NOVEMBER 29, 2017

ADDENDUM NO. 9

FOR

UNARAMED SECURITY AND SCREENING SERVICES

SPECIFICATION NO. 389009

For which Bids were due in the office of the Chief Procurement Officer, Department of Procurement Services, Bid & Bond Room 103, City Hall, 121 N. LaSalle Street, Chicago, IL 60602 at **11:00 a.m., Central Time on December 1, 2017.**

The following additions and revisions are incorporated into the above-referenced Specification (the "Contract Documents") as noted. All other provisions and requirements as originally set forth, except as amended by previous addenda, remain in full force and are binding. Any additional work required by this Addendum shall conform to the applicable provisions of the original Contract Documents.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE PROPOSAL EXECUTION PAGE.

SECTION 1. NOTICE OF REVISIONS/CHANGES/CLARIFICATIONS

BID OPENING HAS BEEN POSTPONED TO DECEMBER 22, 2017

1.	The Bid Opening Date has been postponed to December 22, 2017. For which Bids are due in the Department of Procurement Services, Bid & Bond Room, Room 103, City Hall, 121 N. LaSalle Street, Chicago, Illinois, 60602, at 11:00 a.m., Central Time.
2.	Section 3.3.6.1., "Minimum Wage, Mayoral Executive Order 2014-1", the second paragraph, second sentence, is hereby deleted in its entirety and replaced with the following revised paragraph: "The Minimum Wage to be paid pursuant to the Order as of July 1, 2017 is $13.45 per hour."
3.	Section 3.3.6.2., "Living Wage Ordinance", the third paragraph is hereby deleted in its entirety and replaced with the following revised paragraph: "As of July 1, 2017, the Base Wage is $12.30 per hour. The current rate can be found on the Department of Procurement Services' website."
4.	Section 5.6.1., "Staffing Requirements", is hereby deleted and replaced with a revised Section 5.6.1. as Attachment A.

5.	Section 5.16., "Contractor Furnished Property, Services and Documentation", is hereby deleted and replaced with a revised Section 5.17. as Attachment B.
6.	Section 5.17., "Aviation Furnished Property, Services and Documentation", is hereby deleted and replaced with a revised Section 5.16. as Attachment C.
7.	Article 9, "Proposal Pages", has been deleted in its entirety and replaced with a revised Article 9 as Attachment D.

SECTION 2. QUESTIONS AND RESPONSES

Question 1:	Can you clarify why there are more holiday hours than straight time hours under the City of Chicago Catalog RFQ for Supervisors, Security Guards and Dispatchers.
Response:	***There are not more holiday hours than straight time hours shown for any category listed in the Proposal Pages. See revised Article 9, Proposal Pages as Attachment D.***
Question 2:	This contract is for a period of 60 months. Is the hours in the Catalog RFQ for that total period as well? Is it based on one year or those five years?
Response:	***Quantities shown are for sixty (60) months, and have been revised. See revised Article 9, Proposal Pages as Attachment D of this Addendum.***
Question 3:	If our company is already MBE, do we still need to do a joint venture for MBE and/or WBE?
Response:	***You are required to document good faith efforts in meeting the MBE and WBE contract goal of 25% and 5% respectively. Refer to Article 6, Special Conditions Regarding Minority Business Enterprise Commitment and Women Business Enterprise Commitment for Commodities or Services, Section 6.1 Policy and Terms.*** ***If your firm is certified as an MBE with the City of Chicago or Cook County and you want to apply your MBE certification to meet the MBE goal, then you must fill out and submit a Schedule C along with a copy of your current certification letter. Please keep in mind that in order for MBE credit to be applied and accepted, your firm must perform in the area of specialty in which you are certified. However, you must also make good faith efforts to obtain 5% WBE participation.***
Question 4:	Does the insurance have to be implemented before the award of the contract?
Response:	***No. Refer to Article 7, "Insurance Requirements" of the Bid Document.***
Question 5:	Is the mentoring program a requirement for this bid?
Response:	***No. There is not a requirement to participate in the mentoring program. Refer to Section 1.22.5, "Mentoring Program Bid Preference" of the Bid Document.***
Question 6:	Is there currently an office space near the airport that we can rent for the upcoming contract once awarded?
Response:	***There are numerous office spaces available for rent, at varying locations around the vicinity of O'Hare and Midway Airports.***
Question 7:	On the catalog RFQ page 2, is the estimated usage the number of hours for the 60 month contract?
Response:	***See response to Question #2 above.***
Question 8:	A total of 15 vehicles are requested, is there a number of vehicles that are needed at O'Hare Airport and a certain amount for Midway Airport?
Response:	***The quantity has been revised to ten (10) vehicles. Of these, a total of eight (8) vehicles will generally be used to support facilities security operations (7 at***

	O'Hare, 1 at Midway. These vehicles primarily transport guards and supervisors to, from, and between posts and roving areas. The remaining two (2) vehicles are needed primarily to support guard services at construction sites at both airports, where the vehicles frequently serve to provide guard shelter, as well as transport to and from the guarded gate. Distribution of vehicles for construction and facilities support varies with construction and airport operational activity, but generally equates to 8 O'Hare/ 2 Midway. See revised Article 9, Proposal Pages as Attachment D of this Addendum.
Question 9:	For the dispatch center is there a location that is already set up that the next contractor could take over? Or will this be a location we would have to rent out internally?
Response:	***The current Contractor rents a nearby location. The selected Contractor is expected to obtain a location for its dispatch center. The cost to rent and operate this facility is considered an overhead cost. With respect to the dispatching operation only the dispatcher's hourly rate is billable. See revised Section 5.16, Contractor Furnished Property, Services and Documentation as Attachment B of this Addendum.***
Question 10:	Are you looking for a security based company or would my company qualify to help? I provide temporary and full time staff for all different organizations around the city. I've placed security professionals in the past and have the ability to do all of the public/private screening required to find qualified candidates.
Response:	***Pursuant to Section 5.1, "General", of the bid Document, the City requires a Contractor regularly engaged in providing the types of unarmed security services herein to provide trained, licensed, skilled, and qualified Unarmed Security Guard/X-Ray Screener Services.***
Question 11:	If the BOMA agreement is to be amended April 28, 2019 and shall then be the basis upon which wages and benefits are determined, is the City prepared to renegotiate the contract with the contractor at that time? If not, how does the city expect the bidders to prepare a bid on an unknown future cost?
Response:	***Refer to Section 5.9, "Wages and Benefits" and 5.10.1, "Price Adjustment- Labor – Line Items 1-8" of the Bid Document.***
Question 12:	**5.10 Price Adjustment** **5.10.1. Labor – Line Items 1-8** Does this allow annual increase per the BOMA agreement for the scheduled raises set forth in that agreement?
Response:	***Yes.***
Question 13:	**5.12 Overtime Pay** In the line items for work services you have 330,400 scheduled overtime hours for security officer and 48,700 for supervisor. Is this preplanned overtime known hours that will be billed through the 60 months? In the above section it does not clarify if the requested overtime is needed or anticipated.
Response:	***This estimate has been revised. This is a rough estimate of requirements for sixty (60) months. As overtime would only be authorized when specifically requested by CDA, and would only be requested in the event of a significant incident, or unplanned (at time of contract award) major event, further precision in this estimate is not feasible. See revised Article 9, Proposal Pages as Attachment D of this Addendum.***
Question 14:	**5.14.2. Security Guards (Line Items 3-5)** 1. Hours listed on line item sheet do not add up with section 5.6.1. Staffing Requirements hours the total hours including holiday add up to 2,513,280 on

