



Event # 184-0

Name: Security Guard Services

Description: The City of Fort Lauderdale, Florida is seeking qualified, experienced and licensed firm(s) to provide Security Guard Services for the City, in accordance with the terms, conditions, and specifications contained in this Invitation for Bid (IFB).

Contract term- One year with three one-year renewals.

Buyer: Mohammed, Stefan

Status: Pending Award

Event Type: IFB

Currency: USD

Sealed Bid: Yes

Respond To All Lines: Yes

Q & A Allowed: Yes

Number Of Amendments: 0

Display Bid Tabulation: Display When Event Closed For Bidding Or Canceled

Event Dates

Preview:

Q & A Open: 09/22/2023 05:00:00 PM

Open: 09/22/2023 04:55:00 PM

Q & A Close: 10/03/2023 05:00:00 PM

Close: 10/06/2023 02:00:00 PM

Dispute Close:

Questions

Question	Response Type	Attachment
Did you Complete the attached required forms?	Yes No Text	Event 184- Security Guard Services Questions.pdf
In order to be considered for award, you must meet the criteria required within the following questions:	Yes No Text	

- 1) For Location #1 in Section 3.01 only- Must have experience providing high level security services for facilities such as, but not limited to, a water treatment facility, wastewater treatment facility, airport or seaport, and must be listed as one of the references.
- 2) Must be in business for a minimum of 10 years.
- 3) Must have provided Security Services for another Municipality or Governmental agency and listed as a reference.

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Attachments

Name	Attachment
1. General Conditions - Rev 08-2023.pdf	1. General Conditions - Rev 08-2023.pdf
Event 184- Security Guard Services ITB.docx	Event 184- Security Guard Services ITB.pdf

Contacts

Name	Email Address
Stefan Mohammed	SMohammed@fortlauderdale.gov

Commodity Codes

Commodity Code	Description
990-46	Guard and Security Services

Line Details

Line 1: LEVEL A - BASE LEVEL WITH ROVING

Description: If the City wished to utilize this level of Security officer with roving at one of the specified facilities or comparable City facility, the hourly rate quoted would be utilized.

Item: LEVEL A - BASE LEVEL WITH ROVING LEVEL A - BASE LEVEL WITH ROVING

Long Item Hourly price must include cost of vehicle (Golf cart).

Description: Level A roving detailed within the technical specifications section of the event.

Commodity 990-46 Guard and Security Services
Code:

Quantity: 1.0000

Unit of HR
Measure:

Require Yes

Price Breaks No

Allow Alternate No

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Response:

Allowed:

Responses:

Add On No
Charges
Allowed:

Line 2: LEVEL B - MID LEVEL WITH ROVING

Description: If the City wished to utilize this level of Security officer with roving at one of the specified facilities or comparable City facility, the hourly rate quoted would be utilized.

Item: LEVEL B - MID LEVEL WITH ROVING LEVEL B - MID LEVEL WITH ROVING

Long Item Hourly price must include cost of vehicle (Golf cart).

Description: Level B roving detailed within the technical specifications section of the event.

Commodity 990-46 Guard and Security Services
Code:

Quantity: 1.0000

Unit of HR
Measure:

Require Yes
Response:

Price Breaks No
Allowed:

Allow Alternate No
Responses:

Add On No
Charges
Allowed:

Line 3: LEVEL C- HIGH LEVEL WITH ROVING

Description: LEVEL C- HIGH LEVEL ROVING- Hours calculated based on Security services 24/day X 365 days= 8760 hours per year at Fiveash Regional Water Treatment facility.

In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.

Item: LEVEL C- HIGH LEVEL WITH ROVING LEVEL C- HIGH LEVEL WITH ROVING

Long Item Hourly price must include cost of vehicle (Golf cart).

Description: Level C roving detailed within the technical specifications section of the event.

Commodity 990-46 Guard and Security Services
Code:

Quantity: 8,760.0000

Unit of HR
Measure:

Require Yes
Response:

Price Breaks No
Allowed:

Allow Alternate No
Responses:

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Add On No
Charges
Allowed:

Line 4: LEVEL A- BASE LEVEL- NON ROVING

Description: If the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.

Item: LEVEL A- BASE LEVEL- NON ROVING LEVEL A- BASE LEVEL- NON ROVING

Long Item LEVEL A- BASE LEVEL- NON ROVING

Description: Level A non- roving detailed within the technical specifications section of the event.

Commodity 990-46 Guard and Security Services
Code:

Quantity: 1.0000

Unit of HR
Measure:

Require Yes
Response:

Price Breaks No
Allowed:

Allow Alternate No
Responses:

Add On No
Charges
Allowed:

Line 5: LEVEL B- MID LEVEL- NON ROVING

Description: LEVEL B- MID LEVEL NON-ROVING Hours calculated based on one full time guard per year stationed at the Department of Sustainable Development

In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.

Item: LEVEL B- MID LEVEL- NON ROVING LEVEL B- MID LEVEL -NON ROVING

Long Item LEVEL B- MID LEVEL NON-ROVING

Description: Level B non- roving detailed within the technical specifications section of the event.

Commodity 990-46 Guard and Security Services
Code:

Quantity: 2,080.0000

Unit of HR
Measure:

Require Yes
Response:

Price Breaks No
Allowed:

Allow Alternate No
Responses:

Add On No
Charges
Allowed:

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Line 6: LEVEL C- HIGH LEVEL- NON ROVING

Description: LEVEL C- High LEVEL NON-ROVING

Hours calculated based on one full time guard per year stationed at the Department of Sustainable Development,
One full time guard stationed at One east Broward (replacement of City Hall) Temporarily.

In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.

Item: LEVEL C- HIGH LEVEL- NON ROVING LEVEL C- HIGH LEVEL- NON ROVING

Long Item Description: LEVEL C- HIGH LEVEL- NON ROVING
Level C non- roving detailed within the technical specifications section of the event.

Commodity Code: 990-46 Guard and Security Services

Quantity: 4,160.0000 **Unit of Measure:** HR

Require Response: Yes	Price Breaks Allowed: No	Allow Alternate Responses: No
Add On Charges Allowed: No		

SECTION I – INTRODUCTION AND INFORMATION

1.1 Purpose

The City of Fort Lauderdale, Florida (City) is seeking bids from qualified, experienced, and licensed firm(s), hereinafter referred to as the Contractor or Bidder, to provide Security Guard Services for the City, in accordance with the terms, conditions, and specifications contained in this Invitation to Bid (ITB).

1.2 Point of Contact

For information concerning procedures for responding to this solicitation, contact Procurement Specialist, Stefan Mohammed at (954) 828-5351 or email at Smohammed@fortlauderdale.gov. Such contact shall be for clarification purposes only.

For information concerning technical specifications, please utilize the question / answer feature provided by the [City's on-line strategic sourcing platform](#). Questions of a material nature must be received prior to the cut-off date specified in the ITB schedule. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. Bidders please note: No part of your bid can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Bidder has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid response must be submitted in accordance with all specifications contained in this solicitation. The questions and answers submitted in the [City's on-line strategic sourcing platform](#) shall become part of any contract that is created from this ITB.

