



Governors Island Security Services RFP

BID CLARIFICATION NO. 1

To: Consultants
From: Christopher Kuehn, Procurement Manager
Date: July 26, 2019
Subject: Bid Clarification No. 1
Reference: Governors Island Security Services RFP

Intent: **This clarification is a part of the Contract Documents and modifies the original RFP Documents. Acknowledge receipt of this clarification by initialing in the space provided below and returning a copy with your proposal. Failure to do so may result in disqualification of proposing company.**

Question 1: Please send the excel version of the fee proposal spreadsheet.

Answer 1: See attached.

Question 2: Please provide the attendee list of the Pre-Bid meeting.

Answer 2: See attached.

Question 3: Who is the incumbent? When was the current agreement executed, and can a copy of that agreement be distributed?

Answer 3: MSA Security. The current contract was executed in July of 2013. A copy of that agreement will not be disclosed.

Question 4: Who are the subcontractors on the current contract?

Answer 4: There are no subcontractors associated with the current contract.

Question 5: What are the current bill rates?

Answer 5: Current bill rates will not be disclosed.

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Question 6: What are the current pay rates?

Answer 6: Current pay rates will not be disclosed.

Question 7: What is the total dollar amount of the current contract?

Answer 7: The total dollar amount of the current contract will not be disclosed.

Question 8: Please provide a breakdown, by year, of the amount of yearly hours that have been actually billed under the current contract.

Answer 8: With the expansion of security operations on the Island over the duration of the existing contract, this data is not applicable to the preparation of proposals for this RFP. Please utilize the schedules and hours identified in the RFP, specifically Exhibit E, for preparation of your fee proposal.

Question 9: What is the anticipated start date?

Answer 9: November 1, 2019.

Question 10: In Exhibit A, the Public Access Saturday, Sunday and Holiday schedule lists a BMB Traffic Queue post as 8:00PM – 4:00PM. Please confirm that this should be 8:00AM – 4:00PM.

Answer 10: Confirmed. The attached spreadsheet reflects this correction.

Question 11: Please provide the current tenured list of all employees.

Answer 11: Current tenured list will not be disclosed.

Question 12: Please clarify that all positions should be paid based on New York City Prevailing Wage.

Answer 12: Per page 9 of the RFP, all positions, where applicable, should be paid at minimum the prevailing wage based on New York State Labor Law.

Question 13: Please list the current prevailing wage category for each position.

Answer 13: The current prevailing wage schedule for armed and unarmed guards can be located on the New York State Department of Labor website.

Question 14: Please list the current Director of Security wage and total compensation.

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Answer 14: The current Director of Security's wage and compensation will not be disclosed.

Question 15: Will armed Public Safety Coordinators wage be based on the Armed Prevailing Wage category?

Answer 15: Per page 9 of the RFP, all positions, where applicable, should be paid at minimum the prevailing wage based on New York State Labor Law.

Question 16: Are the TWIC costs per employee billable?

Answer 16: The costs of any certifications and training that will be billed to the Client should be included in the billable rates for all employees.

Question 17: Is training billable?

Answer 17: The costs of any certifications and training that will be billed to the Client should be included in the billable rates for all employees.

Question 18: How many hours are allocated to pre-post assignment training and on the job training?

Answer 18: Per page 7 of the RFP, the Proposer's approach to training should be included with their proposal.

Question 19: Please confirm the hours per week for year round coverage.

Answer 19: Hours per post are detailed in Exhibit E of the RFP.

Question 20: Please confirm the hours per week during the public access season.

Answer 20: Hours per post are detailed in Exhibit E of the RFP and are designated for both public access and non-public access season.

Question 21: Please list the start and end of the public access season.

Answer 21: The public access season is defined on page 2 of the RFP as May 1 through October 31 yearly.

Question 22: The hourly billable rates worksheet asks for 5 years of pricing; the prevailing wage schedule for those upcoming years is not available. How should we apply pricing for these years?

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Answer 22: It is each proposer's decision how they would like to calculate billable rates for future years of the contract.

Question 23: Can the vendor adjust pricing based on prevailing wage increase in upcoming years?

Answer 23: Billable rates will be contracted based on the rates submitted in the proposal.

Question 24: Is the site covered by a Collective Bargaining Agreement? If so, what union and local?

Answer 24: The site is not currently operating under a Collective Bargaining Agreement.

Question 25: Do the existing security officers have valid TWIC cards?

Answer 25: Yes, existing security officers possess valid TWIC cards.

Question 26: Will you look for the contractor to retain the current Director of Security?

Answer 26: The successful contractor will be allowed to retain employees that they feel are a fit for the project.

Question 27: Are there specific certifications required such as First Aid, CPR, AED, or OSHA?

Answer 27: Permanent staff should be certified in First Aid, CPR, AED. Osha Training is not required.

Question 28: Is the holiday security coverage billed at an overtime and/or holiday rate?

Answer 28: Proposers should indicate if holiday coverage will be billed at a higher rate.

Question 29: Will TGI supply it's own logbooks?

Answer 29: Contractor will supply.

Question 30: Regarding drug testing, how many panel screens are required?

Answer 30: The Contractor will adhere to their own internal Drug Test Policy.

Question 31: Is the contractor responsible to backfill/cover the Director of Security position when he or she goes on vacation?

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Answer 31: No

Question 32: Are performance and payment bonds required?

Answer 32: No.

Question 33: Other than state mandated training requirements, please advise as to the requirement of any other contract or site-specific training prior to the commencement of work.

