

Entity Name: South Dakota State Government
Event Number: 8606
Event ID: 23RFP8606
Event Name: Security Services for Sioux Falls One Stop
Requested By: Missy Schuetzle
Created By: Missy Schuetzle
Due By Date: 05/03/2023 05:00 PM Central Time
Q&A Cutoff Date: 04/05/2023 11:42 AM Central Time
Invitation Type: Invitation Only
Assigned Commodities: 990-46 Guard and Security Services
Allow Supplier Terms and Conditions: No
Public Responses: No
Display Awardee: Display
Posting Board Status: Published
Event Status: Event Under Review

Section #: Name:

1 Section 1 - 23RFP8606

"Response to Offeror's Questions" Document attached.

Do not submit response through ESM Sourcing as this section is for informational purposes only. Please download RFP document and follow submittal instructions to respond.

1.0 GENERAL INFORMATION

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The Department of Social Services is seeking security guard services at 811 E 10th Street, Sioux Falls, SD.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The Division of Operations is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, Department of Social Services. The reference number for the transaction is 23RFP8606. Refer to this number on all proposals, correspondence, and documentation relating to the RFP.

Please refer to the Department of Social Services website link <http://dss.sd.gov/keyresources/rfp.aspx> for the RFP, any related questions/answers, changes to schedule of activities, amendments, etc.

1.3 LETTER OF INTENT

All interested offerors are requested to submit a non-binding **Letter of Intent** to respond to this RFP. While preferred, a Letter of Intent is not mandatory to submit a proposal.

The letter of intent must be received by email in the Department of Social Services by no later than the date noted in section 1.4 Schedule of Activities and must be addressed to Kirsten.Smart@state.sd.us. Place the following, exactly as written, in the subject line of your email: **Letter of Intent for 23RFP8606**. Be sure to reference the RFP number in any attached letter or document.

1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication	<u>04/05/2023</u>
Letter of Intent to Respond Due	<u>04/12/2023</u>
Deadline for Submission of Written Inquiries	<u>04/19/2023</u>
Responses to Offeror Questions	<u>04/21/2023</u>
Request for SFTP folder	<u>04/21/2023</u>
Proposal Submission	<u>05/03/2023</u>
Oral Presentations/discussions (if required)	<u>TBD</u>
Deadline for Completion of Site Visits (if required)	<u>TBD</u>
Proposal Revisions (if required)	<u>TBD</u>

1.5 SITE VISITS

To be scheduled as needed.

1.6 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration.

Proposals must be submitted as PDFs via Secured File Transfer Protocol (SFTP). Offerors must request an SFTP folder no later than the date indicated in the Schedule of Activities by emailing Kirsten Smart at the email indicated on page one.

The subject line should be **23RFP8606 SFTP Request**. The email should contain the name and the email of the person who will be responsible for uploaded the document(s).

Please note, offeror will need to work with their own technical support staff to set up an SFTP compatible software on offeror's end. While the State of South Dakota can answer questions, State of South Dakota is not responsible for the software required.

All proposals may be signed in ink or digitally by an officer of the offeror legally authorized to bind the offeror to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected.

No proposal may be accepted from, or any contract or purchase order awarded to any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

None