



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

311 East High Street, Room 200 | Jefferson City, MO 65101
Tel 573-634-9168 | Fax 573-634-8031
jbryant@colecouny.org

To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: October 25, 2019
Re: Addendum One to Cole County Bid No. 2019-31, Unarmed Security Guard Services

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

1. Who is the current incumbent?
 - Guardsman Security & Investigation, Inc
2. When was the current incumbent awarded the contract?
 - September 27, 2017
3. Is the pre bid conference mandatory?
 - According to the bid document, there is no pre bid conference.
4. What is the estimated usage (number of annual hours) of prior contract?
 - Eight (8) hours a day for full time and four (4) hours a day for part time.
5. What is the estimated amount spent on this contract last year?
 - Amount \$79,000.00 annually
6. What is the estimated total number of annual hours of this contract?
 - Eight (8) hours a day for full time and four (4) hours a day for part time.
7. What is the current bill rate?
 - Trained Supervisor (FT) – \$15.75. Trained Officer (FT) - \$14.75. Trained Officer (PT) - \$14.75
8. What was the contract amount spent last year?
 - \$78,780.00
9. How many sites need services?
 - One
10. Are there any additional services that may be needed that are not listed in the RFP? IE Additional sites, seasonal required training, etc.
 - No
11. Is there any minimum wage/pay?
 - Minimum wage has to abide by Missouri's Minimum Wage Law.

12. Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?
 - No
13. Is a Bid Bond required?
 - No
14. How often/how many times have you assessed liquidated damages, if applicable?
 - NA
15. If awarded, will a Performance Bond be required?
 - No
16. If awarded, will a Payment Bond be required?
 - No
17. Is there a specified way you would like the responses to come? For example, bound, unbound, 3-ring binder(s), page limits, paper type, etc.
 - No, that is up to the bidder.
18. Are there any vehicles required for this bid, if so, how many?
 - No
19. Could you please provide a list of all equipment needed for this job?
 - There is no equipment needed by the awarded contractor.
20. Could you provide all hours for this job?
 - Hours will be part time and full time. A schedule will be determined with the awarded contractor.
21. How many total guards are needed for this job?
 - Refer back to Section 4.1, Section 5. One (1) full time (8 hours/day) trained supervisor, one (1) full time (8 hours/day) trained office, and one (1) part time (4 hours/day) trained officer.
22. Will your agency hold a public opening?
 - For the bid opening, yes.
23. Are there any M/W/S/VS/DBE goals?
 - Goals will be discussed with the awarded contractor.
24. Are there any subcontracting goals?
 - Goals will be discussed with the awarded contractor.
25. Could you please clarify how many originals and copies are being requested of the technical proposal and the cost proposal?
 - Refer back to Section 1.4 Submission Requirements.

The bid receipt date and time HAVE NOT BEEN CHANGED; submissions will be received until Thursday, November 7, 2019 at 3:00 pm.

I/We have received Addendum Number One to Bid No. 2019-31 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title Authorized Signature