



**HOUSING AUTHORITY OF COOK COUNTY
QSP NO. 2021-100-003
On Call Security Services
Addendum No. 1**

This Addendum forms a part of the Contract Documents and modifies the original Bid Documents as noted below. Acknowledge receipt of this Addendum No. 1 by signing the last page of this Addendum and including two (2) original signed copies in your Proposal Submittal Package. Failure to do so may subject Respondent to disqualification.

All Bidders are required to check with the Housing Authority of Cook County (HACC) website for Addenda through **February 14, 2021 - 2:00 pm**, and include two (2) signed copies of the last page of each Addendum with their bid, to acknowledge receipt of all Addenda. **Bids are due on February 15, 2021 on or before 2:00 pm.**

Clarifications:

1. Are prevailing wages applicable to this contract? If so, please identify?
See attached IDOL Rates effective September 1, 2020.

2. Can the Housing Authority provide the estimated anticipated annual hours and the usage of this contract for the past three years?
The Authority does not have a current contract and does not know the number of hours that will be needed.

3. Please inform who the incumbent is and their bill rates?
The Authority currently does not have an incumbent and cannot provide any rates.

Acknowledgement of Receipt of Addendum No. 1:

By: _____ of _____ Date: _____
(Signature) (Contractor's Name)

**MUST BEAR AN ORIGINAL SIGNATURE
Include two (2) original signed copies with your Bid Proposal**

END OF ADDENDUM NO. 1

IDOL Posting Date: August____, 2020

Effective September 1, 2020, subject to revision as needed

SECURITY GUARDS

Jurisdiction: **The Counties of DuPage, Lake, Will, and Cook, IL and Lake County, IN, but excluding employees in commercial office buildings in the area of Chicago bounded by Roosevelt Road on the South, Lake Michigan on the East, Racine Street on the West, and North Avenue on the North.**

Wages: Unarmed \$17.50
Armed \$18.25

Employees who are above these rates shall receive a \$0.50/hour raise above their current rate.

Sergeants, Lieutenants, Captains, Dispatchers and other supervisory personnel shall receive an additional payment per hour in addition to the minimum hourly wage above.

Sergeants \$0.20*
Lieutenants \$0.25*
Captains, Dispatchers
Other Supervisory
Personnel \$0.30*

*Employees who perform production work, clerical work, or any other duty above and beyond those performed as part of the guard's normal duties shall receive twenty-five cents (\$0.25) per hour in addition to their appropriate hourly rate.

Health and Welfare:

Until 12/31/20, Employer shall contribute \$465.63 per month for covered full-time and part-time employees, provided that this single monthly coverage is payable by the employer only for full-time employees who elect in writing to pay \$75 per month towards the Health & Welfare premium. As of 1/02/21, Employer shall contribute \$465.63 plus no greater than 8% per month for covered full-time and part-time employees, provided that this single monthly coverage is payable by the employer only for full-time employees who elect in writing to pay \$75 per month towards the Health & Welfare premium.

New employees may become eligible upon the completion of 90 days of employment.

(Part time employees are those who work six (6) hours or more but less than 32 hours per week.)

Pension/401K:

After reaching the 90th day of employment, the Employer shall contribute \$0.40 per hour to a pension or 401K plan on behalf of each employee.

Vacation:

- 40 hour's vacation with pay after 1 year of service
- 80 hour's vacation with pay after 2 years of service
- 120 hour's vacation with pay after 8 years of service
- 160 hour's vacation with pay after 12 years of service
- 200 hour's vacation with pay after 20 years of service

Employees who work less than 1 year receive prorated vacation.

Employees who work less than eighteen hundred (1,800) hours during their anniversary year shall receive vacation prorated based on the ratio of actual hours worked during the anniversary year to eighteen hundred (1,800) hours.

Holidays:

Subject to reasonable terms and conditions, the following days, or the days on which they are legally observed, shall be observed as holidays for all regular employees who have completed their ninety (90) day probationary periods:

- | | |
|----------------------------|------------------------|
| New Year's Day | Veterans Day |
| Dr. Martin Luther King Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Fourth of July | Christmas Day |
| Labor Day | |

Employees who have completed two (2) years of continuous service or more shall be entitled to one (1) personal day with pay

Sick Pay:

Subject to reasonable terms and conditions, employees shall be entitled to paid sick days according to the following schedule:

<u>YEARS OF CONTINUOUS SERVICE</u>	<u>MAXIMUM AMOUNT OF SICK LEAVE EARNED</u>
One (1) year	5 Days
Three (3) years	6 Days
Five (5) years	12 Days

These wage rates, fringe benefits and working conditions are determined by the Illinois Department of Labor to be conditions prevalent in the State of Illinois and shall be the minimum requirements for security guards under the Illinois Procurement Code. Retroactive reimbursement is required if less than the prevailing wage was paid at any time. For additional information, please call IDOL at 815-721-4661.

IDOL Posting Date: August____, 2020

Effective September 1, 2020, subject to revision as needed

SECURITY GUARDS

Jurisdiction: **State of Illinois** excluding Cook, DuPage, Lake and Will County.

Wages: Unarmed \$17.20
Armed \$17.95

Lincoln Library Museum certain positions only:

Unarmed \$20.05*
Armed \$26.04

Employees who are above these rates shall receive a \$0.50/hour raise above their current rate.

Sergeants, Lieutenants, Captains, Dispatchers and other supervisory personnel shall receive an additional payment per hour in addition to the minimum hourly wage above.

Sergeants \$0.20*
Lieutenants \$0.25*
Captains, Dispatchers
Other Supervisory
Personnel \$0.30*

*Employees who perform production work, clerical work, or any other duty above and beyond those performed as part of the guard's normal duties shall receive twenty-five cents (\$0.25) per hour in addition to their appropriate hourly rate.