1.3 Pre-bid Conference and/or Site Visit

There will not be a pre-bid conference or site visit for this ITB.

It will be the sole responsibility of the Bidder to become familiar with the scope of the City's requirements and systems prior to submitting a bid. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Bidder has familiarized themselves with the nature and extent of the work, equipment, materials, and labor required.

1.4 CITY'S ON-LINE STRATEGIC SOURCING PLATFORM

The City of Fort Lauderdale uses its own on-line strategic sourcing platform to administer the competitive solicitation process, including but not limited to soliciting bids, issuing addenda, posting results, and issuing notification of an intended decision. There is no charge to register and download the ITB from the City's on-line strategic sourcing platform. Bidders are strongly encouraged to read the supplier tutorials available in the [City's on-line strategic sourcing platform](#) well in advance of their intention of submitting a bid to ensure familiarity with the use of the City's on-line strategic sourcing platform. The City shall not be responsible for a Bidder's inability to submit a Bid by the end date and time for any reason, including issues arising from the use of the City's on-line strategic sourcing platform.

It is the sole responsibility of the Bidder to ensure that their bid is submitted electronically through the City's on-line strategic sourcing platform no later than the time and date specified in this solicitation. PAPER BID SUBMITTALS WILL NOT BE ACCEPTED. BIDS MUST BE SUBMITTED ELECTRONICALLY VIA the [City's on-line strategic sourcing platform](#).

1.5 Electronic Bid Openings

Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request for Proposals, Request for Qualifications, and other solicitations led by the City of Fort Lauderdale will be opened electronically via the [City's on-line strategic sourcing platform](#) at the date and time indicated on the solicitation. All openings will be held on the City's on-line strategic sourcing platform.

Anyone requesting assistance or having further inquiry in this matter must contact the Procurement Specialist indicated on the solicitation, via the Question-and-Answer forum on the City's on-line strategic sourcing platform before the Last Day for Questions indicated in the Solicitation.

END OF SECTION

SECTION II - SPECIAL TERMS AND CONDITIONS

2.1 General Conditions

ITB General Conditions (Form G-107, Rev. 09/22) are included and made a part of this ITB.

2.2 Addenda, Changes, and Interpretations

It is the sole responsibility of each firm to notify the Procurement Specialist utilizing the question / answer feature provided by the [City's on-line strategic sourcing platform](#) and request modification or clarification of any ambiguity, conflict, discrepancy, omission, or other error discovered in this competitive solicitation. Requests for clarification, modification, interpretation, or changes must be received prior to the Question and Answer (Q & A) Deadline. Requests received after this date may not be addressed. Questions and requests for information that would not materially affect the scope of services to be performed or the solicitation process will be answered within the question / answer feature provided by the City's on-line strategic sourcing platform and shall be for clarification purposes only. Material changes, if any, to the scope of services or the solicitation process will only be transmitted by official written addendum issued by the City and uploaded to the City's on-line strategic sourcing platform as a separate addendum to the ITB. Under no circumstances shall an oral explanation given by any City official, officer, staff, or agent be binding upon the City and should be disregarded. All addenda are a part of the competitive solicitation documents, and each firm will be bound by such addenda. It is the responsibility of each to read and comprehend all addenda issued.

2.3 Changes and Alterations

Bidder may change or withdraw a Bid at any time prior to Bid submission deadline; however, no oral modifications will be allowed. Modifications shall not be allowed following the Bid deadline.

2.4 Bidder's Costs

The City shall not be liable for any costs incurred by Bidders in responding to this ITB.

2.5 Pricing/Delivery

Bidder shall quote a firm, fixed price for all services stated in the ITB. All costs including travel shall be included in your cost. The City shall not accept any additional costs including any travel associated with coming to the City of Fort Lauderdale.

2.6 Price Validity

Prices provided in this Invitation to bid (ITB) shall be valid for at least One-Hundred and Twenty (120) days from time of ITB opening unless otherwise extended and agreed upon by the City and Bidder. The City shall award contract within this time period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded.

2.7 Invoices/Payment

Payment terms will be considered to be net 45 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last, in accordance with the Florida Local Government Prompt Payment Act. Bidder may offer cash discounts for prompt payment, but they will not be considered in determination of award.

2.8 Related Expenses/Travel Expenses

All costs including travel are to be included in your bid. The City will not accept any additional costs.

2.9 Payment Method

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed. Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever

steps necessary to implement acceptance of a credit card before the commencement of a contract. See Contract Payment Method form attached.

2.10 Mistakes

The Bidder shall examine this ITB carefully. The submission of a bid shall be prima facie evidence that the Bidder has full knowledge of the scope, nature, and quality of the work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed. Ignorance of the requirements will not relieve the Bidder from liability and obligations under the Contract.

2.11 Acceptance of Bids / Minor Irregularities

2.11.1 The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variances to specifications contained in bids which do not make the bid conditional in nature and minor irregularities in the solicitation process. A minor irregularity shall be a variation from the solicitation that does not affect the price of the contract or does not give a bidder an advantage or benefit not enjoyed by other bidders, does not adversely impact the interests of other firms, or does not affect the fundamental fairness of the solicitation process. The City also reserves the right to reissue an ITB.

2.11.2 The City reserves the right to disqualify Bidder during any phase of the competitive solicitation process and terminate for cause any resulting contract upon evidence of collusion with intent to defraud or other illegal practices on the part of the Bidder.

2.12 Modification of Services

2.12.1 While this contract is for services provided to the department referenced in this ITB, the City may require similar work for other City departments. Successful Bidder agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the Successful Bidder.

2.12.2 The City reserves the right to delete any portion of the work at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished and approved by the City on any portion of a contract resulting from this ITB, the Successful Bidder shall be paid for the work completed on the basis of the estimated percentage of completion of such portion to the total project cost.

2.12.3 The City may require additional items or services of a similar nature, but not specifically listed in the contract. The Successful Bidder agrees to provide such items or services and shall provide the City prices on such additional items or services. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the Successful Bidder thirty (30) days written notice.

2.12.4 If the Successful Bidder and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Successful Bidder will submit a revised budget to the City for approval prior to proceeding with the work.

2.13 Non-Exclusive Contract

Bidder agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

2.14 Sample Contract Agreement

A sample of the formal agreement template, which may be required to be executed by the awarded vendor can be found at our website:

<https://www.fortlauderdale.gov/home/showdocument?id=1212>

2.15 Responsiveness

In order to be considered responsive to the solicitation, the firm's bid shall fully conform in all material respects to the solicitation and all of its requirements, including all form and substance.

2.16 Responsibility

In order to be considered as a responsible firm, firm shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

2.17 Minimum Qualifications

To be eligible for award of a contract in response to this solicitation, the Bidder must demonstrate that they have successfully completed services, as specified in the Technical Specifications / Scope of Services section of this solicitation, are normally and routinely engaged in performing such services, and are properly and legally licensed to perform such work. In addition, the Bidder must have no conflict of interest with regard to any other work performed by the Bidder for the City of Fort Lauderdale.

And

2.17.1 Firm or principals shall have no record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude and not have any conflicts of interest that have not been waived by the City Commission.

2.17.2 Neither firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise); nor have failed to perform faithfully on any previous contract with the City.