	line item sheet you have 4,702,839. Which should we go by? 2. Are the overtime hours listed in line item 4 and 7 billable for the 60 months? 3. Are relief hours included in the line items?
Response:	***1. See revised Article 9, Proposal Pages as Attachment D of this Addendum. The Proposal Pages represents sixty (60) month estimated quantities. The Contractor should use these quantities when formulating their unit pricing. Quantities shown reflect estimated hours "on station." They do not reflect roll call, training, transit, relief, lunches, etc. Pursuant to Section 4.1.2, "Estimated Quantities / Level of Service", of the Bid Document, the quantities listed are only estimates and the City will only pay for the Services it orders.*** ***2. Overtime is only billable to the City in situations as detailed in Section 5.12, "Overtime Pay" of the Bid Document.*** ***3. Relief hours for breaks and lunches are not directly billable to the City and are an overhead cost for the vendor.***
Question 15:	**B. Radios** 1. What type of radios will be so we can anticipate battery cost? 2. Will these by new radios or used radios and if used what is their current age and time of service?
Response:	***Radios, batteries and chargers will be provided by the City. They will be a mix of old and new radios, of varying ages. Ultimately, it is the City's intention to upgrade its radio trunking system during the course of the Contract. See revised Section 5.17. "Radios" as Attachment C of this Addendum. At this time the CDA does not have Specifications for the new radio system.***
Question 16:	**C. Vehicle Requirements (Line Item 9)** 1. RFQ is asking for 15 vehicles to be maintained on site but #6 states that vehicles are billable as deems necessary? Does that mean if only 2-4 vehicles are requested then the other 11 are sitting and not billable? 2. On line items you have just one-line item for vehicles if we bid for 15 but you use 2-6 the price would be off reflecting 15 vehicles being used. 3. Will this be taken in account when determining low bidder?
Response:	***1. Quantity has been revised. See revised Section 5.16, Contractor Furnished Property, Services and Documentation as Attachment B of this Addendum.*** ***2. Only vehicles requested and used, on any given day, are billable, per day. While not all ten (10) vehicles are likely to be used every day, the requirement is to have at least ten (10) vehicles on hand.*** ***3. The determination of the low bidder for this Contract will be on selecting the lowest responsive and responsible bidder based on their total bid price after any bid incentives are calculated.***
Question 17:	**5.17. Aviation Furnished Property, Services and Documentation** Is parking available for the vehicles being used by the supervisors and managers during roll call?
Response:	***Properly marked security vehicles will be provided with parking at no cost to the Contractor.***

Question 18:	**3.6.1.4.5 Parking Restrictions** 1. Confirm there are no employee parking areas designated for security personnel at O'Hare? 2. Any parking lot recommendation for employee shuttle services? O'Hare? Midway? 3. What is the average cost of parking? O'Hare? Midway? 4. What is the average cost of Shuttle service? O'Hare? Midway? 5. Does this includes security vehicles, employee vehicles, or both? What is the limited number? O'Hare? Midway?
Response:	***1. There are no free employee parking areas for employees' personal vehicles at either airport.*** ***2. There are a number of paid parking lots available at both airports. See CDA website for parking options and costs at O'Hare and Midway.*** ***3. See the CDA website for parking rates.*** ***4. The shuttle bus service that operates in the parking lots at both O'Hare and Midway as well as the Airport Transit System (ATS) which operates at O'Hare are available at no cost.*** ***5. Properly marked security vehicles will be provided with parking at no cost to the Contractor. There is not any free employee parking areas for personal vehicles.***
Question 19:	**5.7. Training** 1. Is this a structured training over a set period of time (hours)? Is there a list of the training sessions? O'Hare? Midway? 2. Will we be provided with the TSA specified eligibility criteria and training materials? 3. What is the estimated number of hours per training? 4. Will documentation be provided and can this be re-produced?
Response:	***1. A training schedule will be developed upon Contract award.*** ***2. TSA-specific training (for screeners) will be developed as this responsibility is assigned to CDA.*** ***3. See items 1 and 2, above.*** ***4. See items 1 and 2, above.***
Question 20:	**5.11.1.K. Employee Qualifications and Requirements** Confirm all training provided by the Department, TSA, etc are at no charge to the Contractor?
Response:	***Specialty training, for specific screening services will be provided at no cost to the Contractor. Refer to Section 5.7.,"Training", of the Bid Document and the response to Question #19 above. Paid attendance at such training, however, shall be considered Contractor overhead, and not billable. As discussed in the response to Question #19, the bulk of the training required to provide qualified, competent, certified guards shall be a Contractor responsibility; the bulk of this training shall be provided, by the Contractor, prior to assumption of duties, and thereafter (to maintain currency) during scheduled roll calls.***
Question 21:	**5.16.D. Security Operations/24 Hour Administrative Dispatch Center** 1. Any recommended on location, or is there currently a dispatcher office at O'Hare? 2. Can the roll call room be used as the designated dispatcher room?
Response:	***1. See revised Section 5.16, Item D, Contractor Furnished Property, Services and Documentation as Attachment B of this Addendum.*** ***2. No. The roll call room (provided by CDA) may not be used for this***

	purpose.
Question 22:	**PDF Page 131: Catalog RFG - No Group Lines** How were the "Estimated Usage" values determined? Can calculations and factors be shared?
Response:	***Estimated usage values were determined based on current usage, and expanded to address anticipated assignment of additional (screening) duties, emergency overtime, modest growth in facilities support requirements, and anticipated growth in construction requirements. See revised Section 5.1.6., Staffing Requirements as Attachment A of this Addendum, and are subject to change. Specific calculations are for internal use, and not sharable.***
Question 23:	Is parking provided for the employees? Is there a cost? If so, how much? If no parking is available, how does the current vendor provide for employee parking?
Response:	***See response to Question #18 above.***
Question 24:	Construction duty requires some specific uniform items and thus associated costs. The RFP has a table of historical numbers of guards and estimated future requirements. Is the number of guards in the RFP daily? Weekly? Monthly?
Response:	***The number of guards discussed, in general terms, is daily. See revised Section 5.1.6., Staffing Requirements as Attachment A of this Addendum.***
Question 25:	How many hours of construction security duty has been required in the last 12 months? What is the expectation in the first year of this contract?
Response:	***See revised Section 5.1.6., Staffing Requirements as Attachment A of this Addendum for discussion of daily requirements. Also, see response to Question #22 above, for how these requirements correspond to the sixty (60) month usage estimates shown in see revised Article 9, Proposal Pages as Attachment D of this Addendum.***
Question 26:	What is the cost of Aviation-issued Airport Drivers Permit? How long does it take to get the license?
Response:	***There is no charge for the permit, which is an addition to the airport ID Badge. Refer to Section 3.6.1.3. Airport Security Badges of the Bid Document, and visit the ID Badging section of http://app.flychicago.com/badging/ for further details on the application process and requirements.***
Question 27:	How long does it currently take to process SIDA/Airport Security badge applications and issue credentials?
Response:	***See response to Question #26 above.***
Question 28:	What is the cost of the Airport Vehicle Access Permit?
Response:	***See response to Question #26 above.***
Question 29:	How many contractor employees currently have OEMC access? What is the cost of the OEMC security badge? How long does the process take?
Response:	***Contractors under this Contract will not be required to obtain an OEMC badge.***
Question 30:	What is the cost for the Police Department, Security Badges and how long does it take to be issued?
Response:	***Contractors under this Contract will not be required to obtain a Police Department badge.***
Question 31:	What is the 2017 Executive Order minimum wage?
Response:	***See Section 1, "Revisions/Changes/Clarifications", Item #2 of this Addendum.***
Question 32:	What benefits and wages are mandated by the CBA?
Response:	***Refer to Section 5.9, "Wages and Benefits" and 5.10.1, "Price Adjustment- Labor – Line Items 1-8" of the Bid Document.***

