



RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:

Legislative Affairs Agency
State Capitol
120 4th Street, Room 3
Juneau, AK 99801-1182
Attn: JC Kestel

DATE AMENDMENT ISSUED: May 27, 2022

RFP TITLE: RFP 655 - Anchorage Legislative Office Building Armed Security Services (RFP 655)

RFP OPENING DATE & TIME: 11:30am AK Time Monday, June 6, 2022

The following contains additional information, changes, or additions to the Request for Proposals (RFP):

1. On Page 6, sec. **1.09 PROPOSAL SUBMISSION, DELIVERY, AND ACCEPTANCE**, fifth paragraph, is amended to read as follows:

Emailed proposals must be submitted as an attachment in PDF format. The PDF document should be named in a format such as "Offeror A – Cost Proposal for RFP 655.pdf" (Offeror A is the name of the Offeror).

2. On Page 14, par. **2.02, 4. a. General Terms and Conditions of Ensuing Contract**, is amended to read as follows:

- a. Term: The contract will not take effect until signed by the Executive Director or her designee. The initial term of the contract is July 1, 2022, through June 30, 2024. The Agency will have five (5), one (1) year renewal options that can be exercised at the Agency's sole discretion and at any time during the initial term of the contract or during a renewal term of the contract. The Agency shall exercise its renewal option(s) under this paragraph by giving the Successful Offeror written notice before the expiration of the term during which the option is exercised. Prices shall remain firm for the initial term of the contract. **If the contract is renewed, the Agency approves the renewal, and the Project Director approves the price increase, the price to be paid to the Contractor for the renewal year will increase three (3) percent from the contract price for the year before the renewal year. All other terms and conditions of the contract will remain the same. The renewal price increase is not automatic and must be approved by the Project Director.**

3. On Page 23, par. **2.03, 3. Specific Description of the Services**, is amended to read as follows:

3. Specific Description of the Services: Security Guards performing under this contract represent the Alaska State Legislature and must conduct themselves in a courteous and professional manner. On duty Security Guards must always maintain a commanding presence to the public. Proper utilization of the ALOB's various security systems require well trained, skilled individuals. In addition to the Security Guard requirements of 13 AAC 60, specific requirements of Security Guards performing under this contract are outlined in the AOPM along with other safety and security measures as requested by the Project Director. The Security Guard on duty each day will be responsible **for** the general safety of the ALOB by the general practices outlined in the ALOB Emergency Evacuation Procedures to assist with emergencies or evacuations at the ALOB and for raising and lowering the ALOB's flags at the beginning and end of their shifts.

4. The following questions or comments were received by the Procurement Manager from potential Offerors in writing prior to the deadline for written questions:

- i. *RFP Question - 2.02.5 and 2.02.11.p - Will the agency coordinate and/or fund the DPS training and qualification required in AAC 60.085 and 60.110 if Agency issued duty weapons or less-lethal tools are used by the contractor? Para. 2.02.12 does not specify.*

Response: The Agency intends to issue the following firearm and ammunition (ammo) to the Security Guard stationed at the ALOB:

- Firearm: Glock, model 17, 9mm, with night sights and three (3) pistol magazines
- Ammo: Winchester, Ranger, 9mm, 147 grain

The Agency will consider approval for the use of Contractor-issued or personal firearms with similar specifications by the ALOB Security Guard. The Agency must approve all non-Agency issued firearms and ammo used. If the Agency does not approve the use of Contractor-issued or personal firearms, the Agency will cover the expenses related to the required weapons qualifications as required by 13 AAC 60.

- ii. *AOPM Question - 2.1 Please provide the training requirement documentation regarding Federal Protective Standards and acceptable equivalents. We would like to review it.*

Response: The training will be provided online. Upon issue of this Amendment 1 to RFP 655, the Procurement Manager will provide a copy of the Federal Protective Services Protective Security Officer SMART Book (FPS PSO) to all potential Offerors that have registered for the solicitation.

Security Guards of the successful Offeror will be able to complete the training on duty at the ALOB security desk. The Agency will cover expenses for the required training. The Agency's Project Director must approve all training expenses for each Security Guard and

all other eligible personnel of the contractor prior to initiating any Agency paid for or provided training sessions.

- iii. *AOPM Question - 3.B Please clarify scope of checks and approximate time required per check. 15min? 1hr? Are all checks standard? Do the night and weekend checks have different requirements?*

Response: The Agency does not have a time requirement or exact list to be followed during security checks, however, the on-duty Security Guard will be responsible for checking all exterior doors before and after the ALOB opens and closes for business each day. The Agency encourages the Contractor to avoid setting routine or exact timing of the daily, nightly, and weekend security checks by Security Guards that could be observed and used by others to circumvent security protections. The daily security logs can be used by the Contractor and the Agency to determine if some areas of the premises are not being checked frequently enough and adjust the Security Guard rounds or nightly and weekend security checks as needed.

- iv. *APOM Question - 12 Will medical kit checks, inventory, and replacement be conducted during normal duty hours by the officer on duty?*

Response: Yes. The Agency's intent is for the Security Guard to be familiar with the contents, location, and keep the contents stocked and up to date. The Agency will provide all contents for medical kit replenishing.

5. All other terms and conditions of RFP 655 will remain as written.

In order for your proposal to be considered responsive, a signed copy of this amendment, in addition to your proposal, must be received by the issuing office prior to the opening date and time.

JC Kestel
Procurement Manager
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NAME OF COMPANY

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME

DATE