2.18 Lobbying Activities

ALL CONTRACTORS PLEASE NOTE: Any contractor submitting a response to this solicitation must comply, if applicable, with City of Fort Lauderdale Ordinance No. C-11-42 & Resolution No. 07-101, Lobbying Activities. Copies of Ordinance No. C-11-42 and Resolution No. 07-101 may be obtained from the City Clerk's Office on the 7th Floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, Florida. The ordinance may also be viewed on the City's website at <http://www.fortlauderdale.gov/home/showdocument?id=6036>.

2.19 Local Business Preference

2.19.1 Section 2-186, Code of Ordinances of the City of Fort Lauderdale, provides for a local business preference. In order to be considered for a local business preference, a Bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed at the time of Bid submittal:

2.19.2 Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall within ten (10) calendar days submit the following documentation to the Local Business Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or Broward County current year business tax receipt, and
- b. List of the names of all employees of the Bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

2.19.3 Failure to comply at time of Bid submittal shall result in the Bidder being found ineligible for the local business preference.

2.19.4 The complete local business preference ordinance may be found on the City's web site at the following link:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-186LOBUPR

2.19.5 Definitions

- a. The term "Class A business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- b. The term "Class B business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, or shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- c. The term "Class C business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of Broward County.
- d. The term "Class D business" shall mean any business that does not qualify as a Class A, Class B, or Class C business.

2.20 Disadvantaged Business Enterprise Preference

2.20.1 Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference. In order to be considered for a disadvantaged business preference, a Bidder must include a certification from a government agency, as applicable to the disadvantaged business preference class claimed at the time of Bid/Proposal submittal:

2.20.2 Upon formal request of the City, based on the application of a Disadvantaged Business Preference the Bidder shall within ten (10) calendar days submit the following documentation to the Disadvantaged Business Enterprise Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or the Tri-County (Broward, Dade, West Palm Beach) current year business tax receipt, or proof of active Sunbiz status and
- b. List of the names of all employees of the Bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or the Tri- County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

2.20.3 Failure to comply at time of Bid/Proposal submittal shall result in the Bidder being found ineligible for the Disadvantaged Business Enterprise Preference business preference.

2.20.4 The complete disadvantaged business preference ordinance may be found on the City's web site at the following link:

<https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

2.20.5 Definitions

- a. The term "Disadvantaged Class 1 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort

Lauderdale business tax and disadvantaged certification as established in the city's Procurement Manual.

- b. The term "Disadvantaged Class 2 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the city's Procurement Manual.
- c. The term "Disadvantaged Class 3 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "Disadvantaged Class 4 Enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

2.21 Protest Procedure

2.21.1 Any Bidder who is not recommended for award of a contract and who alleges a failure by the city to follow the city's procurement ordinance or any applicable law, may follow the protest procedure as found in the city's procurement ordinance within five (5) days after a notice of intent to award is posted on the city's web site at the following link.

<https://www.fortlauderdale.gov/government/departments-a-h/finance/procurement-services/notices-of-intent-to-award>

2.21.2 The complete protest ordinance may be found on the city's web site at the following link:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-182DIREPRAWINAW

2.22 Public Entity Crimes

Bidder, by submitting a bid, certifies that neither the Bidder nor any of the Bidder's principals has been placed on the convicted vendor list as defined in Section 287.133, Florida Statutes (2018), as may be amended or revised. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

2.23 Subcontractors

2.23.1 If the Contractor proposes to use subcontractors in the course of providing these services to the City, this information shall be a part of the bid/proposal response. Such information shall be subject to review, acceptance, and approval of the City, prior to any contract award. The City reserves the right to approve or disapprove of any subcontractor candidate in its best interest and to require Contractor to replace subcontractor with one that meets City approval.

2.23.2 Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Contract. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall

defend, at Contractor's expense, counsel being subject to the City's approval or disapproval, and indemnify and hold harmless the City and the City's officers, employees, and agents from and against any claim, lawsuit, third-party action, or judgment, including any award of attorney fees and any award of costs, by or in favor of any Contractor's subcontractors for payment for work performed for the City.

- 2.23.3** Contractor shall require all its subcontractors to provide the required insurance coverage as well as any other coverage that the contractor may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors will be the sole responsibility of the contractor.

2.24 Bid Security – N/A

2.25 Payment and Performance Bond – N/A

2.26 Insurance Requirements

- 2.26.1** As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, the Contractor, at its sole expense, shall provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of the Contractor. The Contractor shall provide the City a certificate of insurance evidencing such coverage. The Contractor's insurance coverage shall be primary insurance for all applicable policies. The limits of coverage under each policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

- 2.26.2** The coverages, limits, and endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by the Contractor for assessing the extent or determining appropriate types and limits of coverage to protect the Contractor against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Contractor under this Agreement.

- 2.26.3** The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipal corporation, its officials, employees, and volunteers are to be covered as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of the Contractor. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Business Automobile Liability

Coverage must be afforded for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than \$1,000,000 combined single limit each accident.

If the Contractor does not own vehicles, the Contractor shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

The Contractor waives, and the Contractor shall ensure that the Contractor's insurance carrier waives, all subrogation rights against the City, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

The Contractor must be in compliance with all applicable State and federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act and the Jones Act, if applicable.

2.26.4 Insurance Certificate Requirements

- a. The Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.
- b. The Contractor shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term or any surviving obligation of the Contractor following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, the Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e. The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The City shall be named as an Additional Insured on all liability policies, with the exception of Workers' Compensation.
- g. The City shall be granted a Waiver of Subrogation on the Contractor's Workers' Compensation insurance policy.
- h. The title of the Agreement, Bid/Proposal/Contract number, event dates, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
Procurement Services Division
100 N. Andrews Avenue, Suite 619
Fort Lauderdale, FL 33301

2.26.5 The Contractor has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

- 2.26.6** If the Contractor's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Agreement, the Contractor may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.
- 2.26.7** The Contractor's insurance coverage shall be primary insurance as respects to the City, a Florida municipal corporation, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, a Florida municipal corporation, its officials, employees, or volunteers shall be non-contributory.
- 2.26.8** Any exclusion or provision in any insurance policy maintained by the Contractor that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.
- 2.26.9** All required insurance policies must be maintained until the contract work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage shall be considered breach of contract. In addition, Contractor must provide to the City confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.
- 2.26.10** The Contractor shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement shall be provided to the Contractor's insurance company or companies and the City's Risk Management office as soon as practical.
- 2.26.11** It is the Contractor's responsibility to ensure that any and all of the Contractor's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the Contractor.

2.27 Insurance – Sub-Contractors

Contractor shall require all its Sub-Contractors to provide the aforementioned coverage as well as any other coverage that the Contractor may consider necessary, and any deficiency in the coverage or policy limits of said Sub-Contractors will be the sole responsibility of the Contractor.

2.28 Insurance for Collection of Credit Card Payments – N/A

2.29 Award of Contract

Contractor must bid on all items. Partial bids will not be considered.

The City also reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City.

A Contract (the "Agreement") may be awarded by the City Commission. The City reserves the right to execute or not execute, as applicable, a contract with the Bidder(s) that is determined to be in the City's best interests. The City reserves the right to award a contract to more than one Bidder, at the sole and absolute discretion of the in the City.

