



Loudoun County, Virginia

Department of Finance and Budget
Division of Procurement
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175
www.loudoun.gov/procurement

March 2, 2020

NOTICE TO BIDDERS

ADDENDUM NO. 1

RFQ 201782

The following changes and/or additions shall be made to the original Invitation for Bid (IFB) No. RFQ 201782 Inmate Haircuts. Please acknowledge receipt of this addendum by signing and returning with your bid.

1. Attached are the responses to questions received by the County related to this IFB.
2. Section 2.0 Terms and Conditions shall be updated to include the following:

2.36 Prison Rape Elimination Act (PREA) of 2003

The Contractor certifies that it does not and will not during the performance of this Contract violate the provisions of the Prison Rape Elimination Act (PREA) of 2003.

The Contractor shall submit criminal background record checks on all employees and/or independent contractors that will be providing services where inmates (adult and/or juvenile) are held. Criminal background checks shall be conducted at least every five (5) years on all employees and/or independent contractors or Contractor shall have in place a system for otherwise capturing such information for current employees.

In addition, the Contractor shall verify that all employees and/or independent contractors that will be providing services where juvenile inmates are held are not listed on any applicable child abuse registries.

The County will provide training to all employees and/or independent contractors on their responsibilities under the County's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.

Prepared By: /s/ Katrice A. Walker Date: March 2, 2020

Acknowledged By: _____ Date: _____

QUESTIONS AND ANSWERS

Q.1 Can the County disclose the current price of this contract?

A1. For the current pricing, please contact the Contracting Officer at katrice.walker@loudoun.gov.

Q.2 Are male barbers allowed to cut Female hair and are Female barbers allowed to cut Men heads?

A2. Yes.

Q.3 Does there have to be a mix of Barbers and Cosmetologists? Are women haircuts scissor trims or clippers only?

A3. No, just barbers. Typically, either can be used as the barber deems necessary.

Q.4 For the ADC haircuts does 4 times per month mean that we have to service all 330 inmates 4X per month or we have to complete all 330 within the month on 4 separate days?

Same question for WRC 2 times per month for the 20 inmates or we cut all 20 inmates within the month on 2 separate days.

A4. There are designated housing units identified each week for the haircut services. Only those inmates requesting haircuts from these units will receive a haircut. The 330 number would be the MAXIMUM number of cuts possible in a month but seldom exceeded. The inmates receive 1 cut per month on us, if they wish a second cut – they have to pay for it.

With the WRC, the same scenario as above exists. 20 would be the maximum cuts for the month unless any of them wish to pay for an additional cut.

Q.5 What's the Maximum number of Barbers we can bring?

A5. 2 barbers for each scheduled haircut day.

Q.6 Who creates the schedule? Are we allowed select the dates and Times?

A6. Our Programs staff oversee the barber operations. Currently, the scheduled day for haircut services are Wednesdays from 8 a.m. to 4 p.m.

Q.7 Can we get an interpretation of the allowed 5mins per cut? Are inmates allowed to ask for a specific cut or is everyone getting the same cut?

A7. We allow approximately 5 minutes per cut to prevent inmates from requesting elaborate cuts...these are not allowed. They can ask for a specific type of cut, but nothing elaborate.

Q.8 What type of equipment is furnished for the workers i.e.? Clippers, barber or Styling Chairs, combs etc.?

A8. The ADC supplies a complete barbers set for each barber. These sets include drapes, clippers, different types of cutting combs, regular combs, scissors, etc.

Q.9 Will there be Security on hand?

A9. Yes, at all times.