

**ADDENDUM #1 for the Request for Proposals (“RFP”) for:
Provision of Security Services for the Illinois International Port District**

TO: All Prospective Bidders for Security Services Illinois International Port District

DATE: May 22, 2017

In response to requests received from potential bidders, the Illinois International Port District (the “District”) is herewith providing copy of the existing contract pertaining to Security Services, included at the end of this Addendum. Additionally, the following questions were received from a potential bidder in response to the Illinois Port District’s Request for Proposals (RFP) to Provide Security Services for the Illinois International Port District (the “District”). The answers to the questions are being provided to you as a potential bidder for the security service contract and to insure that all potential bidders have received the same information regarding the services to be performed.

1. What wages are currently being provided to the security professionals working at the IIPD?

ANSWER: The District has no response.

2. The IIPD requests a roving supervisor for each shift. However, those hours are not allocated within the list of sites or hours per week (HPW). How should the expense for that additional level of service be included within our submission?

ANSWER: The District has no response.

3. Since this agreement would be for a 3-year term, how will annual pay increases for the security professionals be handled by the IIPD?

ANSWER: The District has no response.

4. Please clarify how many vehicles in total the IIPD requires. As written, the RFP states three (one per site plus the supervisor). However, during our site visit, we were led to believe that one vehicle was sufficient. Can you provide greater insight to your expectations?

ANSWER: Please refer to the RFP; one vehicle per site, and one for the supervisor.

5. How will fuel and maintenance expenses for the vehicle(s) assigned to the IIPD be handled? Should those be included within the bill rate?

ANSWER: The District has no response.

6. Can the IIPD provide an estimate as to the monthly fuel expense of the vehicle(s) assigned to its sites?

ANSWER: The District has no response.

7. What screening and background requirements does the IIPD require of its security partner?

ANSWER: Please refer to the General Respondent Requirements within the RFP.

8. Can you please clarify Section B. General Respondent Requirements, #4? Is the IIPD requesting a Supervisor for 40 HPW in addition to the roving security supervisor who is required for each shift? If so, how should this expense be included within our proposal?

ANSWER: Please refer to the RFP.

9. Please define the total hours of training required by the IIPD for the officers at your sites.

ANSWER: Please refer to the General Respondent Requirements within the RFP.

10. Is there training required by IIPD or is the training program at the discretion of the contractor?

ANSWER: Please refer to the General Respondent Requirements within the RFP.

11. What are the IIPD's top three criteria, in order of importance, in determining the winning bidder of this RFP?

ANSWER: The District has no response.

12. Given the M/WBE requirements, how does the IIPD envision allocating the hours so as to meet your goals?

ANSWER: The District has no response.

13. The Proposal Form is dated for November 1st, 2013 – will that form be updated for this submission or should we use this form?

ANSWER: The District has included a revised Proposal Form document at the end of this Addendum entitled, "Revised RFP Enclosure 1", which respondents should use in responding to the RFP.

14. What challenges has IIPD experienced with its current security services provider?

ANSWER: The District has no response.

15. If retained, will the benefits of the Security Professionals (vacation, health & welfare) be grandfathered? Is the IIPD willing to cover the additional costs associated with grandfathering the Security Professionals? Should that expense be included in the bill rate or direct billed?

ANSWER: The District has no response.

16. What are the IIPD's payment terms (Net 15, Net 30, etc.)?

ANSWER: The District's payment terms are net 30 days.

17. Is TWIC certification necessary for all employees at submission of RFP or beginning of the contract?

ANSWER: A TWIC card is required before any security guard commences employment.

"REVISED RFP ENCLOSURE 1"

**ILLINOIS INTERNATIONAL PORT DISTRICT
REQUEST FOR PROPOSALS TO PROVIDE SECURITY SERVICES
PROPOSAL FORM**

NAME OF FIRM: _____

ADDRESS OF FIRM: _____
(No Post Office Box Number)

CONTACT INDIVIDUAL _____

PHONE NO. _____ FAX NO. _____

Based on the attached Illinois International Port District Request for Proposals dated March 31, 2017, our proposal to provide security services consistent with this document is \$_____ per hour, per security guard.

Additionally, we have attached copies of our: (1) Qualifications, (2) City and State Licenses, (3) Articles of Incorporation or establishment of the firm, (4) Listing of Litigation over the past five years, (5) Listing of clients and references, (6) Copies of Insurance Certificates, and (7) Listing of type of communication equipment to be provided, and (8) Ownership Disclosure.

SIGNED: _____ DATE: _____

TITLE : _____

NOTARIZED: _____ DATE: _____
(seal)

Note: All proposals must be sealed and marked in large letters:

SECURITY SERVICES PROPOSAL ENCLOSED