2.30 Damage to Public or Private Property

Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. on or around the job site. Damage to public and/or private property shall be the responsibility of the Contractor and shall be repaired and/or replaced at no additional cost to the City.

2.31 Safety

The Contractor(s) shall adhere to the Florida Department of Transportation's Uniform manual on Traffic Control for construction and maintenance work zones when working on or near a roadway.

It will be the sole responsibility of the Contractor to make themselves and their employees fully aware of these provisions, especially those applicable to safety.

2.32 Uncontrollable Circumstances ("Force Majeure")

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

2.32.1 The non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;

2.32.2 The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;

2.32.3 No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and

2.32.4 The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

2.33 Canadian Companies

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada, of a judgment entered by a court in the United States of America. All monetary amounts set forth in this Contract are in United States dollars.

2.34 News Releases/Publicity

News releases, publicity releases, or advertisements relating to this contract, or the tasks or projects associated with the project shall not be made without prior City approval.

2.35 Approved Equal or Alternative Product Bids – N/A

2.36 Contract Period

The initial contract term shall commence upon final execution of the contract by the City and shall expire one year from that date or the day after the current contract expires, whichever is later. The City reserves the right to extend the contract for additional three, one year terms providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the City as authorized by the awarding authority. The extension period shall not extend for more than 270 days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.

2.37 COST ADJUSTMENTS (Fixed Price with Economic Price Adjustment: Escalator/De-

escalator)- Prices offered shall be firm and fixed price for the initial contract term of one year. The City, at its sole discretion, may conduct industry or market research to determine whether economic/market conditions support an increase or decrease price adjustment during the renewal term of the contract. Such adjustment, as determined by the City, shall be based on the latest yearly percentage increase or decrease in the All-Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics, U.S. Department of Labor, and shall not exceed five percent (5%). The yearly increase or decrease in the CPI shall be the latest Index published and available for the calendar year ending 12/31, prior to the end of the contract year then in effect, as compared to the index for the comparable month, one-year prior. The City's designated Senior Procurement Specialist/Procurement Specialist will fully document its economic/market analysis to support its recommendation to make a price adjustment upward or downward to the contract. The Chief Procurement Officer may, after reviewing the recommendation, refuse to accept the adjusted costs if they are excessive, or if decreases are considered insufficient.

The City's price adjustment determination will be communicated to the supplier at least ninety (90) days prior to the contract anniversary date of contract renewal. If said communication is not received by the supplier by the above stated timeframe, it shall be construed that no price adjustment will occur during the renewal period. Any approved cost adjustments shall become effective on the beginning date of the approved contract renewal period.

2.38 Service Test Period

If the Contractor has not previously performed the services to the city, the City reserves the right to require a test period to determine if the Contractor can perform in accordance with the requirements of the contract, and to the City's satisfaction. Such test period can be from thirty to ninety days, and will be conducted under all specifications, terms and conditions contained in the contract. This trial period will then become part of the initial contract period.

A performance evaluation will be conducted prior to the end of the test period and that evaluation will be the basis for the City's decision to continue with the Contractor or to select another Contractor (if applicable).

2.39 Contract Coordinator

The City may designate a Contract Coordinator whose principal duties shall be:

- Liaison with Contractor.
- Coordinate and approve all work under the contract.
- Resolve any disputes.
- Assure consistency and quality of Contractor's performance.
- Schedule and conduct Contractor performance evaluations and document findings.
- Review and approve for payment all invoices for work performed or items delivered.

2.40 Contractor Performance Reviews and Ratings

The City Contract Coordinator may develop a Contractor performance evaluation report. This report shall be used to periodically review and rate the Contractor's performance under the contract with performance rating as follows:

Excellent	Far exceeds requirements.
Good	Exceeds requirements
Fair	Just meets requirements.
Poor	Does not meet all requirements and contractor is subject to penalty provisions under the contract.
Non-compliance	Either continued poor performance after notice or a performance level that does not meet a significant portion of the requirements. This rating makes the Contractor subject to the default or cancellation for cause provisions of the contract.

The report shall also list all discrepancies found during the review period. The Contractor shall be provided with a copy of the report and may respond in writing if he takes exception to the report or wishes to comment on the report. Contractor performance reviews and subsequent reports will be used in determining the suitability of contract extension.

2.41 Substitution of Personnel

It is the intention of the City that the Contractor's personnel proposed for the contract will be available for the contract term. In the event the Contractor wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to cancel the Contract for cause. See Section 5.09 General Conditions.

2.42 Ownership of Work – N/A

2.43 Condition of Trade-In Equipment – N/A

2.44 Conditions of Trade-In Shipment and Purchase Payment – N/A

2.45 Verification of Employment Status

Any Contractor/Consultant assigned to perform responsibilities under its contract with a State agency is required to utilize the US Department of Homeland Security's E-Verify system (per Executive Order Number 11-02) to verify the employment eligibility of: (a) all persons employed during the contract term by the Contractor to perform employment duties within Florida; and (b) all persons (including subcontractors) assigned by the Contractor to perform work pursuant to the contract with the State agency.

E-VERIFY Affirmation Statement must be completed and submitted with Bidder's response to this ITB.

2.46 Service Organization Controls

The Contractor should provide a current SSAE 18, SOC 2, Type I report with their bid. Awarded Contractor will be required to provide an SSAE 18, SOC 2, Type II report annually during the term of this contract. If the Contractor cannot provide the SSAE 18, SOC 2, Type I report at time of bid submittal, a current SOC 3 report will be accepted.

2.47 Warranties of Usage

Any estimated quantities listed are for information and tabulation purposes only. No warranty or guarantee of quantities needed is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.

2.48 Rules and Submittals of Bids

The signer of the bid must declare that the only person(s), company or parties interested in the bid as principals are named therein; that the bid is made without collusion with any other person(s), company or parties submitting a bid; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the bid has full authority to bind the principal bidder.

2.49 Bid Tabulations/Intent to Award

Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process may be found at: <https://www.fortlauderdale.gov/government/departments-a-h/finance/procurement-services/notices-of-intent-to-award>. Tabulations of receipt of those parties responding to a formal solicitation may be found at: <https://www.fortlauderdale.gov/government/departments-a-h/finance/procurement-services/bid-results>, or any interested party may call the Procurement Services Division at 954-828-5933.

2.50 Public Records

All bids will become the property of the City. The Bidder's response to the ITB is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters, or other material submitted in connection with this ITB.

and any resulting Contract to be executed for this ITB, subject to the provisions of Chapter 119.07 of the Florida Statutes. Any language contained in the Bidder's response to the ITB purporting to require confidentiality of any portion of the Bidder's response to the ITB, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Bidder submits any documents or other information to the City which the Bidder claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Bidder shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Bidder must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Bidder's response to the ITB constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the Bidder agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of the City.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PRRCONTRACT@FORTLAUDERDALE.GOV, 954-828-5002, CITY CLERK'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301.

Contractor shall:

1. Keep and maintain public records required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2022), as may be amended or revised, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

2.51 PCI (Payment Card Industry) Compliance

Contractor agrees to comply with all applicable state, federal and international laws, as well as industry best practices, governing the collection, access, use, disclosure, safeguarding and destruction of protected information.

