

RFQ 2025-002-AR

SSECURITY GUARD SERVICES

QUESTIONS AND ANSWERS

Q: About how many guards would be requested per shift?

A: **The number of guards needed per shift depends on the event or facility being covered. Typically, each facility rental or small event requires one guard per shift. When multiple events or rentals occur at the same time, this can result in multiple guards being needed across those simultaneous activities.**

Q: Will there be a calendar of events provided ahead of time?

A: **The City will provide dates when coverage is needed with as much advance notice as possible, however there will be occasions when coverage is requested with minimal notice (less than 48 hours).**

Q: Does the City have a preferred log-keeping platform?

A: **No, there is no current preferred platform.**

Q: Does the City require foot patrol services only, or will vehicle patrol services also be needed?

A: **Currently only foot patrol services are required, but vehicle patrol service could be considered in the future.**

Q: Does the City require armed security services, or will only unarmed security services be needed?

A: **The City is seeking only unarmed security services.**

Q: Regarding Attachment 2 (Insurance Requirements), does the City require us to provide a Certificate of Insurance at this time, or should we submit a statement confirming our compliance and acceptance of the insurance requirements?

A: **A statement confirming your ability to comply with the insurance requirements is acceptable, however providing the actual certificate and endorsements is preferable as it simplifies the contracting process.**

Q: Our company holds a valid California PPO license but does not currently have a City of Walnut Creek Business License. Are we eligible to submit a response to this RFQ and obtain the City's business license upon award of the contract?

A: **Yes, vendors are eligible to submit a response without a current license but are required to obtain one if selected.**

Q: Who is the current incumbent contractor, and what are their rates?

A: **The City does not currently have an incumbent contractor for these services and has historically contracted them as-needed with a variety of firms.**

Q: What is the applicable minimum wage for the City of Walnut Creek?

A: **\$16.50/hour**

Q: Are prevailing wage and living wage requirements applicable to this contract?

A: **No.**