Question 33:	Total cost of batteries replaced by the contractor at both airports?
Response:	***See response to Question #15 above.***
Question 34:	What company is the current WBE partner and what % of the operation do they provide?
Response:	***The incumbent provider of the Services described in this RFQ is Universal Security, Inc. All releasable details on this company can be viewed on the City of Chicago Department of Procurement Services (DPS) web pages, at https://webapps1.cityofchicago.org/VCSearchWeb/org/cityofchicago/vcsearch/controller/contracts/display.do?contractNumber=14731 under DPS Vendor Number 1058206. Contract details (DPS Contract/PO # 14731, and modifications), including payment information, are also available through this site. No additional information, beyond that posted by DPS, will be provided, regarding the Contractor.***
Question 35:	What is the address of the current vendors security operations office within one mile of ORD?
Response:	***See response to Question #34 above.***
Question 36:	What is the current starting wage for officers at the airports?
Response:	***See response to Question #34 above.***
Question 37:	What is the current starting wage for dispatchers at the airports?
Response:	***See response to Question #34 above.***
Question 38:	What is the current starting wage for supervisors at the airports?
Response:	***See response to Question #34 above.***
Question 39:	What company is the current MBE partner and what % of the operation do they provide?
Response:	***See response to Question #34 above.***
Question 40:	What is the current bill rate for an officer, a dispatcher, and a supervisor?
Response:	***See response to Question #34 above.***
Question 41:	Who is the current incumbent?
Response:	***See response to Question #34 above.***
Question 42:	When was the current incumbent awarded the contract?
Response:	***See response to Question #34 above.***
Question 43:	What is the estimated usage (number of annual hours) of prior contract?
Response:	***See response to Question #34 above.***
Question 44:	What is the estimated total number of annual hours for this contract?
Response:	***See revised Article 9, Proposal Pages as Attachment D of this Addendum.***
Question 45:	What is the current Bill Rate?
Response:	***See response to Question #34 above.***
Question 46:	What is the current Pay Rate paid to the guards?
Response:	***See response to Question #34 above.***
Question 47:	What was the contract amount spent last year?
Response:	***See response to Question #34 above.***
Question 48:	Are there any additional services that may be needed that are not listed in the RFP?
Response:	***Not at this time.***

Question 49:	Can you verify that NO prevailing wage is required (Refer to section 5.3 Illinois Prevailing Wage Act)
Response:	***Section 5.3, "Illinois Prevailing Wage Act", is correct as written. Also, refer to Section 5.9, "Wages and Benefits" of the Bid Document.***
Question 50:	If the BOMA wages go up each year, how should the pricing be handled? The City of Chicago Pricing Form appears to have unit pricing fixed for the 5 year period.
Response:	***Refer to Section 5.9, "Wages and Benefits" and 5.10.1, "Price Adjustment- Labor – Line Items 1-8" of the Bid Document.***
Question 51:	What is the cost of badging?
Response:	***See response to Question #26 above.***
Question 52:	How many vehicles is the current contractor using daily?
Response:	***See response to Question #34 above.***
Question 53:	In the proposal it states Minimum wages $13.15 per hour, Living wages $12.00 per hour and base wages $12.15 per hour. Which wage rate apply to this contract (Proposal)?
Response:	***Refer to Section 5.9, "Wages and Benefits" of the Bid Document.***
Question 54:	Please confirm the current staffing provider.
Response:	***See response to Question #34 above.***
Question 55:	Please provide a schedule of the staff identify the names, seniority dates, positions, and specific hours that each contract security staff works at each location.
Response:	***See response to Question #34 above.***
Question 56:	Please confirm if any staff members are to be non-union.
Response:	***The Bid Document does not require that any workers be union employees. However, in the event the Contractor is not signatory under the BOMA, the Contractor must pay wages and benefits in accordance with Section 5.9, "Wages and Benefits" of the Bid Document.***
Question 57:	Section 3.6.1.3 Airport Security Badges refers to other CHRC procedures that may be required by the TSA. Please confirm what these procedures are and if there are any costs associated with them.
Response:	***See response to Question #26 above.***
Question 58:	The MBE percentage is stated as 25% and the WBE percentage is stated at 5%. Currently, there is not a union security contractor approved to fulfill the WBE percentage. Please confirm MBE percentage of 25% will be sufficient.
Response:	***You are required to document good faith efforts in meeting the MBE and WBE Contract Goal of 25% and 5% respectively. Refer to Article 6, Special Conditions Regarding Minority Business Enterprise Commitment and Women Business Enterprise Commitment for Commodities or Services, Section 6.1 Policy and Terms of the Bid Document.***
Question 59:	Do any members of the contract security team have the City of Chicago Fire Safety Director (FSD) certification? If so, which staff member(s)?
Response:	***FSD certification is not a requirement.***
Question 60:	Should costs associated with obtaining or renewing the City of Chicago Fire Safety Director (FSD) certification be included in our proposal bill rate or billed as incurred?
Response:	***See response to Question #59 above.***
Question 61:	CPR/AED training is not included in the RFP. Please confirm if CPR/AED training be provided. If yes, should costs associated with obtaining CPR/AED training and certification be included in the proposal bill rate or billed as incurred?

Response:	***CPR/AED Training is not required at this time. Should such training be required, the City will provide this specialized training at no cost to the Contractor. Attendance at such training shall, however, be paid as described in Section 5.7, "Training", of the Bid Document.***
Question 62:	Section 5.7 refers to X-Ray screening equipment training. Please confirm the cost involved with this training.
Response:	***See response to Question #20 above.***
Question 63:	Does the current contract security company provide equipment to be used on site (e.g., tour system, hand held metal detection wands, etc.)?
Response:	***See response to Question #34 above.***
Question 64:	If the contract security company is required to provide equipment to be used on site please confirm all equipment required including any smartphones, tour system, hand held metal detection wands, etc.
Response:	***See revised Section 5.16, Contractor Furnished Property, Services and Documentation as Attachment B of the Addendum.***
Question 65:	The RFP mentions in Section 3.6.1.3 that the Contractor will be responsible for Airport Security Badges. Please confirm the cost for the badges and the process.
Response:	***See response to Question #26 above.***
Question 66:	Please confirm how many vehicles are to be needed and type of vehicle.
Response:	***See revised Section 5.16, Contractor Furnished Property, Services and Documentation, Item B as Attachment B of the Addendum.***
Question 67:	Please confirm how many miles on average are driven by each vehicle.
Response:	***See revised Section 5.16, Contractor Furnished Property, Services and Documentation, Item B as Attachment B of the Addendum.***
Question 68:	Section 3.6.3 refers to security badges through the Chicago Police Department. Please confirm the cost and process of obtaining these badges.
Response:	***Only CDA airport identification badges are required. See response to Question #26 above.***
Question 69:	Section 3.6.4 refers to security badges through the Department of Water Management. Please confirm the cost and process of obtaining these badges.
Response:	***Only CDA airport identification badges are required. See response to Question #26 above.***
Question 70:	Please provide a detailed uniform specifications including styles, quantities, etc. For example, are outdoor coats provided? If so, for all officers or only some?
Response:	***See Section 5.11.1, "Employee Qualifications and Requirements", Items 9 and 10 of the Bid Document.***
Question 71:	Please provide the pricing exhibit from the RFP in excel or word format.
Response:	***The revised Proposal Pages attached to this Addendum are to be completed and returned with the Bid submittal. Use of different Proposal Pages is grounds for rejection of bid.***
Question 72:	Based on the site visit, it was our understanding the pricing exhibit should be completed based on the time period November 1, 2017 - October 31, 2018, please confirm?
Response:	***The unit prices should be based on the current pricing of the Bidder. Bidders should fully understand Sections 5.9, "Wages and Benefits" and 5.10.1, "Price Adjustment- Labor – Line Items 1-8" and 5.10.2, "Vehicles (Line Item 9)" of the Bid Document.***
Question 73:	Why has the Department of Procurement Services included a "Local Manufacture Preference" with this RFQ? The RFQ calls for unarmed security services and does not