Contractor and/or any subcontractor that handles credit card data must be, and remain, PCI compliant under the current standards and will provide documentation confirming compliance upon

request by the City of Fort Lauderdale, failure to produce documentation could result in termination of the contract.

END OF SECTION

SECTION III - TECHNICAL SPECIFICATIONS/SCOPE OF SERVICES

3.01 The purpose of this solicitation is to contract with a qualified security firm for security officer/guard services for the City's current and future needs for security officer service at:

1. Public Works Fiveash Regional Water Treatment Plant compound.
949 NW 38th street, Fort Lauderdale (see item#1 under Section 3.02).
2. Development Services Department
Building Services Center, 700 NW 19th Ave, Fort Lauderdale
3. Temporary City Hall (One East Broward Blvd)
1 E Broward Blvd, Fort Lauderdale

All personnel assigned to this contract shall be of high quality, properly trained and qualified to perform high-level security services. Personnel shall be subject to advance approval by the City designated representative.

The Contractor shall be responsible for deportment, appearance, conduct and supervision of all personnel concerned with the operation of this security service contract. All Contractor personnel will be required to conduct themselves in a completely professional, respectable manner, observe the doctrines of behavior as a public servant and be polite, courteous, cooperative and pleasant in the conduct of their duties. Any guard caught asleep or off of their scheduled post or grounds shall be sent home immediately and a replacement guard shall be called in.

There must be a minimum of eight hours training at each specific site and shift post for security officers that will be individually assigned to same. Training time is not billable to the City.

3.02 SECURITY FIRM ("CONTRACTOR") MINIMUM REQUIREMENTS

**** Prospective bidders must have the following requirements to be considered for an award:**

- 1) For Location #1 in Section 3.01 only- Must have experience providing high level security services for facilities such as, but not limited to, a water treatment facility, wastewater treatment facility, airport or seaport, etc.**
- 2) Must be in business for a minimum of 10 years.**
- 3) Must have provided Security Services for another Municipality or Governmental agency and listed as a reference.**

In addition:

- a. The Contractor must have a Class "B" Security Firm License.
- b. Any and each individual branch office location where security business is actively conducted must have a Class "BB" Branch Office License.
- c. Any person who directs the activities of licensed security officers at any firm or branch office must have a Class "M" or Class "MB" Manager License. A Class "D" licensee, who has been licensed for a minimum of two (2) years may be designated as the manager, in which case the Class "M" or "MB" license is not required.
- d. The manager assigned to a firm or branch office must operate primarily from the location for which he has been designated as manager.
- e. Each licensed location must have a designated, properly licensed manager.

licensed manager may only be designated as manager for one location.

- f. Contractor must have a regular business office location in the tri-county area (Miami-Dade, Broward, and/or Palm Beach).
- g. The Contractor's dispatch facility shall be staffed by full-time employees of the Contractor at the location properly zoned for such activity.

3.03 SECURITY OFFICER EXPERIENCE AND QUALIFICATIONS

All personnel assigned to this contract shall be properly trained, qualified, and licensed to perform security services as outlined in Level A, Band C below. The Contractor will provide candidates for review and approval either administratively or personally by the City's designated representative prior to assigning a Security Officer to the above listed locations.

All Contractor personnel will be required to conduct themselves in a professional, respectable manner, observe the doctrines of behavior as a public servant and be polite, courteous, cooperative, and pleasant in the conduct of their duties. Any officer found not performing their duties during their scheduled post can be grounds for dismissal and a replacement officer provided immediately. The Contractor shall be responsible for the appearance, conduct, and supervision of all personnel concerned with the operation of this security officer contract.

The Contractor must provide a minimum of eight hours on-site training for security officers that will be individually assigned to the location. Training time is not billable to the City.

GUARDS ARE TO BE CATOGORIZED AS FOLLOWS:

LEVEL A - BASE LEVEL

Any individual who performs the services of security officer must have a Class "D" Security Officer license **and must own or be employed by a licensed Class "B" Security Firm or branch office and the following experience, training, and communication:**

- a. Must be at least 18 yearsof age.
- b. Must be a citizen or legal resident alien of the United States or have been granted authority to work in this country by the Department of Homeland Security, U.S. Citizenship and Immigration Services (USCIS).
- c. Be literate in the English language (i.e., be able to read, write, speak understand and be understood). Oral command of the English language must be enough to permit full communication, particularly in times of stress.
- d. Have a valid driver's license.
- e. Evidence having served more than one year in a responsible security position.
- f. High school Diploma or equivalent.
- g. Ability to assess medical emergencies and use a first aid kit.
- h. Must have CPR certification.
1. Must pass criminal background check and be fingerprinted by the Contractor and the results of such checks shall be made available to the City upon request.
- J. The City will not consider anyone with dishonorable discharges from the military or any history of moral turpitude.
- k. Successfully completed training programs on basic security techniques, investigations, report writing, patrolling tactics, public relations, safety, proper use of telephones and radio, and sight hours on-site training by supervisor of the Contractor verified and documented by the City.

Results and evidence of licensure and certification shall be made available to the City upon request.

Primary Responsibilities:

- a. Security Officer duties are aimed at prevention of crime.
- b. To make his or herself clearly visible.
- c. Protect City's property and staff by maintaining a safe and secure environment.
- d. Answer alarms and investigate disturbances.
- e. Monitor and control access and departure at building entrances and vehicle gates of employees, visitors, and other persons to guard against theft and maintain security of premises.
- f. Observe for signs of crime or disorder and investigate.
- g. Act lawfully in direct defense of life or property.
- h. Call police or fire departments in cases of emergency, such as fire or presence of unauthorized persons.

LEVEL B - MID LEVEL

Meet all the requirements of Level A and:

- a. Evidence having served not less than two (2) years in satisfactory and responsible full-time security position. Service as a part-time police officer, reserve officer, or part-time security officer does not meet these criteria.

Primary Responsibilities:

Meet all the requirements of Level A and:

- a. Access control of higher risk area.
- b. Observe and report in detail any suspicious incidents.
- c. Monitor alarm systems or video cameras and operate detecting/emergency equipment.
- d. Building and ground patrol among visitors, patrons, and employees to preserve order and protect property.
- e. Utilize detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas.
- f. Alert in order to respond quickly and correctly during crisis.

LEVEL C - HIGH LEVEL

Meet all the requirements of Level B and have a Florida Class "G" Security Officer statewide firearm license and:

- a. Must pass criminal background check and be fingerprinted including felony screening in both the State of Florida and a national check by the FBI at the Contractors expense.
- b. Must legally carry own firearm and gear while on duty.
- c. Must have successfully completed an advanced First Aid Course, be able to administer oxygen, and operate an AED (automated external defibrillator).

Physical & Mental Qualifications:

Security Officers shall have no physical weaknesses or abnormalities that would adversely affect their performance of assigned security job duties. Security Officers shall successfully pass a physical examination administered by a licensed physician. The examination will be conducted at the Contractors expense and prior to duty assignment.

