

ADDENDUM # 2

PROJECT: Billings Public Library (BPL) Security Guard Services

#	Date	Reference Section	Question or Comment	City Response
1	4/18/2024	Summary, 1), page 9 of 19	The first paragraph references 3 to 6 non-business hour random exterior and grounds checks of the facility. Should this service be provided in a marked company vehicle? Is a 10-15 minute inspection sufficient, unless something out of the ordinary is encountered?	A marked vehicle is preferred, but an unmarked vehicle would be approved, as the patrolling guard would be in uniform. A normal exterior patrol (walking the perimeter of the building and driving the lot) typically takes around 10 minutes if there are no issues extending the guard presence.
2	4/18/2024	Summary, 1), page 9 of 19, subsection 3. Personnel Selection	Are there incumbent security officers that the City would recommend or request that a new security vendor solicit for employment, assuming a new company is awarded? Is the City able to share the current security officer wages?	The BPL is currently under contract with a private security company that employs the guards working at the library. Therefore, the BPL has no recommendation for guard solicitation. The BPL requires at least the minimum Prevailing Wage Rates per MCA be paid to the guards contracted at the library. Please see Attachment G, sample contract, page 17, section 9, specially paragraph 2 for the corresponding section in the MCA.
3	4/18/2024	Attachment B	The form asks for the Estimated monthly total for the normal schedule outlined above. Would you please confirm our accounting that this would be 102.75 hours of on-site coverage Mem.Day to Labor Day and 106.75 otherwise?	# of hours for normal weekly guard schedule: Memorial – Labor Day = 104.75/week. Labor – Memorial Day = 106.75/week.
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(Attach new bid price sheet or additional information, as needed)