



STATE OF HAWAII
OFFICE OF HAWAIIAN AFFAIRS
560 NORTH NIMITZ HIGHWAY, SUITE 200
HONOLULU, HAWAII 96817

August 9, 2024

TO: Interested Bidders

FROM: Geena Chau
Procurement Agent

SUBJECT: Invitation for Bids (“IFB”) No. OPS 2024-017, Addendum No. 1
SECURITY SERVICES FOR THE OHA’S OAHU OFFICE

A. Questions and Answers:

1. Who is the current incumbent?

There is no incumbent contractor for the security services for the OHA’s Oahu office.

2. When was the current incumbent awarded the contract? Could you please provide a copy of the current contract?

See answer to Question No. 1.

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

See answer to Question No. 1.

4. What was the initial term length of the current contract? (for example, 1 year plus 4-year options, etc.)

See answer to Question No. 1.

5. What was the start date of the initial contract?

See answer to Question No. 1.

6. What was the amount spent in the last 12 months?

See answer to Question No. 1.

7. What was the total spent in the last billed month?

See answer to Question No. 1.

8. Are there any other rates billed separately (e.g. equipment, vehicles, etc.)

See answer to Question No. 1.

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), a need for additional resources?

See answer to Question No. 1.

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

See answer to Question No. 1.

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

If you are asking about the incumbent, see answer to Question No. 1. If you are asking about the contract resulting from this IFB, then the estimate is 4,948 hours for the initial 12-month period.

12. What is the current bill rate for each position?

See answer to Question No. 1.

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.

See the Scope of Work stated in the IFB No. OPS 2024-017.

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

| Classification | Pay Grade | Hourly Rate |
|--------------------|-----------|----------------------|
| | | Effective 07/01/2024 |
| Security Officer I | SR-13 | \$21.74 |

See <https://dhrd.hawaii.gov/state-hr-professionals/class-and-comp/>.

15. Is there a specific way you would like the response to be prepared? For example: bound, unbound, 3-ring binder(s), pages limits, paper type, etc.?

The bid offer shall be submitted and received through HlePRO. Any original bid offer received outside of HlePRO, including faxed, hand-delivered, or e-mailed offers, shall not be accepted or considered for the award.

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

See answer to Question No. 1.

17. Will your agency hold a public opening? If yes, can you please provide with the date, time, and location?

Bid offers are publicly available on HlePRO upon the date and time of bid closing on HlePRO on Wednesday, August 14, 2024, 2:00 p.m. HST.

18. Are there any MWBE/VS/DBE or other goals for this project?

No.

19. Could you please clarify how many originals and copies are being requested of the technical proposal and the cost proposal?

The interested bidder shall submit their single bid offer through HiePRO.

20. Was there a liquidation penalty on the previous contract?

No.

21. You guys have security already?

There's the building security but we want more security just for our OHA doors.

22. You need 2 guards?

Yes.

23. Are those doors open (by the mailboxes)?

Yes, but the doors are closed around 6:30 p.m., even the rolldown doors.

24. The homeless can come through here (in the building)?

Yes.

25. Do we escort Trustees?

The escort services are primarily for the staff parked at Dole Cannery Parking Garage.

26. How is it, escort by request or a time?

Both.

27. Do they just call the guard for the escort services?

Yes.

28. Is the phone provided?

The bidder shall provide all labor, equipment, supplies, and other means necessary to provide the security services to the OHA.

29. Where would the guard park?

Dole Cannery Parking Garage.

30. 2 parking for the guards?

Yes.

31. There are homeless clean ups every 2-weeks, so is it just the homeless issue here?

Yes, but they come back.

32. Were there any major issues from the Atooi situation?

No, there was an OHA staff who had a few incidents with the homeless.