Armed personnel shall meet the following additional physical requirements:

- a. Binocular vision, which is correctable to 20/20 vision.
- b. Where corrective eyeglasses are required, they shall be of the safety glass type.
- c. Ability to distinguish shades of colors.
- d. Ability to hear ordinary conversation at a distance of 20 feet, without the use of artificial hearing devices.
- e. Freedom from drug use, except prescribed medication as evidenced by urinalysis test.
- f. Freedom from disease or condition that results in indistinct speech.
- g. Freedom from medical history or medical diagnosis of epilepsy or diabetes, unless controlled with proper medication.
- h. Free from any physical or emotional disorder, or any hindrance that may inhibit or preclude meeting the professional standards required by the contract.
- i. Blood pressure and other vital signs must be within normal limits.

The City will review all background checks on security officers proposed for each level.

3.04 SCOPE OF SERVICES REQUIRED SERVICES

The scope of services at FiveAsh Compound

- a. An armed LEVEL C Security Officer will monitor the Public Works Fiveash Regional Water Treatment Compound on a 24-hour basis, 7 days per week using a roving golf cart and foot patrol services. This compound is critical to public safety because it contains a freshwater treatment facility, a gasoline dispensing station, and the administration offices for the Public Works Utilities Division.
- b. The Security Officer will report to the designated location on time and will remain on duty until the end of the shift and until properly relieved. No officer will work more than a twelve (12) hour shift in a twenty-four (24) hour period.
- c. It is preferred that the twenty-four (24) hour period be broken into three (3) eight (8) hour shifts:

From 7 AM until 3 PM daily, Monday thru Sunday, the armed LEVEL C Security Officer will be responsible for maintaining a security checkpoint at the main entrance gate to the compound. They will provide access control on all vehicles and/or persons entering the compound and confirm the individuals are authorized for entry into the facility.

From 3 PM until 11 PM daily, Monday thru Sunday, the armed LEVEL C Security Officer will be responsible for maintaining a security checkpoint at the main entrance gate to the compound. They will provide access control on all vehicles and/or persons entering the compound and confirm the individuals are authorized for entry into the facility. At 6 PM the officer will close the gate and provide roving security throughout the compound.

From 11 PM until 7 AM daily, Monday thru Sunday, the armed LEVEL C Security Officer will be responsible for providing roving security throughout the compound. At 6 AM the officer will be responsible for opening the gate and maintaining a security checkpoint at the main entrance gate to the compound. They will provide access control on all vehicles and/or persons entering the compound and confirm the individuals are authorized for entry into the facility.

On all official City holidays, the entrance gate will remain closed and the Security Officer will maintain a roving patrol throughout the compound.

The shift schedule will need to be approved by the City.

The Scope of Services for Building Services

Two (2) full time guards, each estimated at 2080 hours annually, 4160 total estimated hours:

Guards will work a shift of 7.30am to 4.30 pm Monday thru Friday. In the event of a regularly scheduled guard's absence, the department shall be immediately notified of a replacement. The temporary guard shall be trained to perform all necessary duties and will be required to complete the responsibilities as noted below.

LEVEL B - MID LEVEL (1)

Meet all the requirements of Level A and:

- a) Evidence having served not less than two (2) years in satisfactory and responsible full-time security position. Service as a part-time police officer, reserve officer, or part-time security officer does not meet these criteria.
- b) Access control of higher risk area.
- c) Observe and report in detail any suspicious incidents.
- d) Monitor alarm systems or video cameras and operate detecting/emergency equipment.
- e) Building and ground patrol among visitors, patrons, and employees to preserve order and protect property.
- f) Complete and submit daily timesheets and reports of activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
- g) Utilize detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas.
- h) Alert in order to respond quickly and correctly during crisis.
- i) All Contractor personnel must have knowledge and abide by the American Disabilities Act (ADA) when handling service animals or patrons with disabilities.

LEVEL C - HIGH LEVEL (1)

Meet all the requirements of Level B and have a Florida Class "G" Security Officer statewide firearm license and:

- a) Must pass criminal background check and be fingerprinted including felony screening in both the State of Florida and a national check by the FBI at the Contractors expense.
- b) Must legally carry own firearm and gear while on duty.
- c) Must have successfully completed an advanced First Aid Course, be able to administer oxygen, and operate an AED (automated external defibrillator).
- d) Must have knowledge and abide by the American Disabilities Act (ADA) when handling service animals or patrons with disabilities.

Scope of Services for Temporary City Hall (One East Broward) requires an armed **LEVEL C** Security full time officer.

Estimated at 2080 hours annually (8 hours a day, Monday – Friday, 52 weeks per year).

- a. The Contractor must provide at its expense an electronic device that documents the time and date that patrols have taken place. Examples of these devices are

Deggy Guard Tour, Precision Point, and Proxy Guard. All records of such patrols will be made available and reviewable by the City at their request.

- b. Contractor shall have the capacity to provide additional Security Officers, as may be required during the contract period. Such extra officer services shall be billed to the City at the same contract hourly rate.
- c. Contractor shall be able to respond to City requests for changes in hours of work, if such changes are required to provide adequate security for the City facilities under contract.
- d. Requests by the City for additional coverage or a reduction in coverage must take place within 48 hours from the date of request. Such requests may be initially made verbally or in person, which shall be the date of request, but the City shall confirm the request in writing.

3.05 SERVICES AND EQUIPMENT PROVIDED BY CONTRACTOR

- a. Contractor shall provide officer, the security golf cart (including appropriate weather enclosure/protection), uniform for the officer, and communication equipment for the officer, electronic automated device, supervision of the officer, and twenty four (24) hour per day, seven days per week communications access for the City and the officer.
- b. The Security Officer must have communications equipment that will allow him to contact his office, the Public Works Dispatcher or designee, and the Fort Lauderdale Police Department (e.g. radio, cellular phone, etc.). The Security Officer will carry an operating flashlight with batteries.
- c. **Except where the City requires or has requested an armed LEVEL C Security Officer, no other officer providing services shall carry arms, even if properly trained and licensed.**
- d. The security golf cart shall be clean, operable, and properly always maintained. A backup security golf cart with the same equipment and capabilities must be available within 4 hours from the time of notification.
- e. Both the Security Officers uniform and golf cart shall be clearly identified with the security firms name to notify the public that the Security Officer is providing a service for the City. The Officer shall wear a nametag and the vehicle shall have the telephone number of the security firm prominently displayed.
- f. The Security Officer will patrol the facilities both in the roving golf cart and on foot to inspect all parts of the facilities for the purpose of detecting and preventing individuals or groups from committing acts that are illegal or injurious to others or to the property.
- g. The Security Officer shall complete a daily report called an "Incident Report". At the completion of the shift the incident report will be provided to the Officer's Supervisor as well as the designated City staff Dispatcher or designee. Such reports shall have the Security Officer's name and date. The report shall note any contact initiated by the Security Officer against unauthorized parties or involving persons who may be reporting violations or suspicious activities or whose conduct on City property may voluntarily or involuntarily warrant response from the Security Officer. All instances that may be of interest to Supervisor or City personnel should be logged.
- h. The incident report shall be completed even when reported activity involves response by Fort Lauderdale Police in order to further document the circumstances and confirm that a police report is in the process of being made. The Security Officer will contact the appropriate City and Contractor personnel when such events occur or have occurred. The Officer's Supervisor should be contacted in routine or non-emergency cases. The Fort Lauderdale Police

Department and the Officer's Supervisor must be immediately contacted in emergencies or when assistance is thought to be needed.

- i. The Security Officer will report safety hazards, malfunctioning equipment, trespassing, vandalism, suspicious activity, and other such matters to the City Dispatcher or their designee.

J. A Security Firm Supervisor will be responsible for the supervision of all personnel concerned with the operation of this security officer contract and confirm that the Security Officer is following prescribed procedures. The Security Firm Supervisor will visit the facility at least twice each week to familiarize him/herself with its condition and any accounts of trespassing or vandalism. Such visits are to be entered into the log. The supervisor, or other qualified personnel approved by the City shall take over for the Security Officer during any meal or other breaks when the Officer is not on his / her route and observing the site.

k. The Contractor must install surveillance equipment in the guard houses for the purpose of monitoring their personnel while on duty.

3.06 ADDITIONAL SCOPE OF SERVICES

The City reserves the right to add and/or delete Security Officers or Services as required.

3.07 POST OPERATING ORDERS

The City will provide the successful Contractor written policies and procedures governing the Security Officer(s) and the Firm's requirements for reporting observations, incidences and whatsoever to the Safety & Training Coordinator or his designee, the City Police Department, or other emergency contact personnel. Any additional written policies and procedures are for the purposes of enhancing compliance with the technical specifications of the contract and not to alter them and may be amended from time to time to adjust for changing circumstances and needs.

3.08 PENALTY

The City shall assess the Contractor two hundred dollars (\$200) in liquidated damages for each hour, or part thereof, that there is a lack of security coverage at the designated site, by any officer for any reason except "force majeure", and until such time as a qualified pre-approved officer arrives on duty. In addition, the City will not be billed for missed hours. If the security officer were to abandon their post for any reason, that would be grounds for the City to terminate the contract immediately.

END OF SECTION

NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

Authorized Signature

Title

Name (Printed)

Date

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

Authorized Signature

Print Name and Title

Date

CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept the credit card or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below, you agree with these terms.

Please indicate which credit card payment you prefer:

_____ MasterCard

_____ Visa

Company Name

Name (Printed)

Signature

Title

Date

LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:

[https://library.municode.com/fl/fort lauderdale/codes/code of ordinances?nodeId=COOR CH2 AD ARTVFI DIV2PR S2-186LOBUPR](https://library.municode.com/fl/fort%20lauderdale/codes/code%20of%20ordinances?nodeId=COOR_CH2_AD_ARTVFI_DIV2PR_S2-186LOBUPR)

Definitions: The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.

LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- (1) _____ is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt **and** a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (2) _____ is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt **or** a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (3) _____ is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (4) _____ requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (5) _____ requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (6) _____ is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.
Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PREFERENCE

Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference.

In order to be considered for a DBE Preference, a bidder must include a certification from a government agency, as applicable to the DBE Preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a DBE Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the DBE Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **or** State of Florida active registration **and/or**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the disadvantaged business preference.

THE COMPLETE DBE PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

Definitions

- a. The term "disadvantaged class 1 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- b. The term "disadvantaged class 2 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- c. The term "disadvantaged class 3 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "disadvantaged class 4 enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the disadvantaged business enterprise price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this solicitation. Violation of the foregoing provision may result in contract termination.

- (1) is a disadvantaged class 1 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

- (2) is a disadvantaged class 2 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employee(s) and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

- (3) is a disadvantaged class 3 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

- (4) is a disadvantaged class 4 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

Business Name

- (5) is not considered a Disadvantaged Enterprise Business as defined in the City of Fort Lauderdale Ordinance Sec.2-185 and does not qualify for DBE Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE

Solicitation/Bid /Contract No: _____

Project Description:

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: _____

Authorized Company Person's Signature: _____

Authorized Company Person's Title: _____

Date: _____

REFERENCES

A minimum of three (3) references shall be provided. It is the responsibility of the Bidder/ Proposer to ensure that the information provided is accurate and current. The City may find your firm non-responsive for providing wrong and or outdated information. Additional references may be provided on a separate page.

Company Name: _____
Address: _____
Contact Person: _____
Title: _____
Phone #: _____
Email: _____
Contract Value: _____
Year(s): _____
Description: _____

Company Name: _____
Address: _____
Contact Person: _____
Title: _____
Phone #: _____
Email: _____
Contract Value: _____
Year(s): _____
Description: _____

Company Name: _____
Address: _____
Contact Person: _____
Title: _____
Phone #: _____
Email: _____
Contract Value: _____
Year(s): _____
Description: _____

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the City's on-line strategic sourcing platform prior to the bid opening date and time listed. Paper bid submittals will not be accepted. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) _____ EIN (Optional): _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ FAX No.: _____ Email: _____

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): _____

Total Bid Discount (**section 1.05 of General Conditions**): _____

Check box if your firm qualifies for DBE (**section 1.09 of General Conditions**): ☐

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Name (printed)

Signature

Date

Title

Executive Summary Report

Of

Event: 184-0 - Security Guard Services

Buyer: Stefan Mohammed

Date Range: 09/22/2023 04:55:00 PM - 10/06/2023 02:00:00 PM

Suppliers Notified: 38

Notified Suppliers 5
Responding:

All Suppliers 12
Responding:

Suppliers Responding

Supplier	Contact	Phone Number	E Mail	City	State Or Province	Total Bid Amount	Total Awarded	Response Attachments Exist
FPI Security Services	Karina Cartagena	954-370-5300	kcartagena@fpisecurity.com	Pembroke Pines	FL	481,299.10	0.00	No
AURAI SECURITY	ANDREAS MENGE	2122719446	amenge@auracapital.com	MIAMI BEACH	FL	491,796.00	0.00	Yes
Doyle Security Services, Inc.	Chris Freeburn	9144146306	cfreeburn@doylesecurityservices.com	Rockville Centre	NY	574,836.91	0.00	Yes
Four Knights Security and Protection, Inc.	David Mendieta	305-456-4489	d_mendieta@4-ksp.com	Doral	FL	506,352.00	0.00	Yes
Excelsior Defense, Inc	Amanda Tassillo	727-527-9600	atassillo@excelsiordefense.com	St. Petersburg	FL	378,514.92	0.00	Yes
Regions Security Services	David Rodriguez	305-801-2340	drodriguez@regionssecurity.us	Miami	FL	419,759.32	0.00	Yes
KENT SECURITY OF PALM BEACH, INC.	Alon Alexander	3059199400	aalexander@kentservices.com	Miami	FL	533,854.24	0.00	No
International Security Guard Services	Fenel Luxama	3052392210	deguzmangilisgs@gmail.com	Homestead	FLO	58,320.00	0.00	Yes
American Guard Services, Inc.	Gerald Gregory	800-441-1808	ahaugland@americanguardservices.com	Los Angeles	CA	484,952.37	0.00	Yes
Security Alliance	Natalie Escobar	3056706544	nataliee@securityalliancegroup.com	Doral	FL	433,390.90	0.00	No

continued...

