

Department of Airports

Cindy Nichol
Director



County of Sacramento

Divisions

Operations & Maintenance
Finance & Administrative Services
Commercial Development
Planning & Development

September 11, 2024

To: Prospective Proposers

From: Sherrie Antonio
Airport Economic Development Specialist
Sacramento County Department of Airports

Subject: Addendum #2 – RFP for General Airport Security Services System at Sacramento International Airport

This addendum provides updates to the Request for Proposals (RFP) referenced in the subject line, responses to questions received from potential proposers during the optional pre-proposal meeting and a copy of the pre-proposal meeting presentation.

RFP Updates

Section XVI (Questions) of the RFP is deleted in its entirety and replaced with Attachment 1 below.

RFP Questions

The Department received sixteen (16) questions during the pre-proposal meeting. Listed in Attachment 2 are the questions received and the Department's responses. The questions listed are in the exact format received by the Department, with no corrections made for spelling or grammar.

Kind Regards,

Sherrie Antonio
Airport Economic Development Specialist

Attachments:

- 1 – XVI. Questions
- 2 – Questions and Responses
- 3 – Optional Pre-Proposal Meeting PowerPoint Presentation

6900 Airport Boulevard, Sacramento, CA 95837
Office (916) 929-5411 | air-market@saccounty.gov

ATTACHMENT 1

XVI QUESTIONS

All inquiries or questions regarding this RFP and any request for clarification of its contents must be directed in writing via e-mail to Sherrie Antonio at AntonioS@Saccounty.gov , with a copy to Rebecca Fontaine at FontaineR@Saccounty.gov and to no other person or entity, no later than September 25, 2024, at 2:00 P.M. PT.

Interested parties are hereby notified of the following:

- Telephone inquiries will receive no response.
- Proposers are not to rely on oral instructions or clarifications to this RFP.
- If modification to this RFP is necessary, the Department will respond in writing via addendum. Interested parties are encouraged to regularly check the Department’s web site for possible updates to the RFP at the following address:

http://www.sacramento.aero/scas/opportunities/bids_and_requests/ .

- Until receiving written notice of being recommended or not recommended for award of an agreement, a Proposer’s contact regarding this RFP with any person other than Sherrie Antonio and Rebeca Fontaine is cause for disqualification as is the lobbying of any County representative at any time.

XVI RFP Timeline

The table below describes the estimated timeline for this RFP process through award of agreement:

| Dates | Event |
|---------------------------------|---|
| July 22, 2024 | Issuance of RFP |
| August 14, 2024 12 P.M. PT | Deadline to RSVP for Optional Virtual Pre-Proposal Conference |
| August 28, 2024 9 A.M. PT | Optional Virtual Pre-Proposal Conference |
| September 25, 2024 2 P.M. PT | Deadline for Submitting Questions |
| October 2, 2024 | Addenda Issued to Respond to Questions, if Necessary. |
| October 7, 2024 2 P.M. PT | Proposals Due |
| January 7, 2024 | Complete Evaluation & Recommendation |

ATTACHMENT 2

QUESTIONS AND RESPONSES

| # | Question or Request | Response |
|---|---|---|
| 1 | Is the 40 pages double-sided equal to 80 pages (since it is submitted electronically)? Please confirm. | Yes, the page limit is eighty (80) pages total, including any marketing material. |
| 2 | Also, can we receive a copy of the PPT | Yes. |
| 3 | Will there be a walk thru of the sites | Yes. The Department will host a site walk on September 18, 2024, at 10:00 AM. To attend the site walk, email Sherrie Antonio @ Antonios@saccounty.net and copy Rebecca Fontaine at FontaineR@Saccounty.gov no later than 2:00 PM on September 16, 2024. The email must contain the company name, representative name, email address and contact number of each representative requesting attendance. There is a limit of no more than two (2) representatives from any one (1) company. Each representative attending the site walk must bring a valid United States government issued identification. |
| 4 | The "Potential Supplemental Duties" appear to cover the scope of the primary airport security contract. Since that scope is significantly different, with equipment and staffing requirements, can you please provide more detail with a breakdown of posts and hours per week required? Is this the intent to have the awarded vendor serve as a back up to the primary contract vendor for this work? | The successful proposer will be expected to be the primary service provider for the screening of goods to be delivered to the Concourse. This work will be performed from 0430 to 1700 hours, six (6) days a week. This post will require at least three (3) personnel. This number may expand with future projects or delivery capacity. |

