

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF SUTTER**

**QUESTIONS AND ANSWERS**

**RFP Number: Sutter-2019-03  
Unarmed Security Services**

**April 4, 2019**

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**Question 1:** Is this a new contract or an existing contract?

**Court Response:** This RFP is for a new contract.

**Question 2:** If existing?  
Who is the current contractor?  
What is the current bill rate?  
Is there a current mandatory pay rate for the officers?

**Court Response:** Not applicable as this RFP is for a new contract.

**Question 3:** Since there are no hours of staffing can it be assumed you are looking at a basic hourly rate for officers?

**Court Response:** Staffing hours will be 8 a.m. to 5 p.m. with a one-hour unpaid lunch. Per RFP section 6.14, an hourly rate for the Guards and any other hourly rates that may apply must be included in the cost proposal, Attachment 8.

**Question 4:** Since there are no hours of staffing will this be an as needed contract or will there be a minimum set of hours weekly for officers?

**Court Response:** For two unarmed security guards, staffing hours will be 8 a.m. to 5 p.m. with a one-hour unpaid lunch Monday through Friday excluding court holidays. Please see Attachment 2, Standard Terms and Conditions, Section 2.2, Subsection E, for information regarding court holidays.

**Question 5:** We understand there are 2 officers on duty at the same time. Could you please tell us how many hours per week each officer works?

**Court Response:** Each officer will work 40 hours per week.

**Question 6:** Who provides the security screening equipment?

**Court Response:** The court provides the security screening equipment consisting of two (2) x-ray machines, two (2) magnetometers, and hand-held wands.

***END OF QUESTIONS AND ANSWERS***