

**Supplement/Addendum No. 3 to RFQ/P No. VGA-**

**022124 Unarmed Security Patrol Services**

**Issued February 21, 2024**

This Supplement/Addendum No. 3 forms a part of Request for Qualifications and Proposals ("RFQ/P") No. VGA-022124 issued by Imperial Community College District ("District") and makes the following changes to the RFQ/P:

**Question 1:**

- What happens to already submitted proposals?
- Would you prefer us to submit only the necessary changes, or would you and your team prefer a complete resend of the entire RFP package?

**Answer 1:** Proposers do not need to resubmit their entire proposals that were submitted previously. Proposers should only submit the items noted below:

ALL PROPOSERS MUST RE-SUBMIT THE FOLLOWING DOCUMENTS AND MUST ENSURE THAT THEIR PROPOSAL REFLECTS THE [REQUIREMENTS OF SECTION I OF THE SUPPLEMENT ADDENDUM NO.2]:

- PROPOSAL FORM – 1, Services at Imperial Valley College Main Campus
- PROPOSAL FORM – 2, Services at Lotus Living Community
- Other Services information shall also be included
- All Proposal Forms shall be signed where indicated.
- Please resubmit the proposal documents noted above. A complete resubmittal of the entire original RFP package is not necessary.
- One (1) electronic copy of the resubmitted materials is required.

**Question 2:** What are the weekend hours?

**Answer 2:** As noted in Section I of the Supplement/Addendum No. 2:

Weekend hours are Friday night from 9:00 p.m. through Monday morning at 6:00 a.m.

**Question 3:** To confirm: the (2) guards are for the entire week, including the weekend?

**Answer 3:** Two (2) security guards will be required **AT THE SAME TIME** on the IVC campus for all service hours.

**Question 4:**

- Does the District still require the eleven (11) hard copies as specified in the RFP instructions, along with an additional copy on a USB flash drive.
- Could the District please specify its preference for receiving the materials: via regular mail or email?
- Do we still need to print out 1 copy and have 10 copies of the proposal form and put it in a USB drive?
- Would you prefer to have the responses emailed or mailed out to you?
- Could you please specify the number of copies you require?
- Are we allowed to submit the revisions from 10 to 12 hours at the LLC via email or does this have to be sent in a sealed envelope?

**Answer 4:** No hard copies are required. One (1) electronic copy of the resubmitted materials is required. No USB Flash drive is required. Please submit via email at [cesar.vega@imperial.edu](mailto:cesar.vega@imperial.edu) and CC [cindy.morales@imperial.edu](mailto:cindy.morales@imperial.edu). Please note the following in the subject line of the email: "Submittal for RFQ/P No. VGA-022124 Unarmed Security Patrol Services."

**Except as provided herein, all other portions of the RFQ/P remain unchanged.**

**THANK YOU FOR YOUR INTEREST!**

**[END OF SUPPLEMENT/ADDENDUM NO. 3]**