

Revised Bid Form

Security Guard Services at Melrose Towers (AMP 206) and Morningside Manor (AMP 208) for One (1) Year with Two (2) Option Years.

- I. Having examined the Contract Documents including the Instructions to Bidders, the General Conditions, the Special Conditions, and Scope of Services entitled:

“Security Guard Services at Melrose Towers and Morningside Manor”

for the City of Roanoke Redevelopment and Housing Authority, and all Addenda and Bulletins issued during the time for bidding, the undersigned proposes to furnish all labor, materials, operational equipment, and services necessary for work to be performed in accordance with said Contract Documents for the consideration of the following lump sum amount:

Provide Line Item Pricing:

Offerors shall submit a unit cost for each line item indicated, and shall calculate and submit an extension total amount for each line item. Total amount for each line item shall be included in Total Bid Amount. In the event of a discrepancy between unit cost and extension total amount for line item, the unit cost submitted shall be considered the basis for establishing the extension total cost amount for the line item. Quantities for unit costs are provided for Bid purposes only and are not a guarantee of services requested. Unit cost shall be used as the basis for add/deduct from Purchase Order Amount once final quantities for hours been determined. Unit Costs for hours shall include all costs to provide the specified services, including labor, equipment, profit, and overhead costs required to perform the work.

Line Item #1 – Melrose Towers (AMP 206) and Morningside Manor (AMP 208) for One (1) Year

Line Item #1a: Cost for Providing Security Guard Services for Melrose Towers, AMP 206, for One (1) Year as Specified: 2,502 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #1 Below).

Line Item #1b: Cost for Providing Security Guard Services for Morningside Manor, AMP 208, for One (1) Year as Specified: 2,502 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #1 Below).

Total Line Item #1 Amount for Providing Security Guard Services for Melrose Towers, AMP 206, and Morningside Manor, AMP 208, for One Year as Specified:

\$ _____ (Sum of Line Items #1a, #1b above.)

Line Item #2 – Melrose Towers (AMP 206) and Morningside Manor (AMP 208) for Option Year One

Line Item #2a: Cost for Providing Security Guard Services for Melrose Towers, AMP 206, for Option Year One as

SOLICITATION DOCUMENT A

Specified: 2,508 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #2 Below).

Line Item #2b: Cost for Providing Security Guard Services for Morningside Manor, AMP 208, for Option Year One as Specified: 2,508 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #2 Below).

Total Line Item #2 Amount for Providing Security Guard Services for Melrose Towers, AMP 206, and Morningside Manor, AMP 208, for Option Year One as Specified:

\$ _____ (Sum of Line Items #2a, #2b above.)

Line Item #3 – Melrose Towers (AMP 206) and Morningside Manor (AMP 208) for Option Year Two

Line Item #3a: Cost for Providing Security Guard Services for Melrose Towers, AMP 206, for Option Year 2 as Specified: 2,504 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #3 Below).

Line Item #3b: Cost for Providing Security Guard Services for Morningside Manor, AMP 208, for Option Year 2 as Specified: 2,504 hours at \$ _____ Per Hour = \$ _____

(Total to be Included in Total Bid Amount For Line Item #3 Below).

Total Line Item #3 Amount for Providing Security Guard Services for Melrose Towers, AMP 206, and Morningside Manor, AMP 208, for Option Year Two as Specified:

\$ _____ (Sum of Line Items #3a, #3b above.)

Line Item #4 – Holiday Pay

Line Item #4: The Following RRHA Observed Holidays have work hours that fall on requested dates of service: Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas, New Years Day, Martin Luther King Jr. Day, Presidents' Day, Memorial Day, Independence Day, Juneteenth, and Labor Day. If there is an increase in labor costs for "Holiday Pay", complete the Rate Increase Worksheet on pages 3-5 below to determine the Total for Line Item #4.

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Rate Increase Worksheet:

4a. Holiday Pay Year One (1) December 2026 – November 2027

HOLIDAY TOWERS	OBSERVE– MELROSE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 11pm	6	\$
Christmas Day		5pm – 1am	8	\$
New Year’s Day		5pm – 1am	8	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents’ Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 1am	8	\$
Independence Day		5pm – 1am	8	\$
Labor Day		5pm -11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			76	Total = \$ _____ x 76 hrs =
				Line item #4a-1 = \$ _____
HOLIDAY MANOR	OBSERVE– MORNINGSIDE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 11pm	6	\$
Christmas Day		5pm – 1am	8	\$
New Year’s Day		5pm – 1am	8	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents’ Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 1am	8	\$
Independence Day		5pm – 1am	8	\$
Labor Day		5pm -11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			76	Total = \$ _____ x 76 hrs =
				Line item #4a-2 = \$ _____

Line Item #4a = \$ _____ (Sum of Line Item #4a-1 and 4a-2)