| | | |
|----|--|---|
| 5 | If a DBE company has experience in all settings except airport, as listed in the minimum requirements, will they immediately be disqualified? | No, the proposer will not be disqualified. Each proposal will be evaluated consistent with the criteria set forth in Section XV of the RFP. |
| 6 | 1) Does the 40 double page limit include the required documents (contract redline, etc.)? | See page nine (9) of the RFP document for a list of items that are excluded from the page limit. |
| 7 | 2) what are the actual hours per week of coverage? I saw the potential coverage, but what's currently in place? | There is currently no aviation worker screening in place at Sacramento International Airport except for employees that are required to go through the TSA checkpoint by their employer. |
| 8 | With the TSA Aviation Employee Screening mandate taking effect on Sept. 25th, 2024, what is the airport doing in the meantime before this new contract seems to be going into effect in 2025? | The Department is working closely on a proposed employee screening plan with TSA and keeping them informed with decisions and other actions the airport is taking. |
| 9 | Change to question 2 based on previous statement: what are the anticipated hours per week of coverage for this new requirement | For delivery screening, approximately 0430 to 1700 hours. For employee screening, times vary by day, but about twenty (20) hours per week. |
| 10 | Would the outside ECPs be regular posts or only when the need arises i.e. contractor access? | Days, times, and hours are generated randomly by a calculator provided by TSA on a weekly basis. |
| 11 | Is this RFP for both any fixed employee screening as well as the new random Aviation Worker Screening? if both, what are the anticipated hours per week for fixed posts and for random screening? | Yes. It will be approximately twenty (20) hours per week on random screening, and eventually a full 24/7 screening for fixed locations at a later date. |
| 12 | Piggy backing off another questions, is there a description of equipment that may need to be used/purchased be added to the RFP? | The device needed is called an Explosive Detection Device. It is not currently required but will be required beginning September 2026. |
| 13 | Can we receive all answers to the above questions in writing via an addendum? | Yes. |
| 14 | Will financial information requested, including income | The County will provide all disclosable public records in its possession that |

| | | |
|----|--|--|
| | statements and balance sheets, be shared in public records in accordance to California Public Act? | are responsive to a particular request in compliance with the Public Records Act, including provisions that exempt certain records for disclosure. |
| 15 | The addendum is fine. Will there be an email sent out when it is posted? | Yes. |
| 16 | Do you have a potential start date? | The Department anticipates awarding and executing the agreement with the selected contractor in January 2025. |

ATTACHMENT 3

Optional Pre-Proposal Meeting PowerPoint Presentation



Optional Pre-Proposal Meeting General Airport Security Services

August 28, 2024



Topics

1. Request for Proposals Review – Sherrie Antonio, AEDS
2. Possible Screening Requirements - Eusebio Madrigal, Airport Manager
3. Pat-Down Examples - Eusebio Madrigal, Airport Manager
4. Bag-Checks - Eusebio Madrigal, Airport Manager
5. Minimum Requirements - Sherrie Antonio, AEDS
6. DBE Program Information - Sherrie Antonio, AEDS
7. Evaluation of Proposals - Sherrie Antonio, AEDS
8. Timeline - Sherrie Antonio, AEDS
9. Questions - Sherrie Antonio, AEDS



