

Questions for City of Lacey WA

1. Who is the incumbent? **PPS Security** What are the hourly rates currently being billed? **The current contract bills monthly, not hourly, for a total of \$25,512 annually**
2. What is the budget for this service? **Currently budgeted for \$25,512 per year**
3. How much has been paid in the past year for this requirement? **The previous contract of \$25,512 annually is the most Lacey has paid for this service.**
4. Is there a prevailing wage for this requirement? **Yes**
5. What is the anticipated level of effort? How many hours were utilized at each location in the past year? **Unknown. We do not track hours for contracted services.**
6. Are all guards unarmed and/or is there ever a need for armed guards? **There is no need for armed guards.**
7. What is the format for the Cost Proposal? **A spreadsheet within the PDF articulating the expected costs will be sufficient.** The RFP asks for a monthly and annual cost – what is the anticipated level of effort/anticipated number of hours per location? **Unknown**
8. Is the cost proposal part of the 10 page limit? **Yes**
9. What equipment will the City provide and what is expected to be provided by the Contractor? **The City will provide keys and replacements as necessary. The service provider will provide all additional materials and personnel necessary for requested services.**
10. How closely located are the locations needing services listed under Site Specific Instructions? **All locations are within a 3-mile radius and are located in the City of Lacey city limits. The distance between the two furthest parks is an 8.5 mile drive.**
11. What challenges, problems or issues are there at any of the locations? **Rainier Vista Community Park, Woodland Creek Park, Long Lake Park and Homann Park experience regular vandalism that requires service provider to document and report. Rainier Vista, Huntamer Park and the Depot experience lock ins that service provider must resolve or contact the police. Periodically there are also unattended vehicles left at the parks that service provider must also document and report. Lastly, the Regional Athletic Complex varies on when the gates and bathrooms can be closed and locked depending on user groups. Service provider will need to be flexible on when the services can be provided at this location.**
12. What are the protocols in the event of acclimate weather? **The Parks Maintenance Supervisor will be in contact prior to expected inclement weather events to communicate expectations for opening and closing. Typically, gates are left closed and locked during snow events. Unexpected weather events will require the service provider to use best judgement regarding ability to provide requested services. If the services are altered or unable to be provided, the service provider will contact the Parks Maintenance Supervisor.**
13. What other possible locations, services or events might be added? **The existing contract was amended for a time to include nightly patrol services for the City of Lacey's Maintenance Service Center after a series of break ins.**
14. Are there any other standard forms or other submittals that are required to be submitted as part of the proposal? **No**
15. How long does it take to get a Business license from the City of Lacey should we be awarded? **Up to 10 business days from date of receipt.**