

ADDENDUM 2

Date: January 29, 2024
From: City of Grand Junction Purchasing Division
To: All Offerors
RE: Parks and Recreation Private Security and Lockup Services, RFP-5366-24-KF

Offerors responding to the above-referenced solicitation are hereby instructed requirements have been clarified, modified, superseded, and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

- Q:** What is the current and accepted Crowd Management Training required to meet compliance by the City as outlined in Section 4.2.1.2?

A: To fulfill the requirement, 'the GJFD- Division of Fire Prevention has approved the National Association State Fire Marshals (<https://www.firemarshals.org/Crowd-Manager-Training>) as the Crowd Management Training standard.' This statement may be found on the City's website at (<https://www.gjcity.org/201/Codes-Permits>).
- Q:** The schedule in Section 4.2.1.11 to furnish reports may conflict with our agency reporting process, which may require internal Supervisor approval before submittal to the City.

A: Please indicate your standard report types and define the turnaround for the reports to be provided to the City and other interested parties in the proposal submittal. The City desires daily and weekly routine reports by 7 a.m. to assign work for clean up or repair as necessitated by the reports on vandalism, etc.
- Q:** The date in Section 4.4. Contract Terms 'Services shall be provided from February 26, 2024, which conflicts with the Contract execution date in Section 4.5 of March 7, 2024. Is this correct?

A: The current contract for this Service is set to expire on February 26, 2024. According to the 2023 version of the City [Procurement Policy](#), City Council approval may be necessary to authorize this Contract. As a result, the current provider may be approached to extend the existing Contract until the new Contract can be executed.
- Q:** Is the prohibition against officers carrying firearms, as stated in Section 4.2.2.15, a strict requirement?

A: This is not a strict requirement, but currently preferred. The City has not discussed or evaluated policies for armed officers in our system, but we are open to the conversation as the City has changed and the needs are actively evolving. To facilitate our decision-making process, please provide a cost for both, armed, and unarmed, as outlined on the Solicitation Response Form in Section 7.0. If you only provide armed officers, please provide a cost breakdown along with a brief explanation for this limitation.

5. **Q:** In Section 5.0, the second paragraph mentions that proposals must be formatted from A to H. However, the proposal document only includes sections up to G. Additionally, Section 6.0, specifically the first bullet under 6.2, includes an H but it doesn't seem applicable to the submission of a proposal. Could you please clarify this discrepancy?

A: It appears that this is a formatting error. Section 5.0 specifies that the format should range from A to H, it should have provided **A** to **G**, as the range. As for Section 6.0, H should have been labeled as 6.3.

6. **Q:** Will the usage of a security supervisor be dictated by the provider or be requested by the city for events on a case-by-case basis?

A: The Offeror should make recommendations on a case-by-case basis, with support for the recommendation. Please provide any associated costs in your pricing structure.

7. **Q:** Is the City open to alternative pricing structures to have patrol services that are billed hourly to include lockups?

A: Yes, the City is open to alternative pricing structures that include hourly billing for patrol services, encompassing lockup duties. The City has specific expectations regarding daily lock checks, park maintenance, security enforcement, and adherence to park hours. However, the City acknowledges that each day may present unique challenges that affect the provider's schedule and capacity to meet City requirements. To ensure alignment with the City's needs and expectations, we invite you to submit a service plan and cost sheet that accurately reflects the level of service you believe is necessary to fulfill our requirements.

8. **Q:** What response time is expected for last-minute/urgent requests outside normal schedules?

A: Forecasting the exact nature of last-minute or urgent requests outside normal schedules can be challenging. However, the City's expectation remains consistent: we prioritize strong communication, flexibility, and collaborative efforts throughout the duration of the contract, adapting as circumstances change and evolve.


9. **Q:** For routine lockup services, what technology does the City currently utilize for locks?

A: Currently, the City employs traditional lock and key systems for routine lockup services across our facilities. While we have previously experimented with automatic locks for facility closures, the results were not satisfactory. We are open to alternative technologies and welcome recommendations once a firm has been selected for the Contract.

The original solicitation for the project noted above is amended as noted.

All other conditions of the subject remain the same.

Respectfully,



Kathleen Franklin, Senior Buyer
City of Grand Junction, Colorado