

**City Of Cleveland  
Department Of Public Utilities**

**Request For Proposal – Access Control Assessment**

**Addendum No. 2**

**April 6, 2015**

**The proposal due date is April 10, 2015 by 12:00 p.m.**

Questions received since Addendum No. 1.

1. Are sub-consultants required to be utilized during the initial assessment process? Pg. 10 of the RFP states: “[T]he standard subcontracting goal for professional services contracts is 10% Cleveland Area Small Business (“CSB”) subcontractor participation.”
  - a. Are CSBs required to be a part of the project team for the initial access control assessment?
  - b. Can sub-consultants be utilized later in the project to implement any upgrades/maintenance of the access control system?

Answer: The 10% CSB participation is a goal. Proposers are expected to make a good faith effort to reach the goal (any questions contact DeAndrea Pruitt of OEO at 216-420-8657). This RFP is only for Access Control Assessment, any upgrades/maintenance, etc. that are recommended as a result of the assessment, will be part of another project.

2. A scoring criterion is identified in the RFP on pg. 19. Can the percentage breakout of this scoring be provided?
  - a. Is there a strong preference for local businesses utilization? The RFP has a separate address/label for a “If hand-delivered” option.

Answer: The percentage breakout has not been determined yet, but will be before any evaluation takes place. The CSB participation goal is based on utilizing Cleveland Area Small Businesses. The only address in the RFP is 1201 Lakeside Avenue, Cleveland, OH 44114.

3. Is there currently a firm doing separate security work for the City?
  - a. Will this firm be bidding on this opportunity?
  - b. Is this firm priming or subcontracting with a vendor proposing on this work?

Answer: This RFP deals only with an Access Control Assessment for the Department of Public Utilities, any other security work for the City is not germane to the RFP.

4. Can the approximate size (square footage) and locations (addresses) of each of the facilities identified on pg. 4 of the RFP be provided? We require this information to develop an accurate scope and fee.

Answer: The assessment is based on the number of access controls listed on pages 2 and three of the RFP, square footage is not germane to the scope of services. See Addendum No. 1 for contact information for site visits.

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5. On pg. 8 of the RFP, it states: "Unless absolutely necessary, copies should minimize or eliminate use of non-recyclables or non-reusable materials."  
a. In order to comply with these terms, does the City wish for submittals to be unbound?

Answer: We prefer bound, but unbounded is also acceptable.

6. Pg. 13 of the RFP states that the proposal shall have "a minimum of 5 continuous years of experience within the last 10 years of providing IT services described in this RFP."  
a. Does "IT services" refer to previous security consulting and design experience with security systems, such as access control, surveillance, duress/alarm, etc.?

Answer: Remove IT from the phrase. We are looking for consultants that have the experience needed regarding Access Control Assessment, not other services.

7. As a result of Addendum 1, it is our understanding that submittals are now due April 10 by 12:00 pm (local time).

Answer: Correct.

8. Can a full list of interested bidders be provided?  
a. Can the quantity of bidders be released?  
b. How many of these bidders are local?

Answer: The original mailing list had 77 firms of which 74 were Ohio based.

9. Is there an anticipated budget for this project?  
a. Have funds been allocated to cover this project's costs?

Answer: There is a budget, but we cannot release it. Proposers should submit based upon the details of the RFP.

10. Can a project schedule (start/finish date) and award schedule be provided?

Answer: Any schedules are to be determined.

11. Can we obtain a list of the questions from other bidders, as well as the answers?

Answer: Addendum No. 1 did not have any questions to answer, only in this addendum.

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