



TO: ALL PLANHOLDERS OF RECORD

RE: RFP #25T-CD-215 Commercial Properties Security Services

FROM: Rashaad Esters, Procurement Manager

PAGE(S): 3, including this cover sheet

DATE: July 31, 2025

Transmitted herewith is an Addendum to the solicitation listed above. If the Addendum is **not** received in full, please contact the Procurement Office at (907) 793-3000. If all pages of the Addendum are received, please sign this sheet and email it back to CIHA's Procurement Department at Procurement@cookinlethousing.org.

Company's Name

Company's Representative

Date

RFP 25T-CD-215 Commercial Properties Security Services Addendum #2

This document forms a part of and modifies the solicitation as noted below. Respondents must acknowledge receipt of this addendum. Failure to acknowledge receipt of this addendum may subject Respondent to disqualification.

PROJECT: Commercial Properties Security Services

FOR: Cook Inlet Housing Authority

The following corrections, clarifications, additions, and/or deletions to the RFP 25T-CD-215 are hereby made a part of said documents. All other terms and conditions remain the same.

This Addendum Shall:

1. Answer questions received by the due date July 15, 2025 5:00PM

1	Is there a directive for the guard to be armed/unarmed? Can we propose an armed guard?	There is no directive requiring an armed guard. Vendors may propose an armed guard; however, it is not a requirement.
2	Do you require only one guard on duty from 10pm-7am or is this the discretion of the Vendor. In the RFP it states there must be a guard on duty at the headquarter building at all times, is this person able to leave post to do hourly foot patrols?	The current contractor and prior contractor utilized the guard on duty to complete foot patrols as well during the shift.
3	What if there is a situation where the guard needs back up for safety? How many instances on average where there last year? Can we bill outside of the monthly fee for this scenario?	CIHA does not have incident data available, as security services were previously managed by PTP Management. Any additional charges should be clearly itemized in the monthly invoice for CIHA's review and approval.
4	How many requested events were held at the 32 Ave. building last year? Can they be invoiced separately from the monthly fee?	Per PTP Management (contract administer) CIHA has had 5 occurrences since January 2025. CIHA prefers that such call-outs be included in the monthly invoice and clearly itemized.
5	Who is the incumbent security provider?	The current security services have been provided by Signal 88.

6	When was the contract awarded?	Jan-22
7	What was the total cost for this project in 2024?	\$725,600
8	What is the reason for the current project solicitation?	Historically, CIHA's security services were managed by PTP Management. CIHA is now transitioning to manage the security contract directly, which prompted the issuance of this solicitation.
9	Are the lock up services at 1730-1800 performed by a patrol service or an additional officer	Patrol Officer
10	Is the officer who is stationed at the headquarters building to remain there for the whole shift, and another officer to perform the foot patrols of all the buildings?	The guard on shift has been executing the night time foot patrols of the buildings and outside, as well.
11	Is there a schedule of expectations when the offeror is to perform patrols of other properties?	Yes, see RFP and below for example: Check all exterior doors to ensure they are properly secure and locked. Ensure the dumpster enclosure is securely closed and free of any human or animal presence Visually inspect all windows for signs of damage or unsecured openings. Inspect all vehicles parked on-site after hours for any security concerns; document and report license plate numbers of all vehicles present.
12	Is a vehicle required for responses to the 1305 W 32nd building?	The use of a vehicle is at the discretion of the vendor. The current security firm uses one.
13	Are there any observed holidays where services would not be needed? Or is coverage 365?	The guard requirements are 365 days a year.