

**STATE OF HAWAII
DEPARTMENT OF TRANSPORTATION
HARBORS**

**ADDENDUM NO. 1
FOR
FURNISHING UNARMED SECURITY SERVICES FOR COMMERCIAL HARBOR
FACILITIES AT HILO HARBOR AND KAWAIHAE HARBOR
ON THE ISLAND OF HAWAII
PROJECT NO. RH1020-26**

March 16, 2026

The following is provided for information.

A. RESPONSES TO REQUEST FOR INFORMATION (RFI'S / QUESTIONS)

1. The attached **RESPONSES TO REQUEST FOR INFORMATION** is provided for information.

Please acknowledge receipt of this Addendum No. 1 by recording the date of its receipt in the space provided on page PF-4 of the Proposal



AARON CASTILLO
Harbors District Manager

**Questions for solicitation: B26001951 RH1020-26 Security Services Commercial
Harbors Island of Hawaii
03/10/2026**

- Question 1. **Who is the current incumbent?**
Answer Universal Protection Service, LP DBA AUS
- Question 2. **When was the current incumbent awarded the contract? Could you please provide a copy of the current contract?**
Answer On April 24, 2023, the same contract was used in the solicitation specifications.
- Question 3. **Are there any subcontractors being used for the current contract?**
Answer No
- Question 4. **What was the initial term length of the current contract? (for example, 1 year plus 4-year options, etc.)**
Answer Three (3) years with two possible 12-month extension options.
- Question 5. **What was the start date of the initial contract?**
Answer On May 1, 2023
- Question 6. **What was the amount spent in the last 12 months?**
Answer Approximately \$2,854,356.35
- Question 7. **What was the total spent in the last billed month?**
Answer Approximately \$79,539.40
- Question 8. **Are there any other rates billed separately (e.g. equipment, vehicles, etc.)**
Answer Please review PF-6 through PF-11 of the contract specifications.
- Question 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?**
Answer Yes, there is an increase in the total amount of man hours. Review PR-6 through PF-11. This is an indefinite quantity contract. The hours stated in the solicitation are for bidding purposes only. Actual quantities will vary as Harbor requirements increase or decrease.
- Question 10. **What was the amount spent on this contract last year?**
Answer In Fiscal Year 2025, \$962,458.19 was spent related to this contract.

- Question 11. **What is the estimated total number of annual hours for this contract?**
Answer Please refer to PF-6 through PF-11 of the contract specifications. The hours stated in the solicitation are for bidding purposes only. Actual quantities will vary as Harbor requirements increase or decrease.
- Question 12. **What is the current bill rate for each position?**
Answer Harbor Security Officers, \$34.94/hr; Traffic Control Officers, \$34.94, and Contract Security Supervisor \$37.81.
- Question 13. **Are there any additional services that may be needed that are not listed in the solicitation? For instance, the need of additional sites, seasonal required security, etc.**
Answer The contract specification states that, at the State's (customer's) discretion, additional duties may be required.
- Question 14. **Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?**
Answer See special provisions, 2.9, page SP-2
- Question 15. **Is the current contract using vehicles? If yes, how many?**
Answer Please refer to section 10.5 Vehicles pg. 10-17 of the solicitation
- Question 16. **Was there a liquidation penalty on the previous contract?**
Answer No, no liquidation penalties were applied.
- Question 17. **Will a site visit be scheduled.**
Answer No, a site visit will not be scheduled during the solicitation phase.
- Question 18. **The solicitation lists different minimum age requirements for the TCO and HSO positions. Specifically, the minimum age for a TCO is stated as 21, while the minimum age for an HSO is listed as 20. Can you please confirm whether this is correct? The set advancement path is TCO to HSO.**
Answer Yes, it is correct.
- Question 19. **May the awarded vendor request a price adjustment for contract Years Four and Five, given that the BU 03, Non-Supervisory Employees in White Collar Positions wage table currently reflects rates only through July 1, 2028? The awarded vendor is required to pay the applicable prevailing wage for the specified SR classification identified in the proposal each year.**
Answer No, please refer to section 7.8 SP-4, section 7.8 specifications pg.7-3, and section 10.7 pg.10-19. Bidders are able to enter by contract year to accommodate any changes that they expect to occur during the contract period.

Question 20. The pricing proposal allocates \$5,000 for First Aid and Safety Devices, and only in Year 1. The RFP also states: "Security Shelters – The CONTRACTOR may be directed to provide temporary shelters where permanent shelters are not provided by the STATE. CONTRACTOR shall submit a written request prior to any purchase, rental, or lease of security shelters assigned to the Contract for FSO approval prior to use. The STATE shall reimburse the CONTRACTOR for the actual number of temporary shelters. Costs not to exceed the dollar amount provided in the Contract for "Security Shelters." The STATE shall not direct the CONTRACTOR to provide more shelters than total dollars allocated by the Contract per year unless an amendment is properly executed between the parties." The allocated \$5,000 may not be sufficient to purchase an adequate security shelter that will last for the duration of the contract term. Additionally, leasing a shelter would not be feasible if funding is only available in Year 1. Would the State consider increasing the allocated amount or allowing costs to be allocated in Years 2–5? If not, please clarify how the State intends to reimburse the contractor for these costs should additional shelters be required during the contract term.

