

**Request for Proposal (“RFP”)**  
**Armed/Unarmed Security Guard Personnel Services**  
**Asset Classes A [Parks and Recreation] & B [ Public Education]**  
**DCAM-23-NC-RFP-0005**

Addendum No. 05  
Issued: March 8, 2023

This Addendum No. 05 is issued by DGS on March 8, 2023. Except as modified herein, the Request for Proposals (“RFP”) remains unmodified and is hereby published on the DGS website.

**Item No. 1**

**Technical Evaluation Criteria**

*Delete in its entirety:*

Section M.2.2 Experience and Past Performance of the Contractor and its Team.

*Replace with:*

**M.2.2 Relevant Experience and Past Performance of the Contractor and its Team** **20-Points**

The Department desires to engage a Contractor with a minimum of three (3)-years relative experience, during the past (5)-years, providing armed/unarmed security guard personnel services for multi-asset property portfolios (whether commercial or municipal in nature) that are similar in nature to the Districts specific requirements, the scope as outlined and complexity based on scheduling needs and location/post sensitivity such as various Department of Human Services sites contemplated by this solicitation, all as identified in **Section [C]** – Performance Work Statement.

**M.2.2.1**

Offerors will be evaluated based on their demonstrated experience and shall provide at a minimum the following:

- (i) Provide a summary of the firm's organization and the firm's past overall experience as well as experience on similar or related Contracts. This summary shall include the number of hours per week and duration of the Contract. Include a *list*

of five (5) verifiable references on similar or related Contracts, including company or client's name, address, telephone number, and e-mail address of the contact person where the Contractor has provided armed/unarmed security guard personnel services over the preceding five (5) years.

- a. The Contractor's qualifications and experience shall include the documentation of respondent history, including capabilities in the area of services to be provided, size, and scope of operation.
- b. Similar experience, including Performance Work Statement that demonstrates an expertise in providing the required armed/unarmed security guard personnel services.
- c. Number of years in business.
- d. Number and category of security guards (armed SPOs, unarmed SPOs, and/or security officers).
- e. Average length of employment of security officers/guards

(ii) Provide a narrative outlining all Guard training to include but shall not be limited to the following:

- a. A detailed narrative of the firm's organizational requirements and procedures for training of the armed/unarmed SPOs/security guards. The District is most interested in all training beyond the minimum requirements set forth in DCMR 6A, Title 11.
- b. Include in the narrative the types of training the armed/unarmed security guards complete annually and the typical hours associated with the training. Emphasize any "specialized training" that is also part of the training program that may not be a part of the ongoing training required by the District.
- c. Discuss the training requirements of supervisors and if and how these requirements differ from that of the armed/unarmed guards.

#### **M.2.2.2**

The Offeror shall include with its Proposal a minimum of three (3) and no more than (5) Past Performance Evaluations from the Offerors client roster substantially in the form of *Exhibit J.21*. Offerors will be evaluated based on their demonstrated experience with: (i) providing armed/unarmed security guard personnel services for multi-asset property portfolios (whether commercial or municipal in nature); (ii) the availability, and length of experience of the Offerors proposed key personnel and other key staff, and (iii) a demonstrated and well documented capacity to delivery comprehensive security services with armed and unarmed guards who meet the all security protocol standards (comprehensive physical security, military training and law enforcement experience and training, etc.).

#### **M.2.2.3**

The past performance assessment will assess the confidence in the Offeror's member's ability (which includes, if applicable, the extent of its critical subContractors' involvement) to successfully accomplish the proposed effort based on the Offeror's demonstrated present and past work record. A critical subContractor is defined as any subContractor providing support for technical compliance which represents a significant out-sourcing of services. The Government will evaluate the Offeror's (including any critical subContractors') demonstrated record of Contract compliance in supplying services and products and that meet users' needs, including cost and schedule. The recency and relevancy of the information, the source of the information, context of the data and general trends in the Contractor's performance will be considered. More recent and more relevant performance usually has a greater impact in the confidence assessment than less recent and less relevant performance. For purposes of this evaluation, the Offeror shall demonstrate no less than (3)-years of contract experience; recency of experience shall be defined as active or completed efforts ***performed within the past five (5) years*** from the issuance date of this solicitation. The Government will perform an independent determination of relevancy of the data provided or

obtained. A relevancy determination will be made for each of the recent submitted Contracts, but the Government is not bound by the Offeror's opinion of relevancy.

**Item No. 2**

**Applicability of the 32BJ CBA and CBA Rider**

*Clarification*

For the avoidance of doubt and to provide clarification regarding the applicability of the individual 32BJ CBA and 32BJ CBA rider, The Department added and incorporated Exhibits J.6A and J.6B by Addendum No. 04. These Exhibits, J.6A and J.6B provide the list of locations, related CBA, and schedule for each location under the individual Asset Class Groups. The applicability of the CBA or the CBA rider for each location is subject to change pursuant to negotiations.

*Domonique L. Banks*

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March 8, 2023

Date

*~End of Addendum No. 05~*