	involve the manufacturing of any goods.
Response:	***This is not applicable to this bid.***
Question 74:	My Chicago MBE/WBE headquartered business intends to submit a response to the RFQ with its Joint Venture (JV) out-of-state partner. My business will own and assume 40% of the intended work of the JV and my partner will own and perform 60% of the JV's operation and function. Is our JV eligible to receive the Chicago Business Preference credit based on the its allocation of ownership and responsibility of the partners on this contract?
Response:	***All JV members must be a "City-based Business". For eligibility requirements, refer to Section 1.22.1, "City-based Businesses (Chicago Business Preference)", of the Bid Document. Additionally, to apply for the bid incentive, the bidder must complete and submit the City-Based Business Affidavit.***
Question 75:	Would the JV's 40%(MBE/WBE)/60% ownership structure enable it to be eligible for the "Alternative Fuel Vehicle Preference" if all or most of the vehicles the JV intends to use on the job satisfy the requirements of this preference?
Response:	***Refer to Section 1.22.3.2, "Eligibility for Alternatively Powered Vehicles Bid Incentive", of the Bid Document. Additionally, note the bidder must complete and submit the Eligible Business for Bid Incentive for Alternatively Powered Vehicles Affidavit to apply for the bid incentive.***
Question 76:	If my Chicago based MBE/WBE business owns 60% of the JV and performs 60% of the project's work, is the JV eligible to receive the RFQ's City Business Preference?
Response:	***See response to Question #74 above.***
Question 77:	Does the RFQ include a "mentoring" preference of 1%? (An affidavit was included within the RFQ on Page 129. However, no mention of a mentoring preference was included on the RFQ's cover page).
Response:	***The Mentoring Program Bid Preference is an optional incentive for Bidders. Refer to Section 1.22.5, "Mentoring Program Bid Preference", of the Bid Document.***
Question 78:	My Chicago based MBE business intends to bid the job as a "prime contractor". One of the subcontractors that I intend to contract with on this job is a large national security firm that my business has worked for as a subcontractor in the past on another project. I would like to be mentored by this large national security firm on this contract. Would my bid response be eligible for the mentoring preference, if my business and I were mentored by my large national security firm subcontractor on this contract?
Response:	***No. The mentoring program is in place for the Prime Contractor to mentor certified MBE/WBE subcontractors not vice versa. Refer to Section 1.22.5, "Mentoring Program Bid Preference" of the Bid Document.***
Question 79:	This RFQ provides for "The City-Based Business bid preference of 2%, 4%, or 6%, as described in Section 2-92-412 of the Municipal Code of Chicago ("MCC"), is applicable to competitively bid Contracts funded in whole by City funds" The City of Chicago Rules under 2-92-412 refers to "Locally Manufactured goods" This RFQ seems like a professional Service RFQ. Will locally based business enjoy the City-Based Business bid preference of 2%, 4%, or 6%?
Response:	***See response to Question #74 above.***
Question 80:	Does the City intend to amend the RFQ to reflect Professional Services?
Response:	***No.***
Question 81:	The mentoring preference gives bid preference of **1 percent** of the contract base bid is available to qualified bidders that are prime contractors that have entered into a

	mentoring agreement or whose subcontractor has entered into a subcontractor-to-subcontractor mentoring agreement. The bid preference is used only to calculate an amount to be used in evaluating the bid to determine the low bidder, and it does not affect the contract price. Will this preference apply to a MBE that is a Prime and the Sub that is a none MBE? Will this preference apply to Primes that are non MBE and there subs are MBE?
Response:	***The preference would not apply if the Prime is an MBE and the subcontractor is not MBE. The subcontractor needs to be an MBE or WBE.***
Question 82:	Is the current contractor following the Collective Bargaining Agreement that is a part of this RFQ? If they are not can the seniority roster be provided?
Response:	***The current Contractor does not follow the BOMA Collective Bargaining Agreement as it is not part of the current Contract. The current Contractor's roster of employees is not relevant to this bid.***
Question 83:	The price pages list estimated usage. Is the estimated usage covering 60 months?
Response:	***Yes.***
Question 84:	Line number 9 in the RFQ asked for pricing reflecting an estimated usage of 26500. Is the estimate miles or hours? The UOM is days, Can the city clarify the vehicle pricing?
Response:	***The Unit of Measure (UOM) is per vehicle, per day.***
Question 85:	How many vehicles will the city be requesting at the start of the contract?
Response:	***Ten (10). See revised Section 5.16, Contractor Furnished Property, Services and Documentation as Attachment B of the Addendum.***
Question 86:	What is the expected time between the time the city receives an accurate invoice and the time payment is made?
Response:	***Refer to Section 3.2.1.3, "Payment", of the Bid Document.***
Question 87:	The RFQ asks bidders to bid according the JULY 1 2016 Executive Order with minimum wage of $13.15. On July 1 2017 a new Executive order provides for a new wage. The bid is due in prior to July 1, 2017 what is the new wage?
Response:	***See revised Section 3.3.6.1, "Minimum Wage, Mayoral Executive Order 2014-1", as Attachment A of the Addendum.***
Question 88:	Is there a collective bargaining agreement in place for the incumbent guard force?
Response:	***No.***
Question 89:	What are the current wage rates and billing rates for the various positions in the RFP?
Response:	***See response to Question #34 above.***
Question 90:	What is the annual budget/spend for the current contract? What is the split between ORD and MDW?
Response:	***See response to Question #34 above.***
Question 91:	Please provide a copy of the copy of the current contract for security services at ORD/MDW.
Response:	***See response to Question #34 above.***
Question 92:	Does the incumbent security service provider provide escort services for construction firms doing work at the airport? If so, at what hourly rate?
Response:	***See response to Question #34 above. Escort services are not applicable to this Contract.***
Question 93:	What was the total amount of fines (TSA fines and liquidated damages) imposed on the current provider during the past two years?
Response:	***See response to Question #34 above.***
Question 94:	Does ORD/MDW have a 100% employee screening program in place or planned for

