



Rhode Island Airport Corporation

August 30, 2017

ADDENDUM NO. 001 Request for Proposals No. 27120 Security Guard Services

Prospective Bidders and all concerned are hereby notified of the following changes in the Request for Proposals (RFP) document for Security Services at T. F. Green Airport, RFP No 27120. These changes shall be incorporated in and shall become an integral part of the contract documents.

Below are the responses to questions raised by potential respondents

1. Section STAFFING REQUIREMENTS – with regard to “replacement personnel,” the 2014 RFP allowed for one post to relieve another to accomplish breaks. Is that still an acceptable practice? **Yes, this is acceptable.**
2. Section TRAINING PROGRAM – Is the 8-hour PROGRAM instructed by a RIAC representative or is the contractor responsible for providing that training using their own personnel and resources? **A RIAC Representative.**
3. Section BADGING REQUIREMENTS – does the “Security Class given by Airport Operations” still take approximately 30 minutes to watch a video and 10-15 minutes to complete the test on a computer? **Yes.**
4. What is the current Unit Cost in Figures? **\$14.65 per hour is the current vendors bid price for the normal hours specified in the RFP**
5. Will there be a scheduled walkthrough or bidder’s meeting prior to proposal submission? **No.**
6. Please provide the phone number and email for the Point of Contact for this RFP. **During procurement, please use procurement@pvdairport.com. Once contract is awarded, the appropriate POC(s) will be appointed.**
7. What are the current wage rates and billing rates for the various positions in the RFP? Please provide current wage rates/seniority for incumbent guard force. **Please see response to No. 4.**
8. How many guards (FTE's) are employed by the current security vendor? **We do not track the number of FTE's employed by the current vendor. Our key metric is that the current vendor staffs the positions as required.**
9. What is the annual budget/spend for the current security contract? **The budget is generally determined by the rate (\$14.65) times the number of hours required by the contract.**

10. Please provide a copy of the current contract for security services at PVD. **RIAC will provide the contract (PSA and task order) to the vendor who requested this information. If any other vendor would like a PDF of the document, please email procurement@pvdairport.com. Please note though, the contract is simply the signed PSA (which was attached to this RFP) and the annual Task Order referencing the rate (per submission) and hours (per the RFP).**
11. Does the incumbent security service provider provide escort services for construction firms doing work at the airport? If so, at what hourly rate? **The incumbent has not provided these services.**
12. What was the total amount of fines (TSA fines and liquidated damages) imposed on the current provider during the past two years? **RIAC is unaware of any fines and liquidated damages.**
13. Does PVD have a 100% employee screening program in place or planned for deployment, like ATL, DTW, or MCO? If not, approximately what percentage of employees are screened, and with what equipment (X-ray machines, Walk Through Metal Detectors, hand wands, Explosive Trace Detection Devices, etc.)? **PVD does not have 100% screening, employees are subject to random screening.**
14. Parking: Is employee parking available? Is there a fee for employee parking? How much? **RIAC will provide parking w/o a fee.**
15. Office space: Does the airport provide office space for management and/or break room? If so, at what rental price? Is Internet access available? Wired or Wireless? **RIAC provides access to a break room and two (2) lockers for Security Service employees. Yes, wireless service is available.**
16. Equipment: Are security officers required to use radios and/or cell phones? If so, how many, and who provides each? **They are required to use an 800 MHz portable radio that is provided. No cell phones.**
 - a. If radios are required, are they inscribed to the airport network? Are spare batteries and charges provided? **Yes they have access to our MAIN Police Channel. Spare batteries and chargers are provided.**
17. Training: Please confirm eight hours of initial training are provided by the ASC. How many hours of annual recurrent training are required? Does the ASC provide this as well, or will the vendor provide recurrent training? Are incumbent staff required to take the eight hours of initial training, or is recurrent training sufficient for them? **The ASC provides the initial training, any just in time training that may be necessary and any annual refresher training. Incumbent staff will not be required to take the full eight hour initial training.**