#1. Request for Proposals Review
Sherrie Antonio, AEDS

Request for Proposals Review

Sherrie Antonio, AEDS

- Proposal requirements are listed on pages 7 - 14 of the RFP:
- One electronic copy submitted to Antonios@saccounty.gov
 - 40 double sided pages
 - Team Organization Chart
 - Acknowledgement all Addenda issued
 - Required forms submitted with proposal
 - Contractor Certification of Compliance Form
 - Contractor Identification Form
 - Statement that the Contractor agrees to all agreement requirements including insurance
 - Exceptions to the Agreement provisions must be submitted with the response



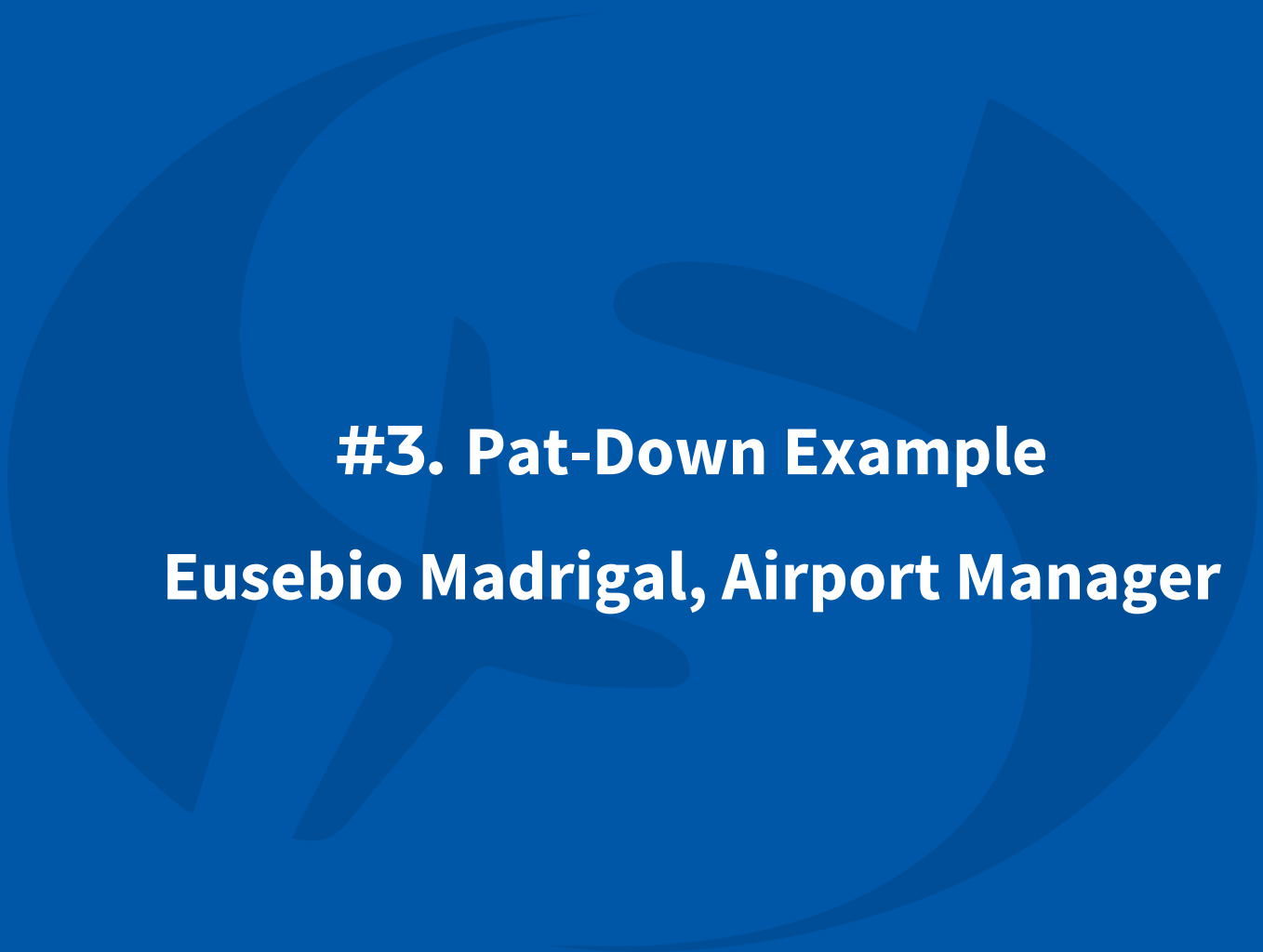
#2. Possible Screening Requirements

Eusebio Madrigal, Airport Manager

Possible Screening Requirements

Eusebio Madrigal, Airport Manager

- The TSA has not issued the requirements regarding the pat-down or screening process that will be performed.
- The direction regarding what is recommended by TSA is that the pat-down or screening process procedures will be similar screening that is being performed at checkpoints nationwide for:
 - Pat-down
 - Bag-checks
 - Same-gender screening when possible
- Future screening using explosive detection equipment is also to be determined



#3. Pat-Down Example
Eusebio Madrigal, Airport Manager

Pat-Down Example

Eusebio Madrigal, Airport Manager



A large, faint, stylized logo in the background, consisting of a hand holding a star. The hand is positioned as if holding the star from below and to the right. The entire scene is set against a solid blue background.

#4. Bag-Checks

Eusebio Madrigal, Airport Manager

Bag Checks

Sherrie Antonio, AEDS

- Bag Checks will be performed following the established procedure which may require reaching into the bag to inspect the contents
- Future explosive testing may also need to be performed
- The requirements may need to follow the same procedure as TSA checkpoints
- TSA may test the screening randomly



#5. Minimum Requirements
Sherrie Antonio, AEDS

Minimum Requirements

Sherrie Antonio, AEDS

- The Proposer and any or all proposed subcontractor(s) must be registered with the California Secretary of State and permitted to conduct business in the State of California
- The Proposer must demonstrate experience completing the tasks described in Section IV of this RFP for at least three (3) full years within the last five (5) years by describing previous related projects, their scope(s), for whom the work was performed, and other relevant details to demonstrate this experience. The experience must be for facilities in a multi-shift, continuous operation (24/7), airport environment



#6. Disadvantaged Business

Enterprise (DBE)

Sherrie Antonio, AEDS

Disadvantaged Business Enterprise (DBE)

