

191 North First Street
San José, California 95113
(408) 882-2700



FINANCE /GENERAL SERVICES DIVISION

Date 2/9/2026

ADDENDUM #1

Private Security Services

REQUEST FOR PROPOSAL (RFP) # 12626C

Item	Vendor Question (Q)	Official Court Response (A)
1	Are electronic or pasted signatures on the technical and cost proposals sufficient, or is a "wet" signature required?	Electronic is acceptable and preferred
2	Where will addenda to this RFP be issued? Please provide the direct link to the portal or website.	https://santaclara.courts.ca.gov/general-information/purchasing-contracting/rfprfirfq
3	Who is the current incumbent, and what are their current contract rates?	Court is not required to disclose this.
4	What is the estimated annual budget for this contract?	Not applicable. Vendor shall apply their best rates.
5	What is the specific minimum wage applicable to the Superior Court of California for this project?	In compliance with City of San Jose and County of Santa Clara minimum wage requirements.
6	Do Living Wage or Prevailing Wage requirements apply to this contract?	Not for private security.
7	The cost proposal and technical proposal should be sent as two separate attachments in one email, or in two separate emails	1 email with separate documents is acceptable
8	All emails to the listed email address for submission (solicitation@scscourt.org) have been undeliverable. Is this the correct email address for submission, or is there an alternative email address at which to submit?	Solicitationsmailbox@scscourt.org
9	Can you please share any challenges you are facing with current security?	Ongoing challenges in general is guard accountability.
10	Can you clarify if the requirements include (1) guard at each courthouse during the hours provided of Mon-Fri 6pm-6am and weekends/holidays 24/7, or does each courthouse get their own team?	1 guard per shift patrolling all 3 courthouses.
11	I would like to kindly inquire whether responses to questions will be provided directly via email on February 9, or if an addendum will be issued on	The Court will email to the Q&A document and post on our website as well.

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	the Superior Court of California's website. If an addendum will be posted online, we would appreciate it if you could share the relevant link so we may monitor it regularly and ensure our proposal remains fully compliant with any issued addenda prior to the submission deadline.	
	Who is the current security services contractor for the Court facilities?	American Guard Services
	What is the current billing structure and hourly rate range under the existing contract (or most recent contract), if publicly available?	Not a relevant . Interested vendor shall provide their pricing.
	Does the Court have preferred checkpoint locations already established, or will the awarded contractor determine checkpoint placement for approval?	It's a collaborative effort. Vendor awarded the contract will work with Cour to determine appropriate checkpoints.
	Are incident response duties limited to observation and reporting, or are officers expected to request trespass compliance and coordinate removal with local law enforcement?	Officers are expected to deter trespassers and loiters off the premise with his/her verbal trainings. Additional law enforcement assistance may be called to assist under extreme cases.
	Is there a preferred reporting platform or format for daily activity reports, or is contractor format acceptable provided all required data elements are included?	It'll be determined with the selected vendor.
	Will any training or orientation be provided regarding site specific concerns or recurring issues at the properties?	Orientation yes, training no.
	For ease of reference, we have provided in both Word and PDF formats.	PDF is preferred
	Who is the current incumbent?	American Guard Services
	What are the current pay wages for the existing security guards?	Not applicable. Vendor shall apply their best rates.
	What are the current bill rates being paid for this service?	Not applicable. Vendor shall apply their best rates.
	What is the preferred uniform type/style?	Vendor shall determine: professional attire designed for authority and identification
	What are there any minimal training hours required for each security professional?	Vendor shall determine the minimum training hours. Deter, Detect, Deny, Delay should be part of a security officers basic training.
	It was noted and understood during the Pre-Proposal Conference that bidders are to provide pricing (Bill Rates) for Years 1, 2, 3 and 4 on the Pricing Sheet provided. On the Pricing Sheet, it is implied that the County requires an Hourly Rate multiplied by the Total Hours to get a Monthly Total AND a Grand Total (annual). Can you	Confirmed.

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	confirm? Also, it is assumed that bidders will need to use multiple Pricing Sheets, one for each year (Four years total). Please confirm.	
	Any other equipment provided by the County?	Access Badge
	Aside from a real-time electronic guard tour and security tracking system, are there any other equipment required by the Contractor?	Method of communication e.g. cell phone
	When the shift is over, is there a place where the security personnel can store and charge the contractor supplied cell phone?	N/A
	Is there parking available for security personnel? If so, is there a cost	Yes, no cost
	If the bidder takes exception to indemnification or insurance terms, are these considered "minimum terms" which will deem the bidder non-responsive?	Yes
	Who is the incumbent contractor?	American Guard Services
	What is the current value of the contract?	Not applicable. Vendor shall apply their best rates.
	Is there a CBA in place, is so, will a copy be provided?	No
	On or Off Duty meal breaks? For off duty meal breaks, do security officers need to be relieved so that the post remains covered at all times?	Off Duty meal breaks, yes there should be a security officer available to respond during assigned post.
	What is the current billing and pay rates for the Security Officers?	Not applicable. Vendor shall apply their best rates.
	Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?	No
	Could you please provide us with a copy of current contract?	Not applicable. Vendor shall apply their best rates.
	Are there any significant modifications from the previous contract to the new one? For instance, an increase in hours, a change in guard type (e.g., armed vs unarmed), a need for additional resources?	No
	Are there any additional services that may be needed that are not listed in the RFP? For instance, the need for additional sites, seasonal required security, etc.	Yes, "specials" or special requests may be needed at times for example: large events in the area, exterior door malfunctions etc.
	Any issues with the current incumbent contractor?	No. The contract is expiring June 30 th , 2026

Please note the bid due date remains the same.

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We appreciate your participation in the solicitation process and thank you for your interest in doing business with the Court.

Sincerely,

Collin Conroy

Collin Conroy
Procurement

cc: Georgia Ku, Facilities Manager