Answer 33: Lift Bridge Training, Onboarding training for PA Staff, Customer Service Training.

Question 34: Will there be a requirement for a Fire Guard at any of the sites? If so, what certifications are required?

Answer 34: Yes it will be required at the Battery Maritime Building. Requirements needed are F-03 and F-04.

Question 35: Will the contractor be required to pay prevailing wage rates for all positions? If not, please clarify which positions fall under prevailing wage.

Answer 35: All positions shall be paid, at minimum, the prevailing wage rate identified by the New York State Department of Labor.

Question 36: Will the contractor be required to provide certified payroll documentation for every pay period, or on demand?

Answer 36: The contractor will be required to submit certified payroll with all pay requisitions.

Question 37: Will the Director of Security position be armed?

Answer 37: Yes

Question 38: For positions designated as "armed", can unarmed pricing also be included for consideration, in addition to armed?

Answer 38: To ensure that all Proposers submit comparable proposals, please provide pricing based on the posts and schedules identified in Exhibit E.

Question 39: What is the anticipated award notice date?

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Answer 39: Award is anticipated in early September, to ensure adequate time for contract execution.

Question 40: Will the contractor be required to operate the lift bridge?

Answer 40: Contractor will need to know how to operate the lift bridge if necessary.

Question 41: The exemption certificate provided, form ST-122, has a checked box for tangible personal property. Why would a security services vendor rely on that exemption, as the RFP is for the purchase of services and not tangible property?

Answer 41: Please refer to page 9 of the agreement (Exhibit B) for instructions related to purchases made on behalf of the client for use in connection with the agreement.

Question 42: Are security services being re-sold on this project?

Answer 42: No.

Question 43: Please confirm that there is no exemption in New York State for sales tax on security services.

Answer 43: Per the ST-119 Exempt Organization Certificate, the Trust for Governors Island is exempt from payment of New York State and local sales and use tax.

Question 44: The proposed contract is between LiRo and the security services provider, is that the final format of the contract or will the security services provider have a direct contract with The Trust for Governors Island?

Answer 44: The contract included as Exhibit B will be the final form of contract.

Question 45: Will redlining or altering the agreement result in an automatic disqualification?

Answer 45: Per pages 6 and 9 of the RFP, the agreement will need to be executed with no changes.

Question 46: If a subcontractor is used, will you accept their insurance? Does the RFP submitter need to be listed as an Additional Insured?

Answer 46: Certificates of insurance for subcontractors must be submitted, and must contain the same additional insured as the Proposer.

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Question 47: Is there a mandated provision for MBE, WBE or MWBE participation in this contract, and if so, at what level?

Answer 47: Please refer to Article 21 of the agreement for M/WBE goals.

Question 48: Understanding that the public access and non-public access seasons, demand scaling up or down in staffing, there was mention of other scaling for i.e. special events, etc. Is there any sort of scheduling of those events to assist the vendor in planning?

Answer 48: The programmed events and security needs change with each public access season, therefore there is currently no schedule for the duration of this security contract.

Question 49: Is there a desired page limit for the proposal submission?

Answer 49: There is no page limit. Proposals should concisely describe the Proposing firm's ability to meet all contract requirements.

Question 50: Will security be responsible to shelter and provide food to those left on the Island if the GI ferry is unable to operate due to mechanical failure, weather, or security incident?

Answer 50: The contractor will be required to shelter, but not feed these individuals.

Question 51: Does the NYPD and FDNY maintain a presence on Governors Island? Are there other law enforcement agencies such as the National Park Service?

Answer 51: NYPD has two patrol officers during Public Access. FDNY sends a crew of 4 on the PA Weekends only. School Safety Officers are present during the school year.

Question 52: Page 5, bullet 7, asks for FDNY Certification of Fitness as a fire guard for Field Construction Sites. Is this the current S-60 Watchperson at Construction sites?

Answer 52: Yes, at this time.

Question 53: Will security need to purchase radios? If so, how many are required?

Answer 53: Radios will be supplied to the security team.

Question 54: Does security need to have an FCC license or does TGI provide?

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Answer 54: TGI Provides

Question 55: Do we need to apply for a license to operate radios?

Answer 55: No.

Question 56: Does the island have a repeater?

Answer 56: Yes.

Question 57: Will Security be provided with a facility, and does the facility have a locker room or changing area for the officers?

Answer 57: Yes.

Question 58: Are all season's uniforms required for all officers: Rainwear, snow gear, gloves, etc.?

Answer 58: Summer uniforms shirts and jackets are provided.

Question 59: At the walk through it was mentioned that a Medical Director is required. Please advise on those requirements and specifications.

Answer 59: All staff operating as an EMT must have the oversight of a medical director. This ensures that all EMT's are properly certified. This entity also gives EMT's a resource to contact in emergency situations.

Question 60: Exhibit A – Page 15, Bullet 4 – What technical/water rescue certifications will be required for specialized patrols?

Answer 60: No certifications needed

Question 61: Please provide a list of all watercraft with permission to operate in and around the island other than the USCG.

Answer 61: None at this time

Question 62: If staff is required to provide chemical, biological, radiological, nuclear or CBRNE event response, what agency is responsible for containment and disposal?

Answer 62: NYPD and OEM

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Question 63: Is there a dispatcher/communications HQ on the island?

Answer 63: Yes, in the security building at 140. All communications are handled via radios provided by TGI.

Question 64: Is there any type of siren/notification system in place around the island in the event of a large scale incident?

Answer 64: Not at this time

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