

**CUBA INDEPENDENT SCHOOL DISTRICT  
P.O. BOX 70  
50 COUNTY ROAD 13  
CUBA, NEW MEXICO 87013**

**July 8, 2022**

**RFP 2022-01 Security Services  
Response to Questions**

- There are two due dates noted for RFP#2023-01 proposal submittal deadline, July 18 and July 15. Please clarify which is correct.

[July 18, 2022 4PM.](#)

- Page 4, I. OVERVIEW, paragraph 1: It is noted that CISD may require on-site “coverage for hosted events, special events, possible scheduled patrols after regular hours and on weekends”. Please provide a sample list of events and an estimate of how frequent, the number of officers, and hours.

[This will be determined on a case by case basis. We will typically relay this information as soon as it becomes available.](#)

- Page 4, II. SCOPE OF WORK, paragraph 1: Please clarify, “CISD requires a minimum of ONE (1) full-time equivalent each school day...” Is this a minimum of (1) security professional per school or for the entire campus (elementary, middle, and high school)?

[Entire campus.](#)

- Page 4, II. SCOPE OF WORK, paragraph 2: Does CISD intend for the Contractor to provide services on days when school is not in session (i.e. holidays, vacation breaks, in service)

[No.](#)

- Page 4, II. SCOPE OF WORK, paragraph 3: How much notice does the District intend to

provide for special event coverage?

We will typically relay this information as soon as it becomes available.

- Page 4, II. SCOPE OF WORK, paragraph 3: If short notice is provided for special event coverage, i.e. less than 72 hours, will Contractor be permitted Overtime bill rates?

No.

- Page 5, III. SPECIFIC CONDITIONS, A. Contract Term: Does the District expect that the quoted pricing will apply with respect to any and all of the one-year renewal terms?

Yes.

How will rate increases be addressed for each renewal term? Will the Contractor also be permitted to raise rates when and as needed to recoup increases in the following costs that are outside of the Contractor's control: Federal, state or local taxes, levies, or required withholdings; costs under collective bargaining agreements; minimum, prevailing and living wage rates and other statutory requirements, such a legally mandated sick leave costs; and medical and other benefit costs?

Rates are negotiable for each renewal term.

- Page 8, IV. CONDITIONS GOVERNING THE PROCUREMENT, A. SEQUENCE OF EVENTS: What is the anticipated number of days from contract execution to start?

20 days.

- Page 9, IV. CONDITIONS GOVERNING THE PROCUREMENT, B. EXPLANATION OF EVENTS, 4. Deadline to submit written questions: Please note that the time listed in this location differs from the time provided in the Sequence of Events on the previous page.

Noted. All questions were submitted well before 4pm on July 1, 2022.

- Page 11, IV. CONDITIONS GOVERNING THE PROCUREMENT, B. EXPLANATION OF EVENTS, 13. Protest Deadline: States "The fifteen (15) day protest period for timeline

offerors shall be within fifteen days following the notice of contract award.” Please clarify, is the protest period of listed in calendar days or business days?

The protest period is in calendar days (unless the filing date falls on a weekend or federal holiday, in which case the protest is due on the next working day).

- Section IV.C.15 on pages 13-14 of the RFP refers to the “RFP Sample Contract,” but that document does not appear to have been provided as part of the RFP. Please provide a copy of the Sample Contract.

The sample contract would be something that the offeror would submit with the proposal. If a sample contract is not submitted, then this language is not applicable.

- Page 13, IV. CONDITIONS GOVERNING THE PROCUREMENT, C. GENERAL REQUIREMENTS, 15. Contract Terms and Conditions – 16. Offeror’s Terms and Conditions: Does the District have a template contract that can be distributed for review by bidders in advance of the due date for proposals? If so, may bidders submit contract exceptions with the proposal?

No, the district does not have a template contract.

- Page 18, 33. Preferences, Paragraph 2: Notes that the New Mexico Preference would not apply if federal funds were used. Does CISD intend for this contract to be subsidized with federal funds there in voiding the preference from evaluation?

No.

- We note the insurance requirements specified in Section III.J on page 8 of the RFP. Section V.C.1.g on page 20 of the RFP requires bidders to submit proof of general liability, motor vehicle liability and worker’s compensation coverage in amounts that “meet or exceed statutory minimums.” Do the insurance amounts specified in Section III.J satisfy the statutory minimums, or are higher amounts of insurance required?

The language referring to statutory minimums is specific to Worker's Compensation Insurance coverage.

PROPOSAL FORM PAGE 7: Is the School District exempt from payment of state and local sales and use taxes?

The District is tax exempt on tangible items only.

- PROPOSAL FORM PAGE 7: Does CISD require any vehicles be included in the hourly rates? If so, please provide the quantity and specifications (i.e. 2-person Golf Cart, AWD SUV, FWD sedan, patrol lights)

- o If a vehicle is required, please provide a list of specialized equipment required onboard (i.e. AED, First Aid Kit, Fire Extinguisher, patrol light bar)

Yes, everything that the offeror is proposing should be encompassed in the hourly rate. It is up to the offeror to determine the specifications of the vehicle. See page 6 Item III.D.

- PROPOSAL FORM PAGE 7: Aside from labor, benefits, and minimum required equipment for Armed LEOSA Officers (concealed Level III ballistic vest, company issued firearm, holster, ammunition are there any additional items that CISD expects to be included in the hourly bill rate?

Yes, see pages 5 and 6, Item III.C and III.D. It is up to the offeror to determine if other items should be included as part of the proposal. Costs offered shall be inclusive of all fees (except GRT) associated with the provision of services.

- o It has been our experience that some contractors within the state allow officers to carry their own personal equipment instead of company issued, regulated, and maintained. This can create a varying quality of equipment that can be a liability if not properly regulated. For safety standard purposes, will CISD clarify that the awarded Contractor would be required to provide Security Professionals on site with company issued use of force equipment (such as firearm, ammunition, vest, handcuffs, and OC spray/foam or baton).

This is an internal decision to be made by the contractor.

o Does the District have a preferred less than lethal option for standard equipment? i.e. OC spray/foam or baton

This is an internal decision to be made by the contractor.

o Will Contractor be permitted to bill for travel/commute time if Officers live outside of the local area? If so, should Contractor build this extra time into the hourly bill rate or would they be permitted to bill as incurred?

Yes, bill as incurred.