleeve, company logo at a minimum
 - c. Uniform jacket must be a unique color and “stand out”. Want it to be unique from commonly worn colors.
 - d. Headgear must be consistent and uniform.
2. Why are we soliciting proposals at this time?
 - a. Our current contract for uniformed security officers ends on June 30, 2020.
3. What day to day challenges does District have with regards to these services?
 - a. Guard attendance is our greatest challenge.
4. What is a “day in the life” of an RPS guard? Fights, customer service, ambassadorship, etc.
 - a. Yes to all.
5. Who is currently providing these services?
 - a. Securatex.
6. What is the value of the current contract?
 - a. Current average annual billable hours are about 45,000 hours straight-time and 2,500 after school activities.
7. How long has the current contract been in place.
 - a. 5 years.
8. Is a bid bond required?
 - a. No.
9. Who provides radios?
 - a. The District.
10. Who provides the Tour of Duty system?
 - a. The contractor.
11. What other equipment is needed?
 - a. None other than the Tour of Duty equipment and office supplies for your management staff.
12. What are the guidelines for interacting with students?
 - a. Crisis Prevention Institute (CPI) guidelines.
13. Does the District have on-duty police?
 - a. Yes. All District high schools are staffed with an officer. Middle schools have assigned officers, who also cover surrounding elementary schools.
14. Do guards have an orientation with the on-duty-police?
 - a. On-duty police officers provide ALICE training when requested.
15. Who provides additional training?
 - a. The contractor.
16. What supervisory staff is needed?
 - a. Contractor is to provide one (1) local manager, two (2) supervisors, and one (1) account manager/contact. Supervisory staff must actively manage their guards.
17. Are vehicles required?
 - a. Vehicle needs are to be determined by contractor.

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for RFP 20-31 Uniformed Security Officers for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for March 17, 2020 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval April 14, 2020.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at PurchasingDeptStaff@rps205.com. Last RFI will be accepted until March 10, 2020 at 12 pm. Last addendum will be issued by March 12, 2020 at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.



PRE-BID MEETING SIGN-IN SHEET
 RFP 20-31 Uniformed Security Officers

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

	Printed Name	Company Name	Company Address	Telephone	E-mail
1	Kenneth Webb Sr.	Fact Finders Group, Inc	41747 LINCOLN MALL DR #300 MATHESSON, IL	708-283-4200	KenWebb@FACTFINDERSGROUP.COM
2	Shawn Weavers	Allied Universal	129 Phelps Ave Suite 524 Rockford, IL 61108	224-361-3355	Shawn.weavers@aus.com
3	Cory Tetra	Allied Universal	129 Phelps Ave Suite 524 Rockford IL 61108	815-482-2858	CTETRA@AUS.COM
4	JIM RUNNING	KARD PROTECTION GROUP	109 FAIRFIELD WAY 306 BLOOMINGDALE, IL 60168	803-543-1880	JRUNNING@KARDGROUP.COM
5	ROBERT SAKAS	SECURITAS	3600 E. MATHESSON ST # 300 ROCKFORD IL 61108	414-397-0784	ROBERT.SAKAS@SECURITASINC.COM
6	David French	Securitas	3600 Estate St # 300 Rockford IL 61108	815-222-2622	David.French@SecuritasINC.COM
7	Amanis Otafe	Securitecy	651 W. Washington Blvd, Chicago, IL	708-557-2178	Aotaf@Securitecy.com
8	Henry J PAGE	PAGE SECURITY, INC.	9453 S. Ashland Chicago, IL 60620	773-988-9414	PageSecurities@gmail.com

ROCKFORD PUBLIC SCHOOLS
RFP 20-31 Uniformed Security Officers
Pre-Bid Meeting Sign-In Sheet
March 3, 2020 at 2:00 p.m.

Printed Name	Company Name	Company Address	Telephone	E-mail
9	PHILIP MEEUWATER METRO ONE LPSG	900 SOUTH AVE SUITE 200 STATEN ISLAND, NY 10314	718-370-6778	PMEUWATER@METROONE/PSG.COM
10	Regina's Sweats U.S.A. Security	105 S STATE STREET Manhattan IL	815-535-3824	Regina@ussecu.com
11	Susan Grimm Andy Frain Services	761 Shoreline Dr Aurora IL 60504	847-791-4294	Sgrimm@andyfrain.com
12	Ed Millard Abby Frain Services	961 Shoreline Dr Aurora IL 60504	630 885 8648 847	emillard@abbyfrain.com
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