



Addendum No. 2

Answers to Questions

August 29, 2016
Security Guard Services at Various Sites
RFP No. P-18-16/17

Question: Is it possible that you could inform of us the total amount of hours that we should be calculating for our proposal? Of course, if there are any specifics that we should know about in order to bid on this RFP, that are not in the documentation already, then I would respectfully request those from you as well.

Answer: Please see Page 2 of this document.

Question: Do you have a sample schedule for while school is in session and during summer?

Answer: Please see Pages 3-6 of this document.

Question: Who is the current incumbent and how long have they had the contract?

Answer: The current service provider is All American Private Security, LLC and we have been working with them since June, 2012.

Question: What is the current bill rate?

Answer: See Page 2 of this document.

Question: Were there any service issues or professional issues?

Answer: This is related to the current service provider and is not subject for discussion.

Question: Does this project require an on-site supervisor, and if so, is the salary billable?

Answer: No, no on-site supervisor is required.

Question: Please verify the total number of hours needed?

Answer: Please see Page 2 of this document.

Question: What would be the start date for services?

Answer: Tentatively, December 1, 2016.



Information Regarding Assignment Length and Total Number of Hours Worked

The chart below represents the regular, ongoing assignments at all District schools during the period of July 1, 2015 through present. The numbers stated below should be used only as an estimate or for reference purposes. These figures do not guarantee or imply that a certain number of hours or assignment types will be available for the successful vendor in the coming school years. There are also Female/Male guard requirements.

NUMBER OF DAILY SHIFTS	NUMBER OF DAILY HOURS
1 Part-time	2 hours
1 Part-time	5 hours
1 Part-time	6 hours
1 Part-time	6.5 hours
1 Part-time	7 hours
4 Part-time	7.5 hours
5 Full-time	8 hours
1 Full-time	8.5 hours
1 Full-time	10 hours
1 Full-time	11 hours

There are 9 part-time and 8 full-time shifts with 126 hours per day.

In regards to summer school work schedule, please refer to the following chart:

NUMBER OF DAILY SHIFTS	NUMBER OF DAILY HOURS
1 Part-time	5.5 hours
1 Part-time	5.75 hours
4 Part-time	6 hours
2 Part-time	7 hours
1 Full-time	8 hours
2 Full-time	9 hours

There are 8 part-time and 3 full-time shifts with 75.25 hours per day.

There are also special activities including emergency, holiday, night, weekend, construction related, and other events. For example, for Spring Break, there are 8 shifts with 336 total hours (8 schools, one guard each with 7 hours daily, for 6 days).

Information Regarding Current Rate

The current provider charges \$15.42/hr regular rate. The overtime rate is \$23.13.

GLENDALE UNIFIED SCHOOL DISTRICT
Glendale, California

7-12 ATTENDANCE CALENDAR - 2016-2017 (Revised 6/17/14)

OCTOBER 2016

S	M	T	W	T	F	S
						1
2	3	4	5	6	7X	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2016

S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

AUGUST 2016

S	M	T	W	T	F	S
				4*	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JULY 2016

S	M	T	W	T	F	S
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2017

S	M	T	W	T	F	S
						4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

JANUARY 2017

S	M	T	W	T	F	S
						7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DECEMBER 2016

S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20*	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2016

S	M	T	W	T	F	S
						5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JUNE 2017

S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2017

S	M	T	W	T	F	S
						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MARCH 2017

S	M	T	W	T	F	S
						4
5	6	7	8	9	10	11
12	13	14	15	16	17X	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

TOTAL DAYS OF INSTRUCTION: 180

Dr. Martin Luther King, Jr. Day	January 16
Lincoln Day	February 13
Washington Day	February 20
Third Quarter Ends	March 17
Spring Recess	March 20-24
District Staff Development Day	March 27
Student Holiday	April 24
Memorial Day	May 29
Second Semester Ends	June 1
Student Holiday, All Teachers on Duty	June 2
State Holiday	August 4
Minimum Day	August 5
District/SB 1193 Days - Students not in Attendance	August 8
District Staff Development Day	September 2
Teacher Institute Day	September 5
First Semester Begins/School Opens	September 8
Student Holiday	September 11
Labor Day	September 18
First Quarter Ends	October 7
District Staff Development Day	October 11
Veterans Day	November 11
Thanksgiving Recess	November 21-25
Student Holiday, All Teachers on Duty, First Semester Ends	December 20
Winter Recess	December 21 - January 6

2016 SUMMER SCHOOL BELL SCHEDULE

FINAL
6/1/16

Dates:

Monday, June 6 – Friday, July 8, 2016: Classes will be held Monday – Friday
 There will be no classes on Monday, July 4, 2016 in observance of Independence Day