Health and Welfare (total premium):

Full-time employees: \$879 per month (\$923 as of 1/1/21)
Part-time employees: \$879 per month (\$923 as of 1/1/21)

This single monthly coverage is payable by the employer only for full-time employees who elect in writing to pay 20% of the total premium and 50% as to part-time employees. Alternately, the Employer may offer health insurance plans to covered employees that are the same as are offered to employees generally in the covered area.

New employees may become eligible upon the completion of 90 days of employment.

(Part time employees are those who work six (6) hours or more but less than 32 hours per week.)

Pension/401K:

After reaching the 90th day of employment, the Employer shall contribute \$0.40 per hour to a pension or 401K plan on behalf of each employee.

Vacation:

- 40 hour's vacation with pay after 1 year of service
- 80 hour's vacation with pay after 2 years of service
- 120 hour's vacation with pay after 8 years of service
- 160 hour's vacation with pay after 12 years of service
- 200 hour's vacation with pay after 20 years of service

Employees who work less than 1 year receive prorated vacation.

Employees who work less than eighteen hundred (1,800) hours during their anniversary year shall receive vacation prorated based on the ratio of actual hours worked during the anniversary year to eighteen hundred (1,800) hours.

Holidays:

Subject to reasonable terms and conditions, the following days, or the days on which they are legally observed, shall be observed as holidays for all regular employees who have completed their ninety (90) day probationary periods:

- | | |
|----------------------------|------------------------|
| New Year's Day | Veterans Day |
| Dr. Martin Luther King Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Fourth of July | Christmas Day |
| Labor Day | |

Employees who have completed two (2) years of continuous service or more shall be entitled to one (1) personal day with pay

Sick Pay:

Subject to reasonable terms and conditions, employees shall be entitled to paid sick days according to the following schedule:

<u>YEARS OF CONTINUOUS SERVICE</u>	<u>MAXIMUM AMOUNT OF SICK LEAVE EARNED</u>
One (1) year	5 Days
Three (3) years	6 Days
Five (5) years	12 Days

These wage rates, fringe benefits and working conditions are determined by the Illinois Department of Labor to be conditions prevalent in the State of Illinois and shall be the minimum requirements for security guards under the Illinois Procurement Code. Retroactive reimbursement is required if less than the prevailing wage was paid at any time. For additional information, please call IDOL at 815-721-4661.

IDOL Posting Date: August____, 2020

Effective September 1, 2020, subject to revision as needed

SECURITY GUARDS

Jurisdiction: **State of IL office space in that area of Chicago bounded by Roosevelt Road on the South, Lake Michigan on the East, Racine Street on the West, and North Avenue on the North.**

<u>Wages:</u>	Security	\$17.50
	Control Room	\$17.90
	Lead Officer	\$19.75

Health and Welfare:

Employer shall contribute \$5.33 per hour up to \$923.87 per month on behalf of each employee who is on active payroll.

Employers' contributions shall be prorated for those months in which employees begin working, cease their employment and/or remain on medical or personal leaves of absence for periods in excess of the following schedule: under one year seniority, no leave; one year to three years' seniority, six months' leave; three years' to five years' seniority, nine months' leave; after five years' seniority, one year leave. For this purpose, "regular full-time employee" shall be one who is normally scheduled to work 120 or more hours within a calendar month. Paid vacations, holidays and funeral leave shall be treated as time worked for this calculation.

Pension:

Employers shall contribute \$52.00 per week for each employee who is regularly scheduled to work thirty (30) or more hours per week and who actually works at least 50% of the employee's scheduled workweek. In the event such employee does not work at least 50% of the employee's scheduled workweek and for employees not scheduled to work thirty hours, the employer shall make contributions at the rate of \$1.30 per hour for all hours actually worked.

Pension fund payments shall be continued for eligible employees when said employees are on medical leave of absence because of illness or disability, substantiated by medical approval, upon the following schedule: under one year seniority, no leave; one year to three years' seniority, six months' leave; three years to five years' seniority, nine months' leave; after five years' seniority, one year leave; personal leave of absence up to a period of ninety (90) days.

Vacation:

1 year worked	- annual vacation of 1 week with pay
2 yrs. worked	- annual vacation of 2 weeks with pay
6 yrs. worked	- annual vacation of 2 weeks and 1 day pay
7 yrs. worked	- annual vacation of 2 weeks and 2 days pay
8 yrs. worked	- annual vacation of 2 weeks and 3 days pay
9 yrs. worked	- annual vacation of 2 weeks and 4 days pay
10 yrs. worked	- annual vacation of 3 weeks with pay
18 yrs. worked	- annual vacation of 4 weeks with pay
25 yrs. worked	- annual vacation of 5 weeks with pay

Holidays & Sick Days:

Subject to reasonable terms and conditions, the following days, or the days on which they are legally observed, shall be observed as holidays for all regular employees who have completed their ninety (90) day probationary periods:

New Year's Day	Veterans Day
Dr. Martin Luther King Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Fourth of July	Christmas Day
Labor Day	

In addition, following completion of their probationary periods regular security employees covered by this Agreement shall receive four (4) personal holidays during each anniversary year of their employment on days mutually acceptable to them and their employers. Personal days may be used for sick time as long as an employee notifies their Employer in accordance with the Employer's policies.

These wage rates, fringe benefits and working conditions are determined by the Illinois Department of Labor to be conditions prevalent in the State of Illinois and shall be the minimum requirements for security guards under the Illinois Procurement Code. Retroactive reimbursement is required if less than the prevailing wage was paid at any time. For additional information, please call IDOL at 815-721-4661.