

**Addendum No. 1 – Submitted Questions and \*Answers**  
**May 10, 2019**  
**Napa County Inmate Watch Security Services RFP**  
**RFP No. CORRSH051901**

Q1. Do you currently have a provider or is this a new service request?

A1. Napa County has a current vendor.

Q2. Who is the Incumbent Security Company and how long have they had the contract?

A2. Napa County has had an agreement with current vendor, SVT Gruppe, Inc., since 2008.

Q3. Can you provide any estimated or projected quantity of guards and guard hours that will be completed per shift, day or duration?

A3. The four-year average hours of service is approximately 3,112 hours per year. Guard services are dependent upon the need for an inmate to be transferred to a hospital and their condition. Most inmates only require one guard; however, it is up to the company to provide breaks for their guard. Hours can vary from one hour to a couple of months or more.

Q4. Attachment A item I – Description of Services: Please clarify the less than one hour response time requirement? Does that mean from notice to contractor to deploy guard that the response time to destination, including outside Napa County, must be completed in under one hour? Will failure to meet that timeline penalize contractor in terms of hourly rate compensation for that guard?

A4. Response time from the time a request is placed to the time a guard arrives onsite should be one hour or less if going to Queen of the Valley Hospital or another medical facility within the city of Napa. If the facility is outside Napa, time may vary depending on facility location. Failure to meet a timeline will result in no compensation for travel time; compensation would be calculated upon guard's arrival at the facility.

Q5. Attachment A -General Requirements 1) minimum Qualifications – D: Please advise how many manhours will need to be allocated for the training referenced and will those hours be billable under this contract?

A5. Training is approximately 1 ½ - 2 hours. The training is a requirement of the contract services prior to starting guard service and is not billable under the contract.

Q6. Attachment A – Equipment – Item 4: Please clarify what type of vehicle is required? Is this vehicle to be used for inmate transport or will an alternative county vehicle be provided? If contractor is required to provide a specialized transport vehicle for inmates, please specify and advise the projected number of vehicles required?

A6. There is no vehicle requirement, as the Sheriff's Office is responsible for inmate transport. Guards will need to get to and from medical facilities however the contractor deems necessary.

Q7. Attachment B – C. Pricing Information – The RFP requires submission of hourly rates as defined: Does the County have any projections of guard shift hours per man that should be expected? Does the County have any projections of total headcount necessary to support the contract? In establishing the rates as requested, does the County have any wage determination rates that the contractor must be in compliance with?

A7. The four-year average hours of service is approximately 3,112 hours per year. Guard services are dependent upon the need for an inmate to be transferred to a hospital and their condition. Hours can vary from one hour to a couple of months or more. There is nothing beyond applicable minimum wage at this time.

Q8. Please provide the current bill rate per hour for the existing Guard Services?

A8. The current hourly rate for guard services is \$39.00.

Q9. Do you require any type of vehicles for any of the locations?

A9. A vehicle is not required. See also Question 6 (Q6) and Answer 6 (A6).

Q10. Does the cost of living for the city reflect that the security company pay employee's minimum cost of living amount per hour?

A10. There is nothing beyond applicable minimum wage at this time.

Q11. Is there a county payment cap amount for fiscal year 2018 for these services?

A11. The current service agreement does not include a payment cap. However, there are no guaranteed sums.

*\*All historical information is provided for informational purposes only and shall not be construed as a guarantee.*

**This Addendum must be signed as acknowledged and submitted with proposal.**

Acknowledged \_\_\_\_\_ Date \_\_\_\_\_