

BAG CHECK AND GATE SECURITY SERVICES AT THE NEW YORK STATE FAIR FAIRGROUNDS

RFP #0137

Addendum 1 Issued March 23, 2016 Questions and Answers

**Please note that the questions that follow are taken directly from the emails received by the Department.*

1. I would like to FOIL the last year contract for these services. My Security company Phoenix Professional Protection will be bidding on this contract. Please let me know if this email is sufficient for my FOIL request. If not how should I go about doing that. **See 2015 Purchase Order attached for bag check services. Gate Security services were provided by temporary employees hired by the Department for the twelve days of the 2015 State Fair.**
2. What type of vehicles and how many will be required? Is vendor responsible to provide them? **Per Section 2.2.3 of the IFB, the selected contractor shall be responsible for providing golf carts or similar transportation to transport staff between gates. The Department does NOT provide the golf carts or similar transportation; the Department only provides up to three (3) golf cart permits (see response to question "3" below). All such vehicles must be approved by the Fair prior to use on the Fairgrounds.**
3. There was a mention of Golf Cart permits, is vendor to supply Golf Carts and how many? **Yes, per Section 2.2.3 of the IFB, the vendor shall be responsible for providing golf carts or similar transportation to transport staff between gates. Per Section 2.2.4 of the IFB, the Department shall be responsible for providing up to three (3) golf cart permits with a completed NYS Fair Golf Cart Application. Any additional permits requested by the contractor must be purchased at the selected contractor's expense (\$500.00 permit fee per additional golf cart permit). It's up to the selected contractor to determine how many golf carts or similar transportation to transport staff between gates will be necessary for the engagement.**
4. What scheduled hours in the bid are we to use? Is it a total of 6642 hours for the 12 days for security officers and 546 hours for the 12 days for security supervisors? **Per Attachment 1 "Bid Form" Bidders must provide a Bid Price for each item on the Bid Form. The Bid Form must not be altered in any way. Bidders should take into consideration the estimated hours set forth in Exhibit 5, "Rating Form" when formulating bid prices on the Bid Form. Estimated hours are subject to change depending on the Department's needs at the Department's sole discretion. The selected contractor will only be paid for the actual number of hours worked. Prices bid on the Bid Form shall be honored throughout the term of the awarded contract subject to any price adjustment pursuant to Section 5.3 of this IFB.**

5. What is the process for meal breaks, will vendor be responsible to cover meal breaks? **Yes, the vendor will be responsible to cover meal breaks by having adequate staffing available.**
6. Is it mandatory to supply a trailer or is it an option? If mandatory, when is the earliest we can have it delivered and latest to remove it? **Yes, it is mandatory. The earliest the selected contractor can have it delivered is August 1, 2016 and the latest date to remove it is September 9, 2016. These dates must be coordinated with the State Fair Security Supervisor.**
7. Any additional equipment required to be supplied by vendor? **Please see Section 2.2.3 of the IFB for all contractor responsibilities.**
8. The days stated in the bid for the fair are August 25, 26 & August 29, 30, 31-September 1, 2, 3 & September 5. Are the days that the fair is not on, security will be required as well? **Staffing will be required for all twelve (12) days of each State Fair held during the Term of the Agreement. The dates for the 2016 State Fair are Thursday, August 25, 2016 through Monday, September 5, 2016.**
9. Prevailing wage is \$17.44 plus the \$1.70 for supplemental correct? **Yes, please refer to Exhibit 6, Prevailing Wage Schedule (PRC#2016900048).**

Purchase Order

AGRICULTURE & MARKETS

10B Airline Dr.
Albany NY 12235
United States

Vendor:
FIRST CALL SECURITY INVESTIGATIONS LLC
1623 OTISCO VALLEY ROAD
MARIETTA NY 13110

CHANGE ORDER

Dispatch via Print

Purchase Order	Date	Revision	Page
AGM01-0000003914	08/10/2015	1 - 09/17/2015	1
Payment Terms	Freight Terms	Ship Via	
Net 30	FOB Destination	Common	
Buyer	Phone	Currency	
LEVANITES, CAROL A		USD	
Ship To:	See Detail Below		

Bill To: PO Box 2117
Corning Tower
Empire State Plaza
Albany NY 12220-0117
United States

Tax Exempt? Y	Tax Exempt ID: 14740026K	Replenishment Option: Standard					
Line-Sch	Item/Description	Mfg ID	Quantity	UOM	PO Price	Extended Amt	Due Date

1-1 Bag Check Services For Gates at
2015 NYS Fair From 8/27/15-9/7/15.
Ship To: Agriculture & Markets
NYS Dept. of NYS Fair Division, NYS Fair
581 State Fair Boulevard
Syracuse NY 13209
United States

Schedule Total 105,600.00000

Item Total 105,600.00000

2-1 Bag Check Supervisor Services for
Gates at 2015 NYS FAIR From
8/27/15-9/7/15.
Ship To: Agriculture & Markets
NYS Dept. of NYS Fair Division, NYS Fair
581 State Fair Boulevard
Syracuse NY 13209
United States

Schedule Total 13,624.20000

Item Total 13,624.20000

3-1 Bag Check Hours for Emergencies &
Unforeseen Coverage at 2015 NYS
Fair from 8/27/15-9/7/15.
Ship To: Agriculture & Markets
NYS Dept. of NYS Fair Division, NYS Fair
581 State Fair Boulevard
Syracuse NY 13209
United States

Schedule Total 1,344.00000

Item Total 1,344.00000

Prevailing Wage Rates Apply:
Schedule PRC# 2015900355

Agency Contact: Barbara Godfrey at (315) 487-7711, Ext. 1366, barbara.godfrey@agriculture.ny.gov

Vendor Contact: Gary Duncan at (315) 243-2255, gdunc19@gmail.com

ATTENTION: BILL HUGHES at OSC: This PO# 3914 is Replacing the original PO# 3868 that was denied by
OSC due to incorrect rates for Bag Check Services. Questions can be directed to the agency contact.
09/17/15 POC to decrease line 3 quantity to 56 per agency-cl

Total PO Amount 120,568.20000

Authorized Signature

