



# SOLANO

## COMMUNITY COLLEGE

*www.solano.edu*

**RFP 25-015**  
**Autotech Security Services**  
**Questions and Answers**

The following questions were asked during the voluntary walk-through:

1. Can the security officer use the bathroom inside the facility?
  - yes
2. Are there any college policies the security officer would have to enforce?
  - No. Just observe and report
3. Locking up at night and in the AM when the officer leaves procedures
  - Internal DPS officer will coordinate with security
4. Who to call for emergencies?
  - DPS duty phone while internal DPS are on duty and the Sheriff's Office when off duty

The following questions were asked via email:

5. How would you like us to bill for Holidays? Direct Billed as incurred?
  - This section of the RFP explains invoicing. The holiday billing would be included in the monthly billing.

2. **INVOICES AND PAYMENT.** The District shall pay Contractor an amount up to, but not to exceed, the maximum cost proposed by the Contractor and agreed to by the District. Contractor shall submit invoices for work performed, at the hourly rates agreed to, on a monthly basis for work performed.

6. Will the community college district update the pricing worksheet to include a column for the OT and Holiday Rate?
  - The section asking for additional rates can include the holiday rates.

*If charges for hourly rates for approved additional work are different than those listed above, specify these rates by position:*

<i>Classification</i>	<i>Hourly Rate</i>

7. In the RFP there is a requirement for daily supervision checks....At the site visit, Chief Travis said this is not a requirement. Please confirm Supervision of Security Professionals will be at the discretion of the provider.
  - Our DPS officer will coordinate/talk to the officer before our officer goes off duty. The contracted supervisor should check on their own officers to ensure they arrive to their post on time.