Sherrie Antonio, AEDS

Renata Dhaer

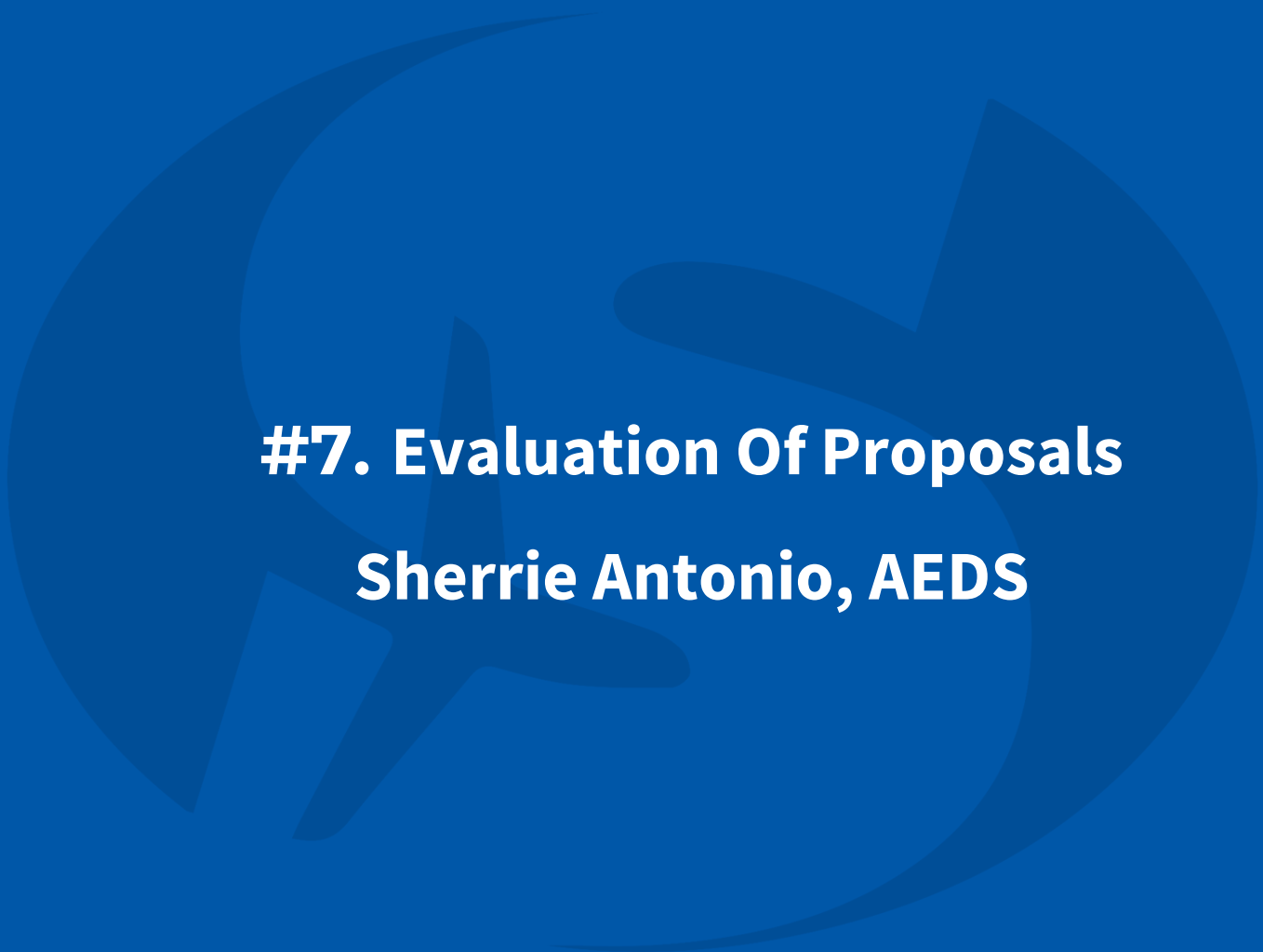
DhaerR@saccounty.gov

or

(916) 874-0914

For more information on the DBE
program visit the California
Department of Transportation
(CALTrans) website at:

[http://www.dot.ca.gov/hq/bep/dbe
program.htm](http://www.dot.ca.gov/hq/bep/dbe_program.htm)



