

REQUEST FOR PROPOSAL NO. PS20210888
SECURITY SYSTEMS

QUESTIONS AND ANSWERS NO. 3

ISSUED ON: NOVEMBER 26, 2021

Q1	Approximately how many radios are currently in use by security personnel daily? This does not include those providing security coverage for special events.
A1	The type of communication device is not prescriptive. It is upon the Proponent to determine the equipment to be utilized to ensure adequate two-way communication can be maintained at a site level to ensure effective operations and to support a safe working environment for the deployed staff.
Q2	We understand that security vehicles are required to be equipped with surveillance equipment. Could you clarify what specific equipment is needed?
A2	The reference to surveillance equipment includes the ability to monitor and record the activities of an established area, group or individuals with basic functionality. This would be expected to include the ability to digitally record activities in writing, with photographs and video functionality with quality to reasonably identify the activities/persons being monitored. This does not constitute an advanced or professional level surveillance equipment or deployment.
Q3	Page B-56 identifies the Dedicated Contract Manager, Dedicated Field Manager and Dedicated Coordinator as members of the Security Contractor Team. Could you clarify whether these three positions can be billed to the City?
A3	VPL's expectation is that any management costs would be included in the rates provided in Part C.
Q4	On the Excel document Part C - APPENDIX 2 - QUESTIONNAIRE where we enter our responses the cell has limited space and row height to allow for longer responses to be visible. How would you like us to complete/enter longer answers?

A4	Proponent is requested to insert a line for longer answers.
Q5	Can you confirm Part C - Form of Proposal (Pages 144-167 of the RFP PDF Document) are also to be completed and submitted with the Part C Excel Documents
A5	Yes, the Proponent is requested to complete Part C - Form of Proposal and submitted as per Part A - Section 4.0 - Submission of Proposal and Amendment #1.
Q6	For Requirement E, are all VPL Tier 2 guards considered Shift Supervisors
A6	Yes, they are considered shift supervisors. In addition to the regular duties, the shift supervisors will lead the Saturday/Sunday - 7:00 am - 3:00 pm shift and the Sunday - Saturday 3:00 pm - 11:00 pm shifts by creating the guard rotation and taking the lead during security incidents.
Q7	For Requirement E, please detail the coverage for statutory holidays. Are all shifts filled or is there reduced coverage?
A7	There is reduced coverage at the Central Branch and there is no coverage required at the Strathcona Branch. Eight Hour shifts of two guards each for the 24 hours of statutory holidays.
Q8	For Requirement E, the RFP states that the Federal Tower is to be covered from 7:00 am - 7:00 pm Monday to Friday. This coverage does not seem to be detailed in the schedule provided. Is this coverage done via the Guard 1 positions listed and they move from one floor/location to another, or was this position missed in the schedule.
A8	The position is to be filled by 1 guard from 7am-7pm. This is an additional guard position. Refer to Amendment #2 and Part C - Commercial Proposal - Revised November 25, 2021.
Q9	For Requirement E, are special events covered by ad-hoc services using Tier 1 and 2 Guards or are events covered by specific special events guards. And if special event guards are these to be provided by the Supplier for Requirement E or as part of general events listed in Requirement B.
A9	A combination of Tier 1 and Tier 2 guard will cover almost any special event VPL might have.