School	First Bell	Period 1-2		Snack		Passing		Period 3-4					
		Start	End	Total Minutes	Start	End	Total Minutes	Start	End	Total Minutes			
Crescenta Valley HS		7:30 – 9:55		145	9:55 – 10:15		20	10:15 – 10:20		5	10:20 – 12:45		145
Daily HS	7:40	7:45 – 10:10		145	10:10 – 10:30		20	10:30 – 10:35		5	10:35 – 1:00		145
Glendale HS		7:45 – 10:10		145	10:10 – 10:30		20	10:30 – 10:35		5	10:35 – 1:00		145
Hoover HS		7:45 – 10:10		145	10:10 – 10:30		20	10:30 – 10:35		5	10:35 – 1:00		145
Roosevelt MS	7:55	8:00 – 10:25		145	10:25 – 10:45		20	10:45 – 10:50		5	10:50 – 1:15		145
Rosemont MS	7:25	7:30 – 9:55		145	9:55 – 10:15		20	10:15 – 10:20		5	10:20 – 12:45		145
Toll MS	7:55	8:00 – 10:25		145	10:25 – 10:45		20	10:45 – 10:50		5	10:50 – 1:15		145
Wilson MS		7:30 – 9:55		145	9:55 – 10:15		20	10:15 – 10:20		5	10:20 – 12:45		145

Daily High School – 3rd Block

1:15 – 3:40 p.m. (145 minutes)

Glendale High School - Afternoon Classes (APEX)

1:15 – 3:40 p.m. (145 minutes)

Hoover High School - Afternoon Class (APEX)

1:10 – 3:35 p.m. (145 minutes)

GLENDALE UNIFIED SCHOOL DISTRICT

June 21, 2016

INFORMATION REPORT NO. 4

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED IN: Public Information/Administrative Services Office

SUBJECT: **Back to School and Open House Schedules for 2016– 2017**

This report informs the Board of Education of the Back to School and Open House schedules for all the schools in the District for the 2016-2017 school year. Due to specific needs, there is a possibility that a change in dates may be necessary. The Board of Education and the public will be informed of any changes.

<u>School</u>	<u>Back to School Night</u>	<u>Open House</u>
<u>HIGH SCHOOLS</u>		
Clark Magnet High	Wednesday, August 31	Saturday, January 21
Crescenta Valley High	Wednesday, August 31	Thursday, March 9
Daily High /Re-Connect/ Verdugo Academy	Thursday, September 8	Thursday, April 6
Glendale High	Thursday, August 18	Thursday, April 6
Hoover High	Thursday, August 25	Thursday, February 23
<u>MIDDLE SCHOOLS</u>		
Roosevelt	Wednesday, August 17	Thursday, March 30
Rosemont	Thursday, August 11	Thursday, March 2
Toll	Thursday, August 18	Thursday, March 2
Wilson	Thursday, August 25	Thursday, March 9
<u>ELEMENTARY SCHOOLS</u>		
Balboa	Tuesday, August 23	Thursday, May 11
Cerritos	Thursday, September 1	Thursday, March 9
Columbus	Thursday, August 11	Thursday, March 16
Dunsmore	Thursday, August 25	Thursday, April 20
Edison	Thursday, August 11	Thursday, March 16
Franklin	Wednesday, August 31	Thursday, April 20
Fremont	Thursday, August 18	Thursday, May 11
Glenoaks	Thursday, August 11	Thursday, May 4

<u>School</u>	<u>Back to School Night</u>	<u>Open House</u>
Jefferson	Thursday, September 1	Thursday, May 4
Keppel	Wednesday, August 17	Thursday, May 11
La Crescenta	Thursday, August 18	Thursday, May 11
Lincoln	Thursday, August 18	Thursday, May 11
Mann	Thursday, August 18	Thursday, May 18
Marshall	Wednesday, August 17	Wednesday, May 3
Monte Vista	Thursday, August 18	Thursday, May 11
Mountain Avenue	Thursday, August 18	Thursday, May 18
Muir	Wednesday, August 24	Thursday, May 11
Valley View	Thursday, August 18	Thursday, May 11
Verdugo Woodlands	Wednesday, August 17	Thursday, May 4
R.D. White	Wednesday, August 17	Thursday, May 4
College View	Thursday, August 25	Thursday, April 6
Cloud Pre-School EEELP	Wednesday, August 31 (Room #1) Thursday, September 1 (Room #2)	Wednesday, May 3
Cloud Pre-School Special Education	Wednesday, August 31	Wednesday, May 10

End of Addendum No. 2