



**PRICING FORM**

**SECURITY SERVICES RFP**

\_\_\_\_\_ (“Proposer”), as an integral part of its Proposal in response to that certain RFP for Security Services issued by Houston First Corporation (“HFC”) on May 1, 2024, offers to provide security services for HFC at its facilities based on the following fees, which Proposer represents to be inclusive of all amounts due and payable by HFC for the services, and upon which Proposer represents that HFC can rely without exception:

As stated in the RFP, in addition to requiring the services of a Project Manager, three Assistant Project Managers and 18 supervisors, HFC estimates in good faith that the hourly equivalent of 100 security officers are required annually, assuming a 40-hour work week based on available data. HFC cannot and shall not guarantee any minimum number of positions or service hours, as requirements will fluctuate due to events, seasons, and a host of other variables, known and unknown.

Proposers are cautioned to carefully review the terms and conditions of the Security Services Agreement before completing this Pricing Form, including, by way of example and not limitation, the Minimum Payment to Personnel section, which provides as follows:

Contractor shall ensure that the minimum hourly wage paid to Contractor’s Security Officers, including contractors of any tier, for the performance of Services under this Agreement are as follows: (a) Commissioned Security Officer (non-supervisor) \$21.00; and (b) Non-Commissioned Security Officer, \$18.00. HFC expects that Contractor shall ensure that Supervisors receive the equivalent of \$26.00 per hour, and that compensation to the Project Manager and Assistant Project Managers is competitive.

Section 1. Annual rates proposed for the Project Manager and each Assistant Project Manager are as follows:

- a. **Project Manager** (Annual fee payable by HFC): \_\_\_\_\_
- b. What is the proposed percent of increase for the Project Manager, if any, for term years 2-5? \_\_\_\_\_%
- c. **Assistant Project Manager** (Annual fee payable by HFC): \_\_\_\_\_
- d. What is the proposed percent of increase for each Assistant Project Manager, if any, for term years 2-5? \_\_\_\_\_%

Section 2. Hourly rates proposed for each Supervisor are as follows – alternatively, Proposers may (but are not required to) propose a weekly rate, assuming four, 12-hour shifts, by completing Section 2(b) instead of Section 2(a):

- a. **Supervisor** (Hourly fee payable by HFC): \_\_\_\_\_
- b. **Supervisor** (Weekly fee payable by HFC): \_\_\_\_\_
- c. What is the proposed percent of increase for each Supervisor, if any, for term years 2-5? \_\_\_\_\_%

Section 3. Hourly rates proposed for each Commissioned Security Officer (non-supervisor), and Non-Commissioned Security Officer are as follows:

- a. **Commissioned Security Officer (non-supervisor)** (Hourly fee payable by HFC): \_\_\_\_\_
- b. What is the proposed percent of increase for each Non-Commissioned Security Officer, if any, for term years 2-5? \_\_\_\_\_%
- c. **Non-Commissioned Security Officer** (Hourly fee payable by HFC):  
\_\_\_\_\_
- d. What is the proposed percent of increase for each Non-Commissioned Security Officer, if any, for term years 2-5? \_\_\_\_\_%