	deployment, like ATL, SEA, or MCO?
Response:	***See response to Question #26 above.***
Question 95:	Is there a page limit for the proposal?
Response:	***No.***
Question 96:	Will the incumbent be required to price new vehicles? (if not, this may give the incumbent a price advantage using current vehicles.)
Response:	***No. Neither the existing Contractor nor any other Contractor bidding on this Specification would need to provide new vehicles to begin the Contract.***
Question 97:	Vendor screening: During the ORD walk through, we visited a vendor screening site, currently manned by TSA, and using old Rapiscan equipment. What is the timelline for migrating the vendor screening function from TSA to the security provider? What X-ray equipment will replace the Rapiscan machines currently in use? What is the timeline for replacement?
Response:	***Vendor Checkpoint staffing considerations with respect to the TSA transitioning to a Contractor is under review and a specific timeline has not yet been developed. Equipment manufactured by Astrophysics will be deployed prior to the award of the Contract.***
Question 98:	Employee Screening: Do badged airport employees get screened? If so with what equipment? WTMD? X-ray bags? ETD?
Response:	***Screening procedures will be discussed, in detail, upon award, as required.***
Question 99:	Roll call: During the walk through, we were advised that Guards report for roll call at ORD and MDW 30 minutes before start of their shifts for "hand off" briefings, and again at the end of their shifts. Please confirm. We were advised that roll call locations are located near public transport ("red line"), and that most guards take public transport and report for duty at roll call location. Please confirm. We understand that Roll call space provided free to security vendor. Please confirm.
Response:	***Roll call before shift is required, leading to a very brief face-to-face "hand off" ON post. These requirements and the requirement that the employee be paid by the Contractor (for these events, and transit back to and from the roll call area) are described in Section 5.6 of the Bid Document. However, this 30 minute period is not billable to the City Roll call space is provided by CDA. See revised Section 5.17. "Aviation Furnished Property, Services and Documentation" as Attachment C of the Addendum.***
Question 100:	Office Space: Is any other office space provided?
Response:	***No. See revised Section 5.17. "Aviation Furnished Property, Services and Documentation" as Attachment C of the Addendum.***
Question 101:	Our cost estimates are based on hours and positions listed on page 63 of the RFP. a. We calculated 167 employees, bid says 161. Please clarify. b. We believe each position is based off of 40 HPW. Please confirm.
Response:	***Revised Section 5.6.1, "Staffing Requirements", of this Addendum, states that the listed figures are for illustrative and planning purposes only. They are highly subject to change, and only list positions that must be filled, at all times, during the periods specified. They do not address breaks, lunches, etc. Estimates of required hours, for 60 months, are provided in revised Article 9, Proposal Pages as Attachment D of this Addendum, and should be used as the basis for bid preparation. These five (5) year estimates, however, are also subject to change over time, and should be expected to do so over the life of the Contract.***
Question 102:	How should minimum wage should be priced? BOMA or The Mayoral Executive

	Order? a. What are the current salary rates the Overall Project Manager and Operations Managers at ORD and MDW? b. What are the current salary rates for dispatchers and supervisors? Union? Are dispatchers and supervisors subject to the BOMA?
Response:	***See Section 5.9, "Wages and Benefits" of the Bid Document. Also, see response to Question #34 above.***
Question 103:	Can you please specify what the new Mayoral Minimum Wage Ordinance will be on 7/1/17? Current Wage is $13.15 per hour.
Response:	***See Section 1, "Revisions/Changes/Clarifications", Item #2 of this Addendum.***
Question 104:	Do you prefer a 1 year fixed blended rate or 60 month fixed blended rate?
Response:	***The unit prices should be based on the current pricing of the Bidder. Bidders should review Sections 5.9, "Wages and Benefits" and 5.10.1, "Price Adjustment- Labor – Line Items 1-8" and 5.10.2, "Vehicles (Line Item 9)" of the Bid Document when proposing their unit prices.***
Question 105:	Since this RFQ is mirroring the BOMA Agreement, how should yearly increases be accounted for in health and welfare, pension and wages?
Response:	***Refer to Section 5.10.1 "Price Adjustment – Labor Line items 1-8" of the Bid Document.***
Question 106:	How much initial training and ongoing training is required? Training mandated by the Department of Aviation will be billable, does this include x-ray training?
Response:	***See response to Question #19 above.***
Question 107:	Will bidders have to provide a performance bond?
Response:	***No.***
Question 108:	Page 76- City will furnish radios. Contractor will be responsible for maintenance, repair and replacement. How much should price for replacement/repair?
Response:	***Depending on make and model of the radio. The costs range from about $3,000-$4,000 per unit.***
Question 109:	Can we utilize an office within O'Hare and pay directly?
Response:	***No.***
Question 110:	Are there any exceptions to a 1 mile radius to have an office?
Response:	***No.***
Question 111:	Training. a. How many hours of initial training is required and ongoing annual training? b. How many hours of training for every position?
Response:	***See response to Question #19 above.***
Question 112:	Vehicles. a. Are all vehicles utilized every day? b. 100 Miles per shift at O'Hare. How many vehicles at O'Hare? c. 30 Miles per Shift at Midway. How many vehicles at Midway?
Response:	***Mileage figures are not available. Most of the vehicles are used daily.***
Question 113:	Is parking provided for the staff, and if so at what cost?
Response:	***See response to Question #18 above.***
Question 114:	What is the current billable hours per week?
Response:	***See response to Question #34 above.***
Question 115:	What is the current Pay and Bill rates per positon and the current annual overall cost?

Response:	***See response to Question #34 above.***
Question 116:	Is a separate radio dispatcher required for each airport and what are the location requirements for this position for the radios to be effective?
Response:	***A dispatcher is required for O'Hare only. See revised Section 5.16, Item D of this Addendum, for a description of this requirement.***
Question 117:	What is the costing for the SIDA badges for new hires, renewal cost if any, and the cost of lost badges?
Response:	***See response to Question #26 above.***
Question 118:	How many vehicles are currently being used on site?
Response:	***See response to Question #34 above. Vehicle use requirements vary by day, and are billable by day. A detailed description of this requirement is provided in Section 5.16, item C, and estimated usage, over 60 months, is provided in the Proposal Page. See Attachments C and D of this Addendum.***
Question 119:	Have any fines or penalties been assessed against the current provider during the past contract period?
Response:	***See response to Question #34 above.***
Question 120:	Please confirm that contractors are not mandatory to be signatory to the BOMA/CHICAGO-2016-2019 Agreement as long as we comply with the rules set forth in the agreement for health and welfare?
Response:	***Yes. Refer to Section 5.9, "Wages and Benefits" of the Bid Document.***
Question 121:	Can you confirm the new rate for July 1, 2017 under the executive order?
Response:	***See Section 1, "Revisions/Changes/Clarifications", Item #2 of this Addendum.***
Question 122:	Under 5.14.5 Ohare states 24/7 coverage for Operations Managers. How many operation managers are required at Midway?
Response:	***See Section 5.61 Item 1, of the Bid Document, for descriptions of Operations Manager coverage requirements for O'Hare and Midway.***
Question 123:	5.16 B Please confirm that radios will be provided by the city.
Response:	***Yes. See revised Section 5.16, "Contractor Furnished Property, Services and Documentation", Item B of this Addendum.***
Question 124:	15.16C How many of the 15 required vehicles are in operations at one time?
Response:	***See response to Question #118 above.***
Question 125:	Does the CDA provide on-site office space in Midway to the contractor at no cost for administrative and storage purposes? • If there a cost, would CDA please disclose the annual fee? • Additionally, are any communication lines (telephone and internet) provided for this space by CDA? What, if any, office equipment is provided by CDA? For example, telephones, computers, copiers, printers, etc.
Response:	***Space provided by the City is limited to the roll call rooms located at O'Hare and Midway. These requirements are addressed in revised Sections 5.16 and 5.17., Attachments A and B of this Addendum.***
Question 126:	Typically, how many number of parking spaces have been provided by CDA to the contractor under the limited number of spaces provided? And are these spaces at no cost to the contractor?
Response:	***See response to Question #18 above.***
Question 127:	Would CDA please disclose what the fee is for an Airport badge? • How often are badges renewed?

