May 31, 2024

**ADDENDUM NO. 01**

Your reference is directed to RFx Number 3000022974 for the Invitation to Bid (ITB) for the State of Louisiana – \*ReBid\* Armed Guard Services - LWC, which is currently scheduled to open at 10:00 AM CT on 06/04/2024.

The following change is to be made to the referenced solicitation:

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RFx Currently Reads: Scheduled to open at 10:00 AM on June 4, 2024.

RFx Changed to Read: Scheduled to open at 10:00 AM on June 13, 2024.

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**Vendor Question 1.** Who is the current incumbent?

***State’s Response:*** *Orleans Security LLC* **–** *Force 1 Protection.*

**Vendor Question 2.** When was the current incumbent awarded the contract?

***State’s Response:*** *Purchase Order for FY 2024 was issued 4/12/2023.*

**Vendor Question 3.** Are there any subcontractors being used for the current contract?

***State’s Response:*** *No.*

**Vendor Question 4.** What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.)?

***State’s Response:*** *Twelve Month Contract with two optional twelve month renewals.*

**Vendor Question 5.** What was the start date of the initial contract?

***State’s Response:*** *July 1, 2021.*

**Vendor Question 6.** What was the amount spent in the last 12 months?

***State’s Response:*** *$317,482.72 – May 2023 to April 2024.*

**Vendor Question 7.** What is the total spent in the last billed month?

***State’s Response:*** *$23,399.52 for April 2024.*

**Vendor Question 8.** Are there any other rates billed separately (e.g., equipment, vehicles, etc.)?

***State’s Response:*** *No.*

**Vendor Question 9.** Are there any significant modifications from the previous contract to the new one? For instance an increase in hours, a change in guard type (e.g., armed vs unarmed), a need for additional resources?

***State’s Response:*** *Only staffing change from previous contract is for one additional Armed Guard requested for the OWC District 5 Court Office, as shown in Attachment B - Specifications.*

**Vendor Question 10.** What was the amount spent on this contract last year?

***State’s Response:*** *$317,482.72 – May 2023 to April 2024.*

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**Vendor Question 11.** What is the estimated total number of annual hours for this contract?

***State’s Response:*** *As listed in the ITB Solicitation Document, 2100 hours for Armed Guard Supervisor, and 17,100 hours for Armed Guards.*

**Vendor Question 12.** What is the current bill rate for each position?

***State’s Response:*** *Current contract rate being billed is $18.01 per hour for each type.*

**Vendor Question 13.** Are there any additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required security, etc.

***State’s Response:*** *All services listed are detailed in the ITB and Attachment B - Specifications.*

**Vendor Question 14.** Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?

***State’s Response:*** *As detailed in the ITB document and Attachment B - Specifications the minimum contract specific wage to be paid to the Armed Guard Supervisor is $16.00 per hour and to the Armed Guards is $14.00 per hour.*

**Vendor Question 15.** Is a Bid Bond or performance bond required? If yes, how much?

***State’s Response:*** *No.*

**Vendor Question 16.** Is the current contract using vehicles? If yes, how many?

***State’s Response:*** *No.*

**Vendor Question 17.** Is there a pricing form or format?

***State’s Response:*** *This can be filled out on the ITB Solicitation Document, in the appropriate line item.*

**Vendor Question 18.**  Will your agency hold a public opening? If yes, can you please provide the date, time and location?

***State’s Response:*** *OSP has suspended in-person attendance by vendors at public bid openings for bids published by our office. Bid opening will be at 10:00AM on 06/13/24, and can be viewed at the link provided on page 2 of the RFx.*

**Vendor Question 19.**  Are there any MWBE/VS/DBE or other goals for this project?

***State’s Response:*** *No.*

**Vendor Question 20.**  What is the current rate of pay on the current contract?

***State’s Response:*** *The current minimum wage is: $13.00 for guards and $15.00 for guard supervisors.*

**Vendor Question 21.**  Can the current Guards be retained?

***State’s Response:*** *This information is currently unavailable.*

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All else remains as on original Invitation to Bid.

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**This addendum is hereby officially made a part of the referenced SOLICITATION.**

**ACKNOWLEDGEMENT:** If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REVISION:** If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756, and indicate the RFx number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

**Revisions received after bid opening shall not be considered and you shall be held to your original bid.**

Revision:

For: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: MICHAEL ASNES

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