

PRAIRIE STATE COLLEGE
Office of Finance and Administration

RFP Specifications: Security and Campus Patrols

Item #	Specifications	Quantity	Hourly Cost	Total Annual Estimated Cost
1	Two Security Officers per day working 11:00pm to 7:00am MAIN CAMPUS Total estimated Annual Hours of coverage: 5,840 (Estimated hours include Holidays.)	2		
2	Year 2 option			
3	Year 3 option			
	Current Certificate of Insurance must be included with proposal			
	<p>Specifications are as follows:</p> <p><u>Specific Duties</u> Main Campus: The successful bidder must assure that the Prairie State College be staffed by two, properly trained uniformed security officers. Each officer must be at least 18-years of age, possess an Illinois Permanent Employee Registration Card (PERC) and successfully have completed 20-hours of Security Officer training. Each security officer will be required to undergo Campus Security Authority training that will be provided by the Chief of Police of PSC.</p> <p>The assigned officers will conduct internal and external building campus checks and external vehicle patrols around buildings and grounds, using the vehicle supplied by PSC. The designated patrol area for security officers shall be PSC lots A, B, C, D, E, F, TWL and CLC.</p> <p>Contract Security Officers shall be limited to patrols within areas delineated for the main campus. The motorized patrol member shall inspect the security of the following campus buildings; Children Learning Center, The Health Tech building, and buildings identified as H, K, and I. This requirement shall extend to any newly PSC purchased or leased property. Security officers assigned to the Main campus location will be required to receive direction and control from the Chief of Police through a police designee.</p> <p>(NOTE: Prairie State College has a separate campus located in Matteson Illinois. When operational, the successful contractor may be asked to assign a single security officer to the MAC for hours to be determined later.)</p>			
<p>FOB: Prairie State College, 202 S. Halsted St., Chicago Heights, IL 60411</p>				
<p>Company Name: _____</p> <p>Signature: _____</p> <p>Phone Number: _____ Date: _____</p>				