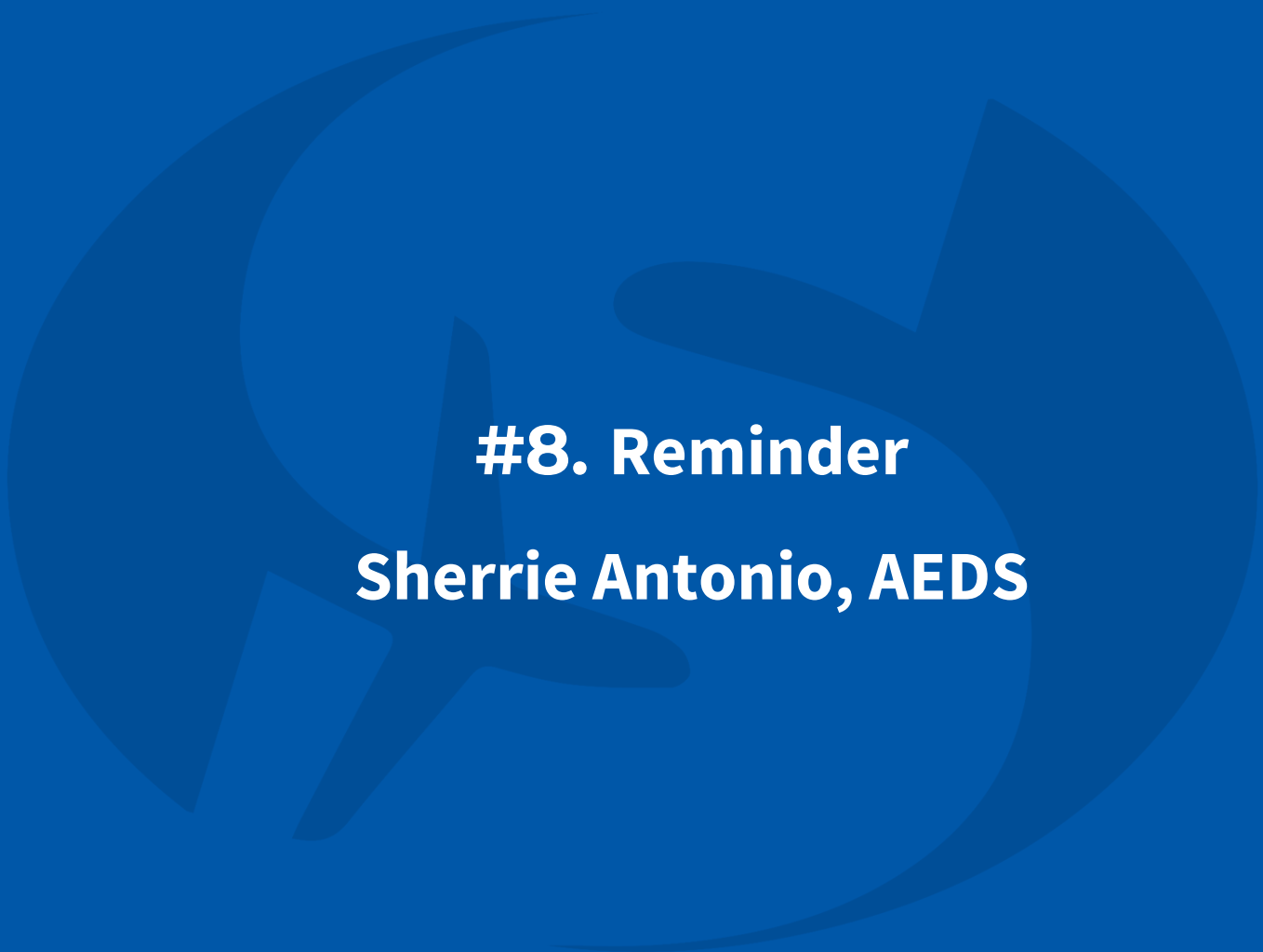
#7. Evaluation Of Proposals

Sherrie Antonio, AEDS

Evaluation of Proposals

Sherrie Antonio, AEDS

| Category | Maximum Points for Eligible Proposals |
|---|---------------------------------------|
| Complete (All Documents & Sections) | Pass/Fail |
| Minimum Qualifications | Pass/Fail |
| References Provided | Pass/Fail |
| Scoring of Proposals Receiving "PASS" on All the Above | |
| Company Qualifications and References | 20 |
| Management and Operations Plan | 20 |
| Staffing Plan | 20 |
| Technology | 10 |
| Equipment | 10 |
| Fee Schedule | 15 |
| Transition Plan | 5 |
| Total | 100 |



#8. Reminder
Sherrie Antonio, AEDS

Reminder

Sherrie Antonio, AEDS

Proposals due

October 7, 2024, 2:00 p.m. PDT

**Late proposals will not be accepted
for any reason!**



#9. Request For Proposals Timeline
Sherrie Antonio, AEDS

Request For Proposals Timeline

Sherrie Antonio, AEDS

| Date: | Action: |
|--------------------|--|
| August 28, 2024 | Optional Pre-Proposal Meeting |
| September 13, 2024 | Questions due by 2:00 pm |
| September 23, 2024 | Issue Addendum with answers to questions |
| October 7, 2024 | Deadline for submission of proposals |
| January 7, 2025 | Complete Evaluation & Recommendation |

Questions?

RFP Contact:

Sherrie Antonio

Antonios@saccounty.gov