	• Is there a fee for renewal and if so, would CDA please disclose that fee?
Response:	***See response to Question #26 above.***
Question 128:	Would CDA please disclose the typical duration of SIDA training? • Is it computer based or instructor led? • How often is SIDA training made available?
Response:	***See response to Question #26 above.***
Question 129:	Would CDA please disclose the typical duration of ramp/AOA driving training? • How often is this training conducted?
Response:	***See response to Question #26 above.***
Question 130:	As the officers report to a single location prior to starting their shift for briefing and inspection, how long does it take for the officers get to from the shift briefing location to post? • Additionally, how do the officers get to post, are they transported by the contractor or do they get there on their own?
Response:	***Transit time and transport requirements, vary with distance to the post and station assigned.***
Question 131:	Are there comfort facilities located in close proximity to each pedestrian and vehicle gate for the officers' convenience?
Response:	***Yes, typically. Permanent posts have permanent, associated facilities. Construction gates typically have temporary facilities (e.g. chemical toilets) near the gates, though newly established construction sites/gates occasionally experience minor delays in establishing such facilities.***
Question 132:	Are any of posts self-relieving? For example, do the roving officers require an officer to relieve them for a meal break or do they simply take a meal break? • If so, would CDA please identify which posts can self-relieve?
Response:	***None of the posts described in the specification are self-relieving, and each requires a full-time presence throughout all times indicated.***
Question 133:	Are fixed post officers relieved for meal and comfort breaks by another security officer or the supervisors? • If it is another security officer, is the officer a roving officer filling another identified post or a dedicated officer providing required breaks?
Response:	***While reliefs on post are typically required (see response to Question #34), it is up to the Contractor to determine, schedule and implement how this is accomplished. Pursuant to Section 5.14.3, "Supervisor (Bid Line Items 6-8)", use of supervisors as reliefs is specifically prohibited.***
Question 134:	Would CDA please disclose the amount of liquidated damages fines that have been incurred by the current contractor or its employees during the last two years? • Additionally, would CDA please disclose how many TSA issued fines have been issued for the current contractor or its employees during the last two years?
Response:	***See response to Question #34 above.***
Question 135:	Would the CDA please specifically identify what equipment is necessary under the Contractor Furnished Property, Services and Documentation, Section 1, 2 and 3?
Response:	***Sections 5.16 and 5.17 respectively identify Contractor and CDA responsibilities for providing equipment. Determination of what specific equipment is required, to render the Services requested, is the responsibility of the Contractor.***
Question 136:	Would the CDA please disclose how many hours of training has traditionally be required to prepare an officer to stand post at O'Hare?

Response:	***While the Specification identifies certain baseline training requirements, determination of the full scope, pace, manner and method(s) of training employed, beyond that baseline, to prepare a Guard for the duties and requirements described is the responsibility of the Contractor. As to how the incumbent trains and prepares its guards to perform these duties, see response to Question #34 above.***
Question 137:	What does the CDA define as the duties of the Project Manager?
Response:	***Refer to Section 5.14.4., "Project Manager" of the Bid Document.***
Question 138:	Has the CDA considered implementing an Assistant Project Manager at each location?
Response:	***No. However, the Contractor may add additional overhead positions as they deem necessary to provide the level of Services required under the Contract.***
Question 139:	Is the CDA still envisioning the start date to be January 1st, 2018?
Response:	***The anticipated start date is November 2017. Services provided under the new Contract will need to be fully operational at that time.***
Question 140:	How should proposed changes to the City's agreement, upon which we would like to negotiate to arrive at mutually agreeable terms, be submitted?
Response:	***The terms in the City's Contract are non-negotiable. However, the Contractor may take exceptions when submitting their bid pursuant to Section 5.20, "Exceptions" of the Bid Document.***
Question 141:	Who is required to sign on behalf of an organization – an officer of the company or can a secretary's certificate be provided to allow for local management to sign?
Response:	***Refer to Section 1.10, "Completion of Bid Documents" of the Bid Document.***
Question 142:	What is the current annual budget for security services?
Response:	***See response to Question #34 above.***
Question 143:	What are the current bill rates for the services provided under the current contract?
Response:	***See response to Question #34 above.***
Question 144:	Who is the current contractor providing security services?
Response:	***See response to Question #34 above.***
Question 145:	Who are the current M/WBE Contractors?
Response:	***See response to Question #34 above.***
Question 146:	How long has the current provider held this contract?
Response:	***See response to Question #34 above.***
Question 147:	Is there an additional requirement for specific site training or minimum training? How long?
Response:	***Baseline and specialty (e.g. Screening) training requirements are as described in Section 5.7. Determination of any additional training requirements, and implementation of their fulfillment, to prepare guards to render the Services described in the Specification, however, are the responsibility of the Contractor. See response to Question #136 above.***
Question 148:	Are the incumbents trained to the required standards?
Response:	***See response to Question #34 above.***
Question 149:	Please clarify how breaks are handled? For Example, are one-man posts relieved by a breaker? For two-man posts, are they allowed to take lunches and restroom breaks, leaving one man on post?

Response:	***See response to Question #34 above.***
Question 150:	Pg. 60- Section 4.4 indicates that Invoices should be either mailed to the Chicago Dept. of Aviation or emailed to invoices@cityofchicago.org, however, Section 5.8 (Pg. 66) states that invoices should be sent to the Department's Rep no later than the 5th and 19th of the following month. Please clarify which is accurate.
Response:	***The original invoices must be mailed or hand delivered to the Department of Aviation Administrative Offices at 10510 West Zemke Road, Chicago, IL 60666. A copy (either hard or soft) may also be sent to the Department's rep. Invoices should not be submitted electronically to invoices@cityofchicago.org.***
Question 151:	Pg. 121 Staffing Hours reflects Guard straight time hours as 3,729,200 but pg. states that there are 188 guards. Estimating 188 FTE x 2080/yr. = 391,040; Please confirm all hours listed.
Response:	***The five (5) year/60 month usage estimates provided on the Proposal Pages should be used. The staffing requirement descriptions provided in revised Section 5.16, "Contractor Furnished Property, Services and Documentation" as Attachment B, are for illustrative and planning purposes only.***
Question 152:	What are the new BOMA wages for 2017?
Response:	***Refer Exhibit 2, "Building Owners and Managers Association of Chicago Agreement" Article IV, "Wages" of the Bid Document.***
Question 153:	Can the response times for emergency requests for additional personnel be negotiated?
Response:	***No.***
Question 154:	Please clarify the length of the shifts being requested for construction and emergency response, Is the request for 10 people for an 8-hour shift or 10 people for a 24-hour period?
Response:	***Specific requirements for additional guard services (e.g. construction site and emergency) will be defined at the time the response is requested.***
Question 155:	Can the historical mileage per vehicle be given? The estimates would infer mileage in excess of $1M/year.
Response:	***See response to Question #34 above.*** **Also, *see revised Section 5.16 (C8), "Vehicle Requirements" as Attachment B of this Addendum.***
Question 156:	With regard to the Worker's Comp Coverage requirements, please clarify what the $500,000/each accident mean?
Response:	***Please see Article 7, "Insurance Requirements" item 7.1.1. Contractor should contact their insurance broker for explanation beyond what is explained herein.***
Question 157:	The RFP states that the account should be transitioned in 30 days, will a 60-day transition be considered?
Response:	***It is anticipated the new Contract will start late November 2017 at the latest. A thirty (30) day transition window is not noted in the Contract. However, CDA will work with the selected vendor to allow sufficient time after award of Contract to transition to the new Contract's actual start date to begin providing Services.***
Question 158:	Would the City consider making the termination clause reciprocal?
Response:	***No***.
Question 159:	How many employees have been discharged in the past 12 months based on the Character of Workers as defined in Section 4.2.3 (page 56.)?
Response:	***See response to Question #34 above.***
Question 160:	Would the City consider reducing the 30-minute unbilled roll call/transition period to 15 minutes?