SOLICITATION DOCUMENT A

4b. Holiday Pay Option Year One December 2027 – November 2028

HOLIDAY TOWERS	OBSERVE– MELROSE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 1am	8	\$
Christmas Day		5pm – 1am	8	\$
New Year's Day		5pm – 1am	8	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents' Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 11pm	6	\$
Independence Day		5pm – 11pm	6	\$
Labor Day		5pm – 11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			74	Total = \$_____ x 74 hrs =

Line item #4b-1 = \$_____

HOLIDAY MANOR	OBSERVE– MORNINGSIDE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 1am	8	\$
Christmas Day		5pm – 1am	8	\$
New Year's Day		5pm – 1am	8	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents' Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 11pm	6	\$
Independence Day		5pm – 11pm	6	\$
Labor Day		5pm – 11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			74	Total = \$_____ x 74 hrs =

Line item #4b-2 = \$_____

Line Item #4b = \$_____ (Sum of Line Item #4b-1 and 4b-2)

SOLICITATION DOCUMENT A

4c. Option Year Two December 2028 – November 2029

HOLIDAY TOWERS	OBSERVE– MELROSE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 1am	8	\$
Christmas Day		5pm – 11pm	6	\$
New Year’s Day		5pm – 11pm	6	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents’ Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 11pm	6	\$
Independence Day		5pm – 11pm	6	\$
Labor Day		5pm – 11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			70	Total = \$ _____ x 70 hrs =

Line item #4c-1 = \$ _____

HOLIDAY MANOR	OBSERVE– MORNINGSIDE	HOURS	HOLIDAY HOURS	HOLIDAY HOURLY RATE <u>INCREASE ONLY</u> AMOUNT
Christmas Eve		5pm – 1am	8	\$
Christmas Day		5pm – 11pm	6	\$
New Year’s Day		5pm – 11pm	6	\$
Martin Luther King Jr. Day		5pm – 11pm	6	\$
Presidents’ Day		5pm – 11pm	6	\$
Memorial Day		5pm – 11pm	6	\$
Juneteenth		5pm – 11pm	6	\$
Independence Day		5pm – 11pm	6	\$
Labor Day		5pm – 11pm	6	\$
Thanksgiving		5pm – 11pm	6	\$
Day after Thanksgiving		5pm – 1am	8	\$
			70	Total = \$ _____ x 70 hrs =

Line item #4c-2 = \$ _____

Line Item #4c = \$ _____ (Sum of Line Item #4c-1 and 4c-2)

Line Item #4 = _____ (Sum of Line Items #4a, 4b, and 4c to be Included in Total Bid Amount)

SOLICITATION DOCUMENT A

Total Bid Amount for Providing Security Guard Services for Melrose Towers, AMP 206, and Morningside Manor, AMP 208, for One Year and Two (2) Option Years as Specified:

\$ _____ (Sum of Line Items #1, #2 #3 and #4 Above.)

Payment Terms: Net 30

Receipt of Addendum No(s). _____ **is hereby acknowledged.**

Date

Firm

Signature

Address

Title

Telephone No

Fax No.

State Contractor's License No. (If applicable)

Expiration date:

Federal Employer Identification NO.

Department of Criminal Justice License NO.

SOLICITATION DOCUMENT A

The undersigned further proposes that additional or less work than required by the Contract Documents shall be computed at unit costs submitted in Bid.

- II. In submitting this bid, it is understood that RRHA reserves the right to reject any or all bids and to waive informalities in the bidding. Unless all bids are rejected, the award will be made to the lowest responsible and responsive bidder whose bid meets the requirements of the Invitation for Bids. If the bid is not within finding limits for this project, all bids will be rejected. The undersigned agrees that this proposal may be held for 90 days after the date of receipt.
- III. Bidders should be advised that, prior to award of any contract, RRHA reserves the right to conduct a pre-award survey for the purpose of determining the bidders responsibility and capacity to perform the contract. This survey may include review of subcontracting agreements, financial capacity, and quality of work performed on other contracts.
- IV. State Corporation Commission Identification Number: Pursuant to Code of Virginia 2.2-4311.2 subsection B, a bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is required to include in its bid or proposal the identification number issued to it by the State Corporation Commission (SCC). Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law is required to include in its bid or proposal a statement describing why the bidder is not required to be so authorized.

If SCC number is not provided below, provide a statement describing why the bidder is NOT required to be authorized to transact business in the Commonwealth. (Sole Proprietorships are exempt to this rule, state below.)

SCC Number _____

SOLICITATION DOCUMENT A

- V. The outside of the envelope containing the bid shall clearly state:
1. IFB Number: **REM-26-08-18**
 2. The name of the project: **Security Guard Services at Melrose Towers and Morningside Manor**
 3. The date and time bids are due: **Wednesday, October 7, 2026 at 2:00 p.m. local prevailing time**
 4. The name of the contractor

The Bid envelope must be delivered to:

RRHA Central Administrative Offices, Attn: Meghan Castaneda, located at 2624 Salem Turnpike, NW, Roanoke, VA 24017

Date: _____

Respectfully submitted,

By: _____

Title: _____

(Name of Firm)

Official Address:

