

PURCHASING DEPARTMENT

The bid listed below has had addenda issued. Documents are available over the Internet at <http://www.bid.ci.norwalk.ct.us>. Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe. A link to the Adobe site is provided on the internet bid page. This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. The document number to request will be the same as the project number indicated above.

| Project # | Addendum # | # of pages | Original Issue Date | Request Doc # |
|-----------|------------|------------|---------------------|-----------------------|
| 2950 | 1 | 4 | April 14, 2010 | 1001 - see text below |

| | | |
|-----------------------|--|--------------------|
| Date | April 30, 2010 | |
| Project Number | 2950 | |
| Addenda Number | 1 | |
| Deadline | 2:00 pm | May 4, 2010 |
| Project Title | Security Guard Services at City Hall & Norwalk Public Library Locations | |

This Addendum is a contract document modifying previously issued documents, which remain in full force except as specifically modified below.

Quotations appearing on the Proposal are to reflect the provisions of this Addendum. Failure to acknowledge receipt of this Addendum in the space provided on the response sheet may subject candidate to disqualification.

Response to Questions

- Question:** Regarding the 'Library Proposal Lump Sum', the scheduling looks as though it is for 76 hpw per site (2) or a total of 152 hpw's (hours per week). Yet, in the RFP it explains security coverage will be kept to a 40 hpw for each building for a maximum of 80 hpw. How many HPW is the "Library Lump Sum" to be based upon?

Response: *Working hours for security coverage will be based on a 40 hour work week for each library building, i.e. for a maximum of 80 hours of security.*

2. **Question:** What are the hourly wages currently paid to the guards?

Response: *The current contractor determines the rates paid to their employees, the guards.*

3. **Question:** Why is the rate \$15.76 at City Hall and then higher at \$16.56 at the Library locations if they are all working 40 hours per week?

Response: *(See response to Question #2.)*

4. **Question:** You ask for lump sum charges for the next 5 years. We will need to know what the anticipated annual increases in the living wage in order to incorporate that in the bill rate. Can you help with that please?

Response: *Please be advised the U.S Department of Health and Human Services announced that Congress has extended the 2009 Poverty guidelines to May 31, 2010. The 2009 guidelines should have expired March 31 2010; however, due to the decline in the average Consumer Price Index for 2009, calculation of the 2010 poverty guidelines would result in guidelines that are lower than the 2009 guidelines.*

The only precedence here would be to review the rate of increase for the Federal Register poverty threshold for a family of four over a number of years and arrive at an average rate of increase. You would then use this average increase as the rate of increase going forward. The poverty thresholds are based on the average CPI for the prior year. Below are historicals for 4 years calculation of the 2010 will present a dilemma due to the decline in the average CPI for 2009.

| Poverty Thresholds | |
|--------------------|-------|
| 2005 \$ 19,350 | |
| 2006\$ 20,000 | 3.36% |
| 2007 \$ 20,650 | 3.25% |
| 2008 \$ 21,200 | 2.66% |
| 2009 \$ 22,050 | 4.01% |
| Average | 3.32% |

5. **Question:** Will you please let me know if the bidder has to comply with Norwalk Living Wage Ordinance that stipulates the current living wage to be \$12.19 per hour with comprehensive health care benefits, or \$15.19 without health benefits.

Response: *The awarded contractor must comply with the City of Norwalk's Living Wage Ordinance.*

6. **Question:** The City of Norwalk currently pays \$15.76; what is the prevailing wage being paid?

Response: *The current contract does not include prevailing wage rates.*

7. **Question:** Are there any holidays paid if not worked that the City of Norwalk recognizes?

Response: *The City of Norwalk does not provide any paid holidays to the guards.*

8. **Question:** In Section E, it reads, "Attach a list of comparable projects you have completed within the past four years giving the following information for each." What type of information are you looking for?

Response: *Please list accounts similar to that of Norwalk City Hall that your company currently manages, or has managed over the past four years.*

9. **Question:** Is the Contractor responsible for providing any particular hardware?

Response: *We are not aware of the hardware that may be referred to in this question.*

10. **Question:** Can we get a description of the required minimum health benefits?

Response: *The City does not establish required minimums for benefits provided by the contractor.*

11. **Question:** Is Lump Sum pricing to be based on a 40 hpw/52 week schedule?

Response: *Yes.*

12. **Question:** What are the hpw for coverage in the current contract?

Response: *On average 40 hours per week at City Hall. On rare occasion (Snow Storm) some weeks may be less. Weekend requirements for coverage could range between 8 and 32 hours depending upon the schedule of events for Concert Hall use.*

Current library-portion of the contract is for 40 hpw at Main Library and 4 hpw at Branch Library. Next fiscal year, 2010-2011, depending on outcome of operation budget process, would be for 40 hpw at Main Library and either 19.5 or 40 hpw at South Norwalk Branch Library.

13. **Question:** Are the current billing rates inclusive of the Norwalk Living Wage Ordinance?

Response: *No.*

14. **Question:** Would the City of Norwalk consider awarding two separate contracts for this project; one for City Hall and the other for the Library?

Response: *No, one contract will be awarded for both locations.*