Response:	***No.***

END OF ADDENDUM NO. 9

CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES

JAMIE L. RHEE
CHIEF PROCUREMENT OFFICER

ATTACHMENT A

REVISED SECTION 5.6.1. STAFFING REQUIREMENTS

5.6.1. Staffing Requirements

Staffing requirements described below are provided for illustrative and planning purposes only. They are subject to change with new security requirements, construction schedules, etc., and describe positions that must be filled, rather than precise numbers of personnel required. They do not address breaks, sick calls, etc. These requirements should not be considered the total personnel required to provide the Services. The total depicted below falls short of the force of approximately 250 badged employees that CDA believes are necessary to provide the services required under this Contract. Actual daily staffing requirements will be determined by the City, and are subject to change at any time. Factors that frequently drive such changes include (but are not limited to) airline/airport operational tempo and passenger volume or load; unexpected/unplanned incidents and short-notice special events; inclement weather impacting airline/airport operations; changes in airline/airport threat level; and changes in airport governing regulations, policies and requirements, imposed by various municipal, state and federal agencies.

Estimated service usage requirements, listed in bid lines 1-9 in the RFQ Catalog, are based on observed average/typical use of the services described below. These requirements further reflect projected increases (which, in themselves can only be estimated at this time) in service due to potential assignment of Vendor Checkpoint (and/or similar) screening service requirements (see item 1. Facility Security, below) and anticipated growth in Construction, and its attendant Security Services requirements (see item 2. Construction/Airport Operations Area Security, below). The description below, therefore, of required services, and of typical daily requirements for them, is purely illustrative in nature, and does not correlate directly to the usage quantities portrayed in the Catalog RFQ.

1. **Facility Security.** This includes fixed and mobile security services (as outlined in greater detail below) in parking areas (Midway), and terminal areas throughout both Airports. Facility Security services shall be billable to the City. No overtime will be authorized for Facility Security services. Currently identified requirement for these Services typically include roughly one hundred ninety (190) identified positions including an overall Project Manager, plus one hundred twenty three (123) Guards, screeners, managers, supervisors and dispatchers (ninety nine (99)of these positions at O'Hare and twenty four (24) at Midway) from four (4) to twenty four (24) hours, as described below. This number of positions that must be staffed, and the specific hours they must be filled, are subject to change during the period of the Contract, based on the needs of the Department, and often on short notice. Examples of such changes include (but are not limited to) requirements to post guards at newly designated doors, or cessation of said requirements for doors and gates put out of service. The following daily staffing makeup is general in nature, and is provided only as an illustrative sample. Vendor Checkpoint assignments illustrated below (and, potentially, similar screening duties), are anticipated and under airline/TSA review, but have not been assigned at this time

1 Project Manager* to manage provision of the Services at both Airports.

O'Hare

1 Operations Manager* per shift
1 Dispatcher at all times.
6 Supervisors at all times
1 Vendor Checkpoint Supervisor from 0600-1600
28 Guards from 0600 – 1400 hrs.
9 Screeners from 0600 – 1800 hrs.
29 Guards from 1400 – 2200 hrs.
24 Guards from 2200 – 0600 hrs.
30 posts, and 3 screening checkpoints total 99 O'Hare Positions, staffed at varying levels, at varying times
**Managers are considered overhead, and are not billable*

Midway

1 Operations Manager*; 40 hr. week; business hrs; accessible by phone on a 24 hr. basis
1 Supervisor at all times
12 Guards from 0600 – 1400 hrs.

7 Guards from 1400 – 2200 hrs.
4 Guards from 2200 – 0600 hrs.
10 posts total / 24 Midway positions, staffed at varying levels, at varying times.
*Managers are considered overhead, and are not billable

2. **Construction/Airport Operations Area Security.** This includes fixed and mobile security services at construction sites, in terminal areas, and other areas throughout the Airports, as well as at specified Airport Operations Area ("AOA" or "Airfield") gates. Upon a thirty (30) calendar day notice, the Contractor must be able to meet stated needs of any given project – i.e. provide adequate personnel to staff the positions described in the project requirement. Precise project staffing requirements will be provided by a Construction Management focal point (designated by the Department) with this 30 day notice, and the Contractor shall subsequently coordinate with this focal point to provide required staffing.

Observed Historical Requirements			
Year	Number of Guards (average)	Number of Guards (Peak)	Number of Supervisors (Typical)*
CY 2013	26	32	3
CY 2014	17	24	3
CY 2015	11	12	3
CY 2016	10	12	3

**Note: O'Hare construction typically requires at least 2 supervisors, due to the large geographical area of the airport. Midway construction is more limited, and typically requires a supervisor IF construction activity is in progress.*

Estimated Future Requirements			
Year	Number of Guards (average)	Number of Guards (Peak)	Number of Supervisors (Typical)*
CY 2017	10	12	3
CY 2018	11	12	3
CY 2019	17	24	3
CY 2020	26	32	3
CY 2021	26	32	3

**Note: O'Hare construction typically requires at least 2 supervisors, due to the large geographical area of the airport. Midway construction is more limited, and typically requires a supervisor IF construction activity is in progress.*

ATTACHMENT B

REVISED SECTION 5.16. CONTRACTOR FURNISHED PROPERTY, SERVCIES AND DOCUMENTATION

5.16. Contractor Furnished Property, Services and Documentation

A. General Equipment Requirements

1. Telephone, fax, and computer: The Contractor will provide, as overhead, telephones (landline(s) and, as required cellular), facsimile (fax) transmission/receipt capability, and computers (with e-mail/internet access), as required to conduct official business with the Department, and affected/supported stakeholders designated by the Department (e.g. construction site managers, airline representatives) associated with the Services.
2. Supplies and Materials: Unless specifically stated otherwise herein, the Contractor shall furnish, as overhead, all supplies and materials to perform the normal day-to-day operations of Guards/Screeners, a 24 Hour Dispatch Office, and vehicles. Such materials and equipment include, but are not necessarily limited to furniture, specialized documents/forms (reports, timekeeping, etc.) as required by the Department, uniforms, Personal Protective Equipment (PPE) and telephones.
3. The Contractor will continue to provide such supplies and materials for the duration of the Services. The Contractor will ensure that adequate materials and supplies are furnished to carry out the security requirements specified in the Services.

B. Vehicle Requirements (Line Item 9)

1. The Contractor must provide all vehicles necessary to meet the operational needs of the Department. Vehicles will be used both as transport to distant Guard posts and (in the case of some construction project sites) to serve as shelter for the assigned Guard, and/or as a de facto Guard post itself.
2. At a minimum the Contractor must have, on hand, a minimum of ten (10) Sport Utility Vehicles (SUV). All vehicles must be clearly identified with the Contractor's name and/or logo on both sides of the vehicle.
3. Contractor's vehicles must have an identification number displayed prominently on the vehicle.
4. Contractor's vehicles must be covered by a valid insurance policy to allow authority to operate on the Airfield at O'Hare. (See Contractor's Insurance Requirements).
5. All personnel required to drive a vehicle must possess a valid driver's license. Those personnel who operate a vehicle on the Airfield must meet all Airport Ground Motor Vehicle Operating Regulation Requirements.
6. The Department will request the vehicles at the times, and in quantities it deems necessary, to support airport Facilities and Emergency Service requirements (described in GENERAL CONTRACTOR REQUIREMENTS, preceding). Vehicle utilization may only be billed to the Department in response to such requests.
7. Vehicle utilization, and billing, for Construction/ Airport Operations Area Security will be as determined by the Department's Construction Management point of contact. This Department authority may direct utilization of alternate source vehicles, and will generally direct billing to the project supported.
8. The estimated number of miles driven per vehicles varies and is subject to change based on the Department's needs. Currently, each vehicle (when utilized) travels approximately one hundred (100) miles per shift at O'Hare and thirty (30) miles per shift at Midway. This figure may or may not accurately reflect future mileage.

