



818 S. FLORES ST. SAN ANTONIO, TEXAS 78204 www.saha.org

Procurement Department

ADDENDUM # 1

To: File 2003-990-46-5009
IFB for: Security Services Agency Wide

Changes:

Change 1: Pre-Bid Meeting scheduled for Friday, April 3, 2020 @ 10:00 AM. Has been cancelled due to Coronavirus Shelter In Place order issued. Please submit all questions via email to Shayne_everett-endres@saha.org. Due date for the proposal has not been changed at this time.

The following questions are asked:

Question 1: What was the incumbent cost of the previous contract?

Answer 1: Information can be done through an Open Records Request via our website www.saha.org.

Question 2: How many: 1) Commissioned officers 2) Non-Commissioned 3) Peace officers 4) Fire watchers 5) Vehicles are required? What are the approximate hours for each category?

Answer 2:

1. **Commissioned Guards** are only used by the Beacon Portfolio (with dismount)
 - a. **Homestead Apartments** (5800 Medina Base Rd.) and **La Providencia** (2525 Castroville Rd.) each have 5 visits per day on Saturdays & Sundays with random patrols during the following:
 - i. First visit - Day time;
 - ii. Second visit - Afternoon;
 - iii. Third visit - evening;
 - iv. Fourth visit - night;
 - v. Fifth visit - night.
 - b. **Castle Point** (5320 Blanco) 3 visits per day on Fridays & Saturdays (after midnite).

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- c. **Dietrich** (4816 Dietrich Rd.) has patrols on Fridays: 7 pm - 6 am; Saturdays: 3 pm - 6 am; Sundays: 3 pm - 6 am; and Wednesdays: 6 pm - 6 am with random visits, but spaced apart. Two (2) before midnight; Two 2 after midnight and at least 90 minutes between visits on Fridays and Wednesdays. For Saturdays and Sundays 3 visits before midnight and one after - with at least 90 minutes between each visit.
- d. **Converse Ranch 1&2** (8355 Crestway Dr., Converse, TX) Commissioned Guard with Dismount, has 4 visits per day, with dismount. Staff requested that the guard spend one (1) hour on site (both phases) during each visit. Days for Patrols: Seven (7) days a week. Times for Patrols: Random patrols between 6:30 p.m. to 6:00 a.m. (conditional on each patrol being no less than one hour)
- 2. **Non-Commissioned** guard are used at the Senior and Disabled Properties, which are divided into geographically located Clustered Patrol Groups A,B,C,D (all with dismount):
 - a. Clustered Group A: Mirasol - 20 visits (per week) (4222 El Paso); Veramendi - 20 visits (615 Barclay), Cheryl West - 10 visits (333 W. Cheryl), Westway - 20 visits (5627 Culebra)
 - b. Clustered Group B: Mission - 20 visits (per week) (5825 Analissa); Riverside: 10 visits (515 Riverside); Fair: 20-25 visits per week (1215 Fair Avenue); Highview: 10 visits per week (1351 Rigsby); Lewis Chatham: 10 visits per week (6405 S. Flores)
 - c. Clustered Group C: Parkview: 15 visits (per week) (114 Hickman); College Park: 5 visits (2011 N. Flores); Park Square: 5 visits (800 E. Park); Villa Tranchese: 15 visits (307 Marshal); Marie McGuire: 5 visits (211 N. Alamo); Villa Hermosa: 5 visits (327 N. Flores);
 - d. Clustered Group D: Springview (South-722 S. Mel Waiters Way; North-Montana St.; Senior Housing-651 S. Mel Waiters Way; Convent and Springview Annex): 15 visits; WC White: 10 visits (618 N. Hackberry); Village East: 5 visits (819 N. Hackberry); Olive Park: 5 visits per (1015 N. Olive)
- 3. **Peace Officers**
 - a. One (1) Law Enforcement Officer [LEO's] is used at SAHA Central office (M-F 7:45 AM to 6:00 PM).
 - b. LEO's are used at three large properties (Alazan, Cassiano and Lincoln). The managers make the requests for dates and times (as needed).
 - c. LEO's are used for special events (stand a post at various meetings, to include SAHA Board of Commissioners meetings).

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4. **Fire Watch:** Non-commissioned guards are used on an as needed basis.
5. **Vehicles required:** All patrols require a marked vehicle (LEO's and guards). The only exception is for SAHA Central office building, or when requested to stand a post at special events.
6. Approximate hours for each category vary.

Question 3: Please identify the incumbent contractor and their bill rates?

Answer 3: The incumbent contractor is Blue Armor. Any other information can be gained by an Open Records Request via our website www.saha.org.

Question 4: Can you also inform why the current contract is not evoking the option periods that are still available?

Answer 4: SAHA wants multiple vendors available. The incumbent contractor will still be used for all patrols at SAHA's discretion.

Question 5: What is SAHA preferred dismount, sedans, trucks, SUVs?

Answer 5: No preference, but they must be marked vehicles for all patrols (LEO's and guards).

By: Shayne Everett-Endres
Shayne Everett-Endres, Purchasing Agent

Date: March 25, 2020