Answer Please refer to section 10.5 security shelters pg.10-18.

Question 21. The RFP states: "Security Officer's Parking of Personal Vehicles – With the exception of company-provided vehicles identified above, all security officers parking their personal vehicles on STATE property shall be required to purchase parking permits in accordance with Chapter 19-44-51, Hawaii Administrative Rules." Please provide the current cost of the parking permits so that contractors may accurately account for this expense in their pricing proposals. Please confirm whether this cost is to be paid by the contractor rather than the individual security officers, as requiring officers to pay for parking may effectively reduce their wages below those required under Section 103-55, H.R.S. (Wages, Hours, and Working Conditions of Employees of Contractors Supplying Services).

Answer Parking under this contract is included while performing State job duties. Permits will be issued accordingly to each individual.

Question 22. The RFP states: "Any HSO commissioned under the Contract shall have been issued a Transportation Worker Identification Credential (TWIC) in accordance with 33 CFR 101.514." Please confirm whether the cost of obtaining and maintaining TWIC credentials is to be paid by the contractor rather than the individual security officers, as requiring officers to bear this cost may effectively reduce their wages below those required under Section 103-55, H.R.S.

Answer Please refer to sections 10.3 pg. 10-1, 10-2, 10-3, 10-4, 10-5, 10-6, 10-7, 10-8, and 10-9 proper credentials are required to be on port. The contractor may elect to provide the credentials.

Question 23. **Question 1 – First Aid & Safety Devices / Security Shelters** The pricing proposal allocates \$5,000 for First Aid and Safety Devices, and only in Year 1. The RFP also states: “Security Shelters - The CONTRACTOR may be directed to provide temporary shelters where permanent shelters are not provided by the STATE. CONTRACTOR shall submit a written request prior to any purchase, rental, or lease of security shelters assigned to the Contract for FSO approval prior to use. The STATE shall reimburse the CONTRACTOR for the actual number of temporary shelters. Costs not to exceed the dollar amount provided in the Contract for ‘Security Shelters.’ The STATE shall not direct the CONTRACTOR to provide more shelters than total dollars allocated by the Contract per year, unless an amendment is properly executed between the parties.” The \$5,000 allocation may not be sufficient to purchase an adequate security shelter that will last for the duration of the contract term. Additionally, contractors may not be able to lease a shelter if funding is only available during the first year of the contract. Would the State consider increasing the allocated amount or allowing costs to be distributed across Years 2–5? If not, please clarify how the State intends to compensate the contractor for these costs should additional shelters be required during the contract term.

Answer No increases. Please refer to section 10.5 First Aid/Safety Devices pg.10-18

Question 24. The RFP states: “A complete one-time physical examination within the past six (6) months, to include drug testing and retention of the doctor’s certification.” Please confirm whether the cost associated with the required physical examination and drug testing is to be paid by the contractor rather than the individual security officers, as requiring officers to pay for these requirements may effectively reduce their wages below those required under Section 103-55, H.R.S.

Answer Yes, a one-time physical exam is required, including a drug test. The contractor may elect to provide for the exam and testing.

Question 25. **Sanitary Facilities** The RFP states: “Sanitary Facilities – The CONTRACTOR, as the employer of the security officers, shall provide temporary sanitary facilities at the sole cost to the CONTRACTOR next to security posts where permanent facilities are not provided by the STATE.” How many current posts require temporary sanitary facilities? Are there any anticipated future posts that may require these facilities during the contract term?

Answer Yes, there will be sanitary facilities near each post.

Question 26. **Uniforms and Equipment** The RFP states: “The CONTRACTOR shall provide uniforms and equipment to fulfill the terms of the Contract. The STATE shall be the sole judge of the adequacy of the uniforms and equipment provided by the CONTRACTOR.” Please confirm that uniforms and required equipment are to be provided by the contractor and not at the expense of the individual security officers, as requiring officers to purchase these items may effectively reduce their wages below those required under Section 103-55, H.R.S.

Answer All equipment can be provided by the employer. Allowances are given each year for equipment.

Question 27. **Safety Footwear** The RFP states: “All security personnel assigned to the contract will use non-slip safety shoes with either composite or steel toe protection.” Please confirm whether the cost of these required safety shoes is expected to be paid by the contractor rather than the individual security officers, as requiring officers to purchase these items may effectively reduce their wages below those required under Section 103-55, H.R.S.

Answer The employer can provide all safety equipment. Allowances are given each year for equipment

28. **Drug Testing Program** The RFP states: “The CONTRACTOR shall have a drug testing program to include annual random drug testing as a condition of the TCO's continued assignment to perform work under the Contract.” Please confirm that drug tests must be evaluated by a certified clinical laboratory and that the testing will be conducted at no cost to the officers.

Yes, a certified clinical lab should do the testing and the contractor may elect to cover the testing costs.