



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599

202-535-1000

Tyrone Garrett, Executive Director

Addendum

Addendum No. 1

Issued: July 3, 2018

**ARMED SECURITY GUARD SERVICES AT DCHA WAREHOUSE
Request for Proposals (RFP)
0028-2018**

All Respondents shall acknowledge receipt of this addendum, sign below and return it with your bid. **Failure to acknowledge receipt of this addendum may be cause for rejection of your bid.** Respondents are informed that the above named solicitation is modified as follows:

The District of Columbia Housing Authority submits its responses to all questions received related to the subject solicitation. Please reference Attachment A.

All Other Terms and Conditions Remain Unchanged

End of Addendum No. 1


Cheryl Moore
Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

ATTACHMENT A
Addendum No. 1
DCHA RFP 0028-2018
Armed Security Guard Services at DCHA Warehouse

Question 1: Who should I direct Right to Know requests regarding this bid?

DCHA Response: Freedom of Information Act (FOIA) request should be directed to DCHA's Office of the General Counsel (OGC). Inquiries may be emailed to foia@dchousing.org.

Question 2: What are the total billable hours per year?

DCHA Response: Respondents should anticipate 40 hours a week excluding 11 holidays observed by DCHA and noted within the Wage Determination.

Question 3: Who is the current incumbent?

DCHA Response: This information can be requested through the Freedom of Information Act (FOIA) by contacting DCHA's Office of the General Counsel (OGC). Inquiries may be emailed to foia@dchousing.org.

Question 4: Will there be a Pre-bid meeting for this solicitation?

DCHA Response: No.

Question 5: How many Armed Guards are you seeking?

DCHA Response: One Armed Security Guard Monday through Friday from 8:15 a.m. through 4:45 p.m.

Question 6: Are you seeking just armed guards on foot or are you also seeking an armed guard vehicle on the premises as well?

DCHA Response: Services required are specified in Section B of the Solicitation, Description of Services.

Question 7: What is the minimum salary you are requiring armed guards to be paid? The Appendix lists "Guard 1" and "Guard 2" minimum salaries but does not state which level you are seeking for this RFP.

DCHA Response: The RFP solicits Armed Security Guard Services. Armed Security Guards are Guard II and the minimum required wages are on Page 6 of the attached Wage Determination, Attachment N.

Question 8: Are you seeking an Armed Supervisor as well? If so, more than one? Or are you content with having a roving supervisor who conducts occasional site visits?

DCHA Response: Please see DCHA response to Question No. 6.

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Question 9: When is the anticipated start date of this contract and the approximate end date?

DCHA Response: Please refer to Page 26 – F.1 Timetable. DCHA anticipates no later than September, contingent upon the value of contract award.

Question 10: Is the requirement one Armed Security Office for 40 hours a week? Please clarify.

DCHA Response: Yes, Monday through Friday from 8:15 a.m. through 4:45 p.m.

Question 11: When was the current incumbent awarded the contract? Is it possible to receive a copy of the contract?

DCHA Response: Please see DCHA response to Question No. 3.

Question 12: Estimated usage (number of hours) of prior contract?

DCHA Response: Please see DCHA response to Question No. 2.

Question 13: What is the current bill rate?

DCHA Response: Please see DCHA response to Question No. 3.

Question 14: What is the previous bill rate?

DCHA Response: Please see DCHA response to Question No. 3.

Question 15: Is overtime rate lined in the contract?

DCHA Response: No, there is no overtime outlined in the solicitation.

Question 16: What was the contract amount spent last year?

DCHA Response: Please see DCHA response to Question No. 2.

Question 17: Is there any minimum wage pay?

DCHA Response: Please see DCHA response to Question No. 7.

Question 18: Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?

DCHA Response: Please see DCHA response to Question No. 7.

Question 19: Is there a page limit for the proposal submission?

DCHA Response: The page limitation for proposal submissions is noted on Page 5 – Content of Proposals.

ATTACHMENT A
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Question 20: Are there any additional Security Guard services to this contract?

DCHA Response: Please see DCHA response to Question No. 6.

Question 21: Does this contract require a marked patrol vehicle?

DCHA Response: Please see DCHA response to Question No. 6.