C. Security Operations/24 Hour Administrative Dispatch Center

The Contractor shall provide and maintain, as an overhead expense not directly billable to the City, a fully-furnished offsite Security Operations Center, operated as a field office on a 24/7 basis, to control, monitor and manage Contractor Security Operations (i.e. day-to-day provision of the Services, at both Midway and O'Hare Airports). This office will further perform administrative staff allocation functions for O'Hare Airport, specifically providing direct coordination and control to ensure that all assigned O'Hare posts, patrols and checkpoints are properly manned, and shall conduct periodic radio checks with O'Hare Guards and screeners.

Midway Airport staff allocation requirements are far less extensive, and shall be conducted by the Contractor, as an additional, on-site management/supervisory function, from office space furnished by the City using Contractor-furnished equipment.

This Operations/Administrative Center shall also, as a field office, typically be the office to which the Department will initially communicate new, and/or additional, and/or changed Security requirements and conditions, for both Airports. In order to support radio contact with O'Hare guards/screeners, and proximity to CDA Security offices (from which most daily requirements will emanate, This Operations/ Administrative Center shall be located within 1 mile of O'Hare Airport, shall be manned 24/7 by an Administrative Dispatcher (see Key Personnel), shall maintain radio contact with O'Hare Guards and screeners, and shall be capable of receiving telephone calls, mail, e-mails, and faxes, at numbers and addresses made available to the O'Hare Communications Center (OCC), on the Department's behalf, on a 24/7/365 basis.

D. Onsite Furniture

The Contractor shall provide and maintain, as an overhead expense not directly billable to the City, all onsite furniture required to provide the Services. This will generally include (though not necessarily be limited to):

1. Office desks, chairs and file cabinets
2. Roll call room chairs, podium and white/chalk boards
3. Podiums and chairs at certain Guard posts and check points
4. Bulletin boards, frames, etc.

E. Reports

The Contractor shall provide and maintain such reports, regarding Guard/screener operations, assignment, staffing, performance and billing, as the Department may direct, in the format, level of detail, and at the frequency directed by the Department. Such reports (described in Contractor Requirements, Performance Requirements and throughout this specification) include, but may not be limited to:

1. Employee Timesheets and Audit results
2. Guard/screener assignments
3. Shift Reports (to include staffing, with schedule)
4. Security incidents
5. Training
6. Roll call reports

ATTACHMENT C

REVISED SECTION 5.17. AVIATION FURNISHED PROPERTY, SERVCIES AND DOCUMENTATION

5.17. Aviation Furnished Property, Services and Documentation

Any Department-owned facilities, equipment and supplies provided to the Contractor shall be used only for completion of the Services. Any damage must be reported immediately to the Department; damage resulting from misuse or reckless behavior will be charged to the Contractor.

A. Roll Call Sites.

Roll calls shall be conducted at Airport sites, provided and designated by the Department. These sites are subject to change, but are currently located at:

- O'Hare: On the basement level of Terminal 1 (adjacent to the O'Hare Communications Center (OCC))
- Midway: Loading Dock C

B. Radios: After award of the contract the City will furnish the Contractor with the following equipment which will then become the responsibility of the Contractor to maintain and repair and / or replace in the case that the radio and related equipment is broken or lost during the contract period. The Contractor will be responsible, at no additional cost to the City, for providing new batteries when the batteries initially provided by the City are no longer holding an adequate charge. At the conclusion of the contract the Contractor must return an equal number of radios and other City provided equipment to the City in working order. In the event the full amount of radios and / or related equipment is not returned to the City and / or is returned but not in working order, the City will deduct its replacement cost from the Contractor's final billing. It is expected that that the Contractor, when doing a face to face shift change, will have its personnel bring a fresh battery to start their shift while the departing employee will return the battery to a charging station. It is expected during the course of the contract (likely in year 1) the City will be changing the radio systems used at each airport. When that switch is made the City will provide the Contractor with the compatible new equipment and the Contractor must return all equipment originally provided by the City back to the City in working order. Any City provided equipment not returned to the City will be charged back to the Contractor and deducted from a future invoice.

ATTACHMENT D

REVISED PROPOSAL PAGES

City of Chicago

Catalog RFQ - No Group Lines

RFQ Header Information

Please Respond By		**RFQ Description**	UNARMED SECURITY AND SCREENING SERVICES AT O'HARE AND MIDWAY INTERNATIONAL AIRPORTS (SPEC #389009)
RFQ Number	5282	**Special Instructions**	
Ship To Location	085- O'HARE	**Your Quote is Effective as of**	
For More Information Please Contact	LISA FREELON	**RFQ Status**	In Process

Bid/Proposal pricing for all commodity and/or service line items must be based on the standard unit of measure indicated below. Pricing on alternate units of measure may not be accepted. Unit costs must be limited to three decimal places. Each quote must be signed and unit price, extended price and total price must be typed or written in ink.

Quotes on "or equal" items must be identified as "alternate" to specified item on the comment line. If quoting an alternate, indicate manufacturer name, model/part/catalog number and attach descriptive literature. Alternate items may not be accepted. Any exceptions to items specified or other terms must be clearly indicated on the bid.

RFQ Header Details

Contract Type	WORK SERV-AVIATION	**Specification**	389009
Target Market	NO	**Procurement Type**	BID
Advertise Date		**Bid Deposit Required**	
WEB BID Edit Rules	ALL		

Compliance Officer

Compliance Type Description

	Percentage Type Desc	Required %
Minority Owned Business Enterprise	Target Percentage Rate	25.00 %
Women Owned Business Enterprise	Target Percentage Rate	5.00 %

City of Chicago

Catalog RFQ - No Group Lines

Line No	Line Type	Item	Category	Commodity Desc	UOM	Estimated Usage	Price	Discount or Markup %	Extended Price	Catalog # / ID, Date and Mfr	Comments
1	Work Services	9648010700	96480	SECURITY GUARDS - DISPATCHER FOR CHICAGO AIRPORT SYSTEM, STRAIGHT TIME	Hour	42864	$	(N/A)	$	(N/A)	
2	Work Services	9648010702	96480	SECURITY GUARDS - DISPATCHER FOR CHICAGO AIRPORT SYSTEM, HOLIDAY HOURS	Hour	960	$	(N/A)	$	(N/A)	
3	Work Services	9648010050	96480	SECURITY GUARDS - PROVIDE CERTIFIED SECURITY GUARD FOR CHICAGO AIRPORT SYSTEM, STRAIGHT TIME	Hour	2163313	$	(N/A)	$	(N/A)	
4	Work Services	9648010054	96480	SECURITY GUARDS - PROVIDE CERTIFIED SECURITY GUARD FOR CHICAGO AIRPORT SYSTEM, OVERTIME	Hour	14894	$	(N/A)	$	(N/A)	
5	Work Services	9648010052	96480	SECURITY GUARDS - PROVIDE CERTIFIED SECURITY GUARD FOR CHICAGO AIRPORT SYSTEM, HOLIDAY HOURS	Hour	39138	$	(N/A)	$	(N/A)	
6	Work Services	9648010215	96480	SECURITY GUARDS - SUPERVISOR FOR CHICAGO AIRPORT SYSTEM, STRAIGHT TIME	Hour	605040	$	(N/A)	$	(N/A)	
7	Work Services	9648010219	96480	SECURITY GUARDS - SUPERVISOR FOR CHICAGO AIRPORT SYSTEM, OVERTIME	Hour	4924	$	(N/A)	$	(N/A)	
8	Work Services	9648010217	96480	SECURITY GUARDS - SUPERVISOR FOR CHICAGO AIRPORT SYSTEM, HOLIDAY HOURS	Hour	6900	$	(N/A)	$	(N/A)	
9	Work Services	9648010115	96480	SECURITY GUARDS - VEHICLE FOR CHICAGO AIRPORT SYSTEM	Day	15233	$	(N/A)	$	(N/A)	

Total Price $