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September 4, 2015

IN REPLY PLEASE REFER TO:  
15:CPO/273

TO: Interested Parties

FROM: Rick T. Sogawa   
Procurement Officer

SUBJECT: Invitation for Bids No. PMB-2015-20, Addendum No. 1  
Security Services for Various Federally Funded Public Housing  
Properties under Asset Management Projects 30 and 33 on the Island  
of Oahu

This Addendum No. 1 is to amend the Invitation for Bids (IFB), provide responses to written questions received at the Pre-Bid Conference conducted by the Hawaii Public Housing Authority (HPHA) on September 1, 2015, up until September 2, 2015, and provide clarification as follows:

**Part I – Amendments to the IFB:**

1. Section 2, Specifications, Paragraph II, General Requirements, the last paragraph of Subparagraph H. Price Adjustment by the State is hereby amended to read as follows:

“The bid price per hour for emergency services shall ~~ne~~ **not** exceed the bid price per hour for regular scheduled security services at a rate higher than 1.5 times the regular rate. A bid offer with an emergency hourly rate at higher than 1.5 times the regular rate shall be considered non-responsive. The HPHA is unable to provide a projected number of emergency hours for emergency services at the issuance of this solicitation. The HPHA reserves the right to request/require any quantity of emergency service hours at the accepted bid price for the applicable Contract performance period.”

2. Section 2, Specifications, Paragraph III, Scope of Work, Subparagraph B.3.d. on page 38 of the IFB is hereby deleted in its entirety and is replaced with the following:

“d. Separate invoices shall be submitted for each of the following services:

- i. Roving patrol;
- ii. Special events, administrative and/or judicial hearings; and
- iii. Emergency Services.

Special events, administrative and/or judicial hearings, and emergency services will be paid through other means such as State purchase orders.”

- 3. Attachment 8, Special Conditions of the IFB document contains two (2) page number 2s. The second page 2 of the Special Conditions shall be deleted from the IFB document.
- 4. All other terms and conditions of the IFB shall remain the same.

**Part II – Written Questions and Responses:**

**Question 1. a.** Who is the current incumbent?

Response: The current incumbent is Alii Security Systems, Inc. for both Groups.

b. When were they awarded the contract?

Response: Allii Security Systems, Inc. was awarded a 12-month contract on October 30, 2012 with services to start on November 1, 2012. The contract included up to 24 months of options to extend to be exercised at the sole discretion of the HPHA.

**Question 2.** Estimated usage (number of hours) of prior contract?

Response: The estimated numbers of hours each Asset Management Project (AMP) for the Alii Security Systems, Inc. contract are as follows:

AMP 30 (Puuwai Momi):

Performance Period	Roving Patrol Hours	Special Event Hours	Admin and or Judicial Hearing Hours
11/1/2012 – 10/31/2013	12,586	675	100
11/1/2013 – 10/31/2014	12,530	675	100
11/1/2014 – 10/31/2015	12,544	675	100

AMP 33 (Kamehameha Homes & Kaahumanu Homes):

Performance Period	Roving Patrol Hours	Special Event Hours	Admin and or Judicial Hearing Hours
11/1/2012 – 10/31/2013	5,840	416	100
11/1/2013 – 10/31/2014	5,840	416	100
11/1/2014 – 10/31/2015	5,840	416	100

**Question 3.** Estimated number of hours for this contract?

Response: Information on the estimated number of hours for the resulting contract is provided on the Bid Offer Form, Attachment 2 of the IFB document.

**Question 4.** What is the current bill rate?

Response: The current bill rates for the contract period ending 10/31/2015 are as follows:

AMPs 30 and 33:

Service	Rate
Roving Patrol	\$21.00
Special Events	\$21.00
Administrative and/or Judicial Hearings	\$21.00
Emergency Services	\$31.50

**Question 5.** What was the bill rate upon the previous award?

Response: The bill rates for the previous award for the contract period ended 10/31/2012 are as follows:

AMP 30:

Service	Rate
Roving Patrol	\$19.95
Special Events	\$19.95
Administrative and/or Judicial Hearings	\$19.95
Emergency Services	\$29.00

AMP 33:

Service	Rate
Roving Patrol	\$20.20
Special Events	\$20.20
Administrative and/or Judicial Hearings	\$20.20
Emergency Services	\$30.30

**Question 6.** Is there a prevailing wage associated with this RFP?

Response: Yes, the prevailing wage information is provided under paragraph E. Statutory Requirements of Section 103-55, HRS, of the IFB document (page 22).

Note that this solicitation is an Invitation for Bids (IFB), not a Request for Proposal (RFP).

**Question 7.** Was there a prevailing wage in the last contract?

Response: Yes, the statutory requirements of Section 103-55, HRS, apply to all contracts entered into in excess of \$25,000.

Published wage information for Bargaining Unit 3 (Security Officer) can be downloaded from the Department of Human Resources Development website: <http://dhrd.hawaii.gov/state-hr-professionals/class-and-comp/salary-schedules/bu-03-white-collar-non-supervisor-bu-04-white-collar-supervisor/>.

**Question 8.** Can we get clarification on this requirement:

“X. Additional Materials and Documentation

Bid samples or descriptive literature should not be submitted. Any unsolicited documentation, literature, samples, or brochures received as part of the bid submission shall not be examined or tested and will not be deemed to vary any of the provisions of the IFB.”

We are wondering if this means that we are not to submit a lengthy proposal and your agency is looking for just the required forms to be submitted.

Response: Yes, as this is an IFB, bidders shall follow the instructions provided in Section 3 of the IFB document and submit only the required forms/documents. Submission of a proposal is not required and it will not be examined as part of the evaluation and award process.

**Part III – Clarification:**

For clarification purposes, there is no prevailing wage rate for a security supervisor position in this solicitation. As the scope of work on the resulting contract does not require a security supervisor to perform the services in the capacity of a supervisory security officer position, the prevailing wage does not apply in this solicitation. However, the cost of the supervisory security officer to administer the services, inclusive of conducting the community walk, may be considered an administrative/overhead cost factor for the bidder and may be included in the unit bid price for the service items.

Please contact Ms. Tammie Wong, IFB Coordinator, at (808) 832-6090 should you have any questions. Thank you.