

Scott County Administration
Purchasing Division
600 West Fourth Street, Davenport, Iowa 52801-1030

REQUEST FOR QUOTATION
Scott County Requisition No. **19489**
Bidders need to complete and submit this form.

Submission Date 1/7/2020	10:00 a.m.
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Qty	Description
	Scott County is seeking uniformed security services.
	Location of services needed, 600 West 4th Street, Davenport, IA 52801.
	Scope of work and duties attached.
	Submit responses to purchasing@scottcountyiowa.com
	Please register at www.publicpurchase.com
	price quotation good for 60 days
	Delivery Included
	From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, www.scottcountyiowa.com

Scott County reserves the right to accept the bid from the lowest responsible bidder.

Quote submitted by:

Name

Title

Company

Date

Released by:
(Scott County Use Only)

Date: 12/12/2019
Time: 2:30 p.m.

PLEASE NOTE:
Bidders must provide an estimated delivery date in their bid response!

Company Contact Information:	Phone:
	E-Mail:

“By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.”

Administration

Purchasing Division

600 West Fourth Street
Davenport, Iowa 52801-1030



Ph: (563) 326-8793 Fax: (563) 328-3285

Email: purchasing@scottcountyiowa.com

December 12, 2019

#19489 Uniformed Security Services

Scott County is seeking to contract security services- a uniformed security officer for the Administrative Center, 600 West 4th St, Davenport, IA 52801.

Services to be primarily Monday through Friday 7:30 am – 5:00 PM.

– No holidays when the building is closed.

- Extended coverage until 5:15 on most Wednesdays
- Extended coverage until end of Board of Supervisors meetings, every other Thursday, generally not past 6:30

Staffing should be provided in a manner that does not increase hourly rate for County.

Additional times for any after-hours meetings in the building, these occurrences would have advance notice for those events.

Staff would provide a security presence at the Administrative Center, answer questions and direct public to the correct office to handle their needs, perform walk thru of the building per proper security protocols, respond to staff reported disturbances in the building as needed and provide additional information to responding bailiff/ police units. Would perform building sweeps at the end of the shift to make sure no members of the public remained in the building.

They will work in conjunction with Scott County Facility and Support Services department for scheduling and the Scott County Sheriff and / or Davenport Police Department for police assistance if needed.

Service agreement time period thru June 30, 2020, with ability to cancel with a 30 day notice by either party.

Option to renew for a one-year increment of July 1, 2020 to June 30, 2021.

This service contract will be managed by Scott County Facility and Support Services Department, 600 West 4th Street, 6th floor, Davenport, IA 52801.

Any questions regarding this request, please submit to purchasing@scottcountyiowa.com.

Please submit response, by January 7, 2020, 10:00 a.m., email to purchasing@scottcountyiowa.com.