

NCB:

NCB-ACT-JFCNF-23-57 - GUARD FORCE

Reference:

Q & A # 3

Date of Issue:

21 August 2023

The following questions were raised with respect to subject NCB. Responses are to provide clarification.

Questions	Responses
1. RFP #11.d: How many past performances can be included?	Refer to Annex B: Requirements Matrix #2.
2. Enclosure 3: We understand that the completed pricing sheet is to be used as the cover page. a) Does NATO also want this completed pricing to be the cover page on the technical? b) Or, should all reference to pricing be removed from the technical?	The pricing "cover page" shall contain the Company's name and address information. The pages following the cover page should include pricing. a) The technical "cover page" shall contain the Company's name and address information. The pages following should include the technical proposal. b) Do not include pricing in the technical proposal.
3. Enclosure 3 lists gives the choice of either 3 personnel working 8 hours per day at 2,912 hours per man OR 2 personnel working 12 hours per day at 4,368 hours per man. Based on the spreadsheet layout, the calculation would be 3 x 2,912 OR 2 x 4,368, which both totals 8,736 hours. However, SOW Section 9 indicates the guard force is working 24/7/365 (24 x 365 = 8,760). When doing an FTE calculation for 365 days per year based on productive hours, allowing for all required types of leave, and giving each employee a two-day "weekend," it would require an estimated 5 security guards to cover one 24/7/365 post and 5 supervisors to cover the other 24/7/365 post. a) Based on this information, can NATO please verify that the manning requirements is one guard per shift 24/7/365 and one supervisor per shift 24/7/365 (working either 8- or 12-hour shifts based on the contractor's preference)? b) Is it acceptable to make edits to the pricing spreadsheets based the contractor's proposed manning?	a) NATO confirms the manning requirement is one guard/ one supervisor per shift. b) The price sheets provided in the RFP are to be used to keep proposals uniform. If edits are necessary, company may include as another page in your proposal.
4. SOW 4.a states that a "watch schedule composed of 8-10 guards shall be readily available to occupy the entrance control room." a) Is this a full-time requirement in addition to the hours listed on Enclosure 3? b) Or, is this just Temporary Additional Services (TAS)?	a) Referring to Annex A: Statement of Work 2.a., the requirement is for a contractor workforce of 8-10 personnel to provide 24/7, 365 day a year security guard forces to Building NH-19. b) This is not an additional service. c) Not necessary as this is not additional services.

c) c) Can another line be added to Enclosure 3 to include pricing for this?	
<p>5. SOW 4.a and 4.c states that the entrance control room must be occupied by a minimum of two personnel 24/7/365.</p> <p>a) Is this referring to the one guard and one supervisor as priced in Enclosure 3?</p> <p>b) Or, is this in addition to the personnel in Enclosure 3?</p> <p>c) If so, can another line be added to Enclosure 3 to include pricing for this?</p>	<p>a) NATO confirms this is referring to one guard/ one supervisor per shift.</p> <p>b) NATO confirms this is not in addition to the personnel in enclosure 3.</p> <p>c) Not necessary as this is not referring to additional personnel.</p>
6. Can NATO verify that this is a new requirement?	Please see Q&A #1, answer # 1.