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Houston Housing Authority

The Houston Housing Authority (HHA), has issued this Amendment No. 3 to RFP 24-13 Security Guard Services for the purposes of:

1. Answering the following questions that was submitted to HHA by the specified due date:

Question 1: Who is the current incumbent?

Answer 1: Elite Protection Services

Question 2: When was the current incumbent awarded the contract, could you please provide us copy of current contract?

Answer 2: May 30, 2019. We cannot provide a copy of the contract at this time.

Questions 3: Are there any subcontractors being used for the current contract?

Answer 3: This information is not available at this time.

Question 4: What was the initial term length of the current contract?

Answer 4: 5 years.

Question 5: What was the start date of the initial contract?

Answer 5: May 30, 2019.

Question 6: What was the amount spent in the last 12 months?

Answer 6: HHA does not provide that information during an open solicitation.

Question 7: What was the total spent in the last in the last billed month?

Answer 7: HHA does not provide that information during an open solicitation.

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Question 8: Are there any other rates billed separately? (such as equipment, vehicles, etc.)

Answer 8: No.

Question 9: Are there any significant modifications from the previous contract to the new one? For instance, an increase in hours, a change in guard type (e.g., armed vs unarmed), or a need for additional resources?

Answer 9: No.

Question 10: What was the amount spent on this contract last year?

Answer 10: HHA does not provide that information during an open solicitation.

Question 11: What is the estimated total number of annual hours for this contract?

Answer 11: The estimate number of hours annually is 8,000.

Questions 12: What is the current bill rate for each position?

Answer 12: HHA does not provide that information during an open solicitation.

Question 13: Are there any additional services that may be needed that are not listed in the RFP? (For instance, the need of additional sites, seasonal required security, etc.)

Answer 13: No.

Question 14: Beyond the state and federal minimum wage, is there a living wage ordinance, local mandated wage, or contract-specific wage?

Answers 14: No, just David Bacon.

Question 15: Is a Bid Bond or performance bond required? If yes, how much?

Answers 15: No

Questions 16: Is the current contract using vehicles? If yes, how many?

Answers 16: No vehicles needed for these two properties.

Questions 17: Could you please clarify the number of copies you need of the proposal; do you only need the original or the flash drive?

Answers 17: You will need to provide one Original copy and a flash drive.

Questions 18: Was there a liquidation penalty on the previous contract?

Answer 18: No.

Question 19: Is Section 3 Compliance Report, are they supposed to be filled out after the contract award or before when we submit our bid?

Answer 19: The Section 3 attachment must be submitted selecting the section 3 program you will participate in. If you are hiring workers or have workers that already qualify, that paper work can be submitted to the section 3 coordinator after contract.

Question 20: Is it required that we include our proposal when submitting the Exhibit C Fee Schedule form?

Answer 20: All documentation listed in Section 7 must be included when you submit your bid. Any missing documents may make your response “Non-responsive.”

Questions 21: Does the USB containing all files and applications (unlocked) need to be placed inside of the 3-ring binder or separately?

Answer 21: You can place it securely in the 3-ring binder or in an envelope.

Questions 22: Under section 7.3.14 and subsection 7.3.14.1, is it requiring both, 2 years income statements and 2 years of IRS tax forms, or is one or the other acceptable?

Answer 22: Please provide your company’s financial documents that indicates two years of your company revenue/income and documentation that indicates your company ability to operate efficiently.

Question 23: Who is/are the incumbent(s)?

Answer 23: Elite Protective Services.

Question 24: What are the current guard rates?

Answer 24: HHA does not provide that information during an open solicitation.

Question 25: What are the current hourly rates being billed?

Answers 25: HHA does not provide that information during an open solicitation.

Questions 26: What is the budget for this service?

Answers 26: HHA does not provide that information during an open solicitation.

Questions 27: How much has been paid in the past year for this requirement?

Answers 27: HHA does not provide that information during an open solicitation.

Question 28: What equipment will be provided?

Answers 28: A security desk and phone line.

Questions 29: What is required to be provided by contractor?

Answers 29: Necessary guard equipment to complete task.

Questions 30: Is there a prevailing wage rate?

Answers 30: David Bacon will be the wage rate.

Questions 31: Is parking provided for the guards, and are there lockers or other areas available for guards to keep personal items?

Answers 31: Guard can park in the Parking lot and no lockers will be provided.

Questions 32: What challenges, problems or issues have been experienced at the locations?

Answers 32: This is an elderly site and there are no major problems.

Questions 33: Will other locations be added?

Answers 33: Not at this time.

Questions 34: Are all guards unarmed?

Answers 34: Yes.

Questions 35: Would there ever be a need for armed?

Answers 35: Not at this time.

Question 36: Does the Non-Collusive Document need to be notarized?

Answers 36: Yes

Question 37: Section 7.3.14 regarding Financial Statements can they be submitted if offeror is under consideration, or must they be submitted with proposal?

Answer 37: All documents must be submitted at the same time.

Questions 38: Page 5, section 7.3 refers to a hard copy original, is this a requirement?

Answer 38: Yes, it's a requirement.

Questions 39: Page 5, section 7.2.1 refers to a flash drive, Is this a requirement?

Answer 39: Yes, it's a requirement.

Question 40: Page 12, section 20.3, what form of proof is required for sam.gov registration? Is the UEI number sufficient?

Answer 40: Yes.

Question 41: Is there a page limit to the submission?

Answer 41: No.

4/9/2024

Date

Katrina Heard

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A Fair Housing and Equal Employment Opportunity Agency.  *For assistance: Individuals with disabilities may contact the 504/ADA Administrator at 713-260-0353, TTY 713-260-0574 or 504ADA@housingforhouston.com*