



# Housing Authority of the City of Pittsburgh

Contracting Officer  
100 Ross Street  
2<sup>nd</sup> Floor Suite 200  
Pittsburgh, PA 15219  
(412) 456-5248  
Fax: (412) 456-5007  
www.hacp.org

**February 15, 2012**

## **Constable Security Services Authority Wide RFP#250-05-12**

### **ADDENDUM NO.2**

This addendum issued February 15, 2012 becomes in its entirety a part of the Request for Proposal RFP#250-05-12 as is fully set forth herein:

**Item 1:**           **Q:** Does the current Security Provider have sworn in officers under 501 or 301 for the HACP properties to Arrest and/or detain?

**A:** Please refer to the scope of services for RFP No. 250-05-12 for what is required for the proposed contract. This RFP does not contemplate "sworn in officers under 501 or 301 for the HACP properties to Arrest and/or detain."

**Item 2:**           **Q:** Will the security provider if given the power to arrest be responsible for transporting to Allegheny County Jail?

**A:** No

**Item 3:**           **Q:** Does the HACP provide a central office on any of the properties for the Security Provider?

**A:** No

**Item 4:**           **Q:** Does the HAPC have an active ORI number to have officers sworn in under?

**A:** HACP does not contemplate utilizing an ORI number for this purpose.

**Item 5:**           **Q:** Would the HACP accept a MOPECT certified officer with a PA 235?

**A:** Yes, potentially, as long as he or she meets the minimum training requirements outlined in the RFP.

**Item 6:** Q: Will the current security schedule that the current contractor has be provided for a base line model?

A: Please refer to the RFP that provides that hours are subject to change at Authority's discretion.

**Item 7:** Q: Can the HACP provide crime statistics for each of the locations listed on the RFP?

A: No. Refer to City of Pittsburgh criminal statistics.

**Item 8:** Q: Does the HACP have a current repeater set up for radio communications and if so, will the security provided be allowed to trunk in?

A: No

**Item 9:** Q: With reference to the fee schedule, since the HACP is asking for an all inclusive price, once a security provider is chose, will there be any other price negotiation for special details, court time and or any other special circumstance that may arise?

A: No

**Item 10:** Q: With an approved working model for manpower, will the HACP allow sufficient time, (90days) for chosen security provider to hire, train, background and outfit its officers?

A: In the proposal, contractor must provide proof of their ability to staff, outfit and administrate the constables in the preliminary schedule indicated in the RFP. Authority expects constables to be on the ground within one week of the contract being fully executed.

**Item 11:** Q: Appendix A pages 57-63 refers to PCCD "Act 49" specific training. Where can prospective security companies find an accredited program and or certified instructor for this type of training outside of a sanctioned PCCD facility? And is contact information available?

A: It is responsibility of the Contractor to locate accredited training programs that meet the requirements outlined in the RFP.

**Item 12:** Q: Uniforms for HACP should they display information for:

- Constable only
- GPA Protection only
- HACP only
- Constable and HACP
- Constable and GPA Protection
- HACP and GPA Protection

A: Uniforms shall display contractor's company insignia. The Constable shall be completely outfitted with Authority approved uniforms, identification and other equipment as needed and as deemed acceptable by the HACP, at all times while on duty.

**Item 13:** Q: Vehicles for HACP should they be marked or unmarked. If marked I revert back to question number 1. What identifying marks are required for the patrol vehicles?

A: Marked with Contractor's Company Insignia

**Item 14:** Q: Who will be supplying the security officers with the power to detain and arrest?

A: Scope will be amended to remove requirement for powers to detain and arrest.

**Item 15:** Q: Each officer should have Act 235 as well as Constable trained at a minimum?

A: All Constables as defined in the RFP must be licensed in the Commonwealth of Pennsylvania to carry and operate a firearm in the course of their duties outlined in the RFP. All Constables must possess the minimum required training as outlined in the RFP.

**Item 16:** Q: Item Addendum 1- You are requesting a cell phone with GPS per site, is that correct?

A: If contractor is providing a cell phone to Constables, then Authority requests to have the ability to track the phone via GPS. There will be one tracked phone per site at a minimum. Tracking may be administered by contractor, but tracking information shall be delivered to Authority upon request.

**Item 17:** Q: You are requesting one roving supervisor per shift city wide, is that supervisor billable?

A: No, all costs should be included in hourly rate, except mileage costs.

**Item 18:** Q: Will you entertain any changes to the indemnity?

A: No.

**Item 19:** Q: Can we bill bi-weekly or bi-monthly?

A: Contractor shall submit weekly invoices to Authority.

**Item 20:** Q: Mileage reimbursement- What will billable mileage reimbursement be? Will it be broken down weekly/monthly per community?

A: Mileage rates will be billed at the amount set by the federal government/IRS. Cost should be broken down weekly and by community.

**Item 21:** Q: Roving Supervisor- Will the mileage be billed to a community or to the HACP as a whole?

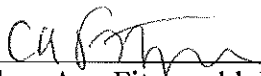
A: Supervisor cost is part of overhead..

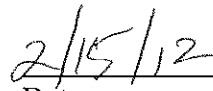
**Item 22:** Q: Please clarify the roving constable or constable equivalent hours are billable as a line item or the cost of the time that they work has to be built into the hourly rate that we charge for the billable constable hours while on site. If they are not billable as a line item then should we assume there will be 168 hours per week non billable as a line item as we do not know how many shifts the HACP is going to need coverage and it could be 24 hours per day at one or more site.

A: All costs should be included in hourly rate, except mileage costs. Regular constable schedule is subject to change by Authority.

**Item 25:** The proposal due date, time and location, remain unchanged at Wednesday, February 22, 2012 at 11:00 AM. at the HACP Procurement Dept., 100 Ross St. 2<sup>nd</sup> Floor, Suite 200, Pittsburgh, PA 15219.

**END OF ADDENDUM NO. 2**

  
\_\_\_\_\_  
Clare Ann Fitzgerald, Esq.  
Contracting Officer

  
\_\_\_\_\_  
Date