Supplier	Contact	Phone Number	E Mail	City	State Or Province	Total Bid Amount	Total Awarded	Response Attachment Exists
A& Associates, Inc	Shae Katz	314-825-8033	shae@aaservices.co	West Palm Beach	FL	420,718.84	0.00	Yes
Veterans Security Corps of America, Inc.	Alan Cohen	(954) 731-5161	info@vscguards.com	Fort Lauderdale	FL	589,340.71	0.00	Yes

Event Lines And Responses

Item	Description	Unit of Measure	Quantity
LEVEL A - BASE LEVEL WITH ROVING-	If the City wished to utilize this level of Security officer with roving at one of the specified facilities or comparable City facility, the hourly rate quoted would be utilized.	HR	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	1.0000	HR	25.20000000	0.00
AURAI SECURITY	1.0000	HR	25.00000000	0.00
Doyle Security Services, Inc.	1.0000	HR	31.37000000	0.00
Four Knights Security and Protection, Inc.	1.0000	HR	23.00000000	0.00
Excelsior Defense, Inc	1.0000	HR	23.24000000	0.00
Regions Security Services	1.0000	HR	24.06000000	0.00
KENT SECURITY OF PALM BEACH, INC.	1.0000	HR	30.62000000	0.00
International Security Guard Services	1.0000	HR	28.00000000	0.00
American Guard Services, Inc.	1.0000	HR	28.49000000	0.00
Security Alliance	1.0000	HR	24.90000000	0.00
A& Associates, Inc	1.0000	HR	23.00000000	0.00
Veterans Security Corps of America, Inc.	1.0000	HR	34.73000000	0.00

continued...

Item	Description	Unit of Measure	Quantity
LEVEL B - MID LEVEL WITH ROVING-	If the City wished to utilize this level of Security officer with roving at one of the specified facilities or comparable City facility, the hourly rate quoted would be utilized.	HR	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	1.0000	HR	25.75000000	0.00
AURAI SECURITY	1.0000	HR	28.00000000	0.00
Doyle Security Services, Inc.	1.0000	HR	32.37000000	0.00
Four Knights Security and Protection, Inc.	1.0000	HR	26.00000000	0.00
Excelsior Defense, Inc	1.0000	HR	23.24000000	0.00
Regions Security Services	1.0000	HR	25.77000000	0.00
KENT SECURITY OF PALM BEACH, INC.	1.0000	HR	33.00000000	0.00
International Security Guard Services	1.0000	HR	27.00000000	0.00
American Guard Services, Inc.	1.0000	HR	29.99000000	0.00
Security Alliance	1.0000	HR	25.80000000	0.00
A& Associates, Inc	1.0000	HR	25.10000000	0.00
Veterans Security Corps of America, Inc.	1.0000	HR	36.20000000	0.00

continued...

Item	Description	Unit of Measure	Quantity
LEVEL C- HIGH LEVEL WITH ROVING-	LEVEL C- HIGH LEVEL ROVING- Hours calculated based on Security services 24/day X 365 days= 8760 hours per year at Fiveash Regional Water Treatment facility. In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.	HR	8,760.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	8,760.0000	HR	33.60000000	0.00
AURAI SECURITY	8,760.0000	HR	35.00000000	0.00
Doyle Security Services, Inc.	8,760.0000	HR	39.37000000	0.00
Four Knights Security and Protection, Inc.	8,760.0000	HR	35.00000000	0.00
Excelsior Defense, Inc	8,760.0000	HR	25.55000000	0.00
Regions Security Services	8,760.0000	HR	28.61000000	0.00
KENT SECURITY OF PALM BEACH, INC.	8,760.0000	HR	36.00000000	0.00
International Security Guard Services	0.0000	HR	0.00000000	0.00
American Guard Services, Inc.	8,760.0000	HR	32.99000000	0.00
Security Alliance	8,760.0000	HR	29.90000000	0.00
A& Associates, Inc	8,760.0000	HR	28.86000000	0.00
Veterans Security Corps of America, Inc.	8,760.0000	HR	41.59000000	0.00

Item	Description	Unit of Measure	Quantity
LEVEL A- BASE LEVEL- NON ROVING-	If the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.	HR	1.0000

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	1.0000	HR	24.15000000	0.00
AURAI SECURITY	1.0000	HR	23.00000000	0.00
Doyle Security Services, Inc.	1.0000	HR	31.17000000	0.00
Four Knights Security and Protection, Inc.	1.0000	HR	23.00000000	0.00
Excelsior Defense, Inc	1.0000	HR	23.24000000	0.00
Regions Security Services	1.0000	HR	23.49000000	0.00
KENT SECURITY OF PALM BEACH, INC.	1.0000	HR	30.62000000	0.00
International Security Guard Services	1.0000	HR	25.00000000	0.00
American Guard Services, Inc.	1.0000	HR	27.89000000	0.00
Security Alliance	1.0000	HR	24.20000000	0.00
A& Associates, Inc	1.0000	HR	21.94000000	0.00
Veterans Security Corps of America, Inc.	1.0000	HR	30.98000000	0.00

Item	Description	Unit of Measure	Quantity
LEVEL B- MID LEVEL- NON ROVING-	LEVEL B- MID LEVEL NON-ROVING Hours calculated based on one full time guard per year stationed at the Department of Sustainable Development In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.	HR	2,080.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	2,080.0000	HR	24.75000000	0.00
AURAI SECURITY	2,080.0000	HR	23.00000000	0.00

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
Doyle Security Services, Inc.	2,080.0000	HR	32.17000000	0.00
Four Knights Security and Protection, Inc.	2,080.0000	HR	26.00000000	0.00
Excelsior Defense, Inc	2,080.0000	HR	23.24000000	0.00
Regions Security Services	2,080.0000	HR	25.20000000	0.00
KENT SECURITY OF PALM BEACH, INC.	2,080.0000	HR	33.00000000	0.00
International Security Guard Services	2,080.0000	HR	28.00000000	0.00
American Guard Services, Inc.	2,080.0000	HR	29.39000000	0.00
Security Alliance	2,080.0000	HR	25.00000000	0.00
A& Associates, Inc	2,080.0000	HR	24.21000000	0.00
Veterans Security Corps of America, Inc.	2,080.0000	HR	32.45000000	0.00

Item	Description	Unit of Measure	Quantity
LEVEL C- HIGH LEVEL- NON ROVING-	LEVEL C- High LEVEL NON-ROVING	HR	4,160.0000

Hours calculated based on one full time guard per year stationed at the Department of Sustainable Development, One full time guard stationed at One east Broward (replacement of City Hall) Temporarily.

In addition, if the City wished to utilize this level of Security officer at one of the specified facilities or comparable facility, the hourly rate quoted will be utilized.

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
FPI Security Services	4,160.0000	HR	32.55000000	0.00
AURAI SECURITY	4,160.0000	HR	33.00000000	0.00

continued...

Responses				
Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
Doyle Security Services, Inc.	4,160.0000	HR	39.17000000	0.00
Four Knights Security and Protection, Inc.	4,160.0000	HR	35.00000000	0.00
Excelsior Defense, Inc	4,160.0000	HR	25.55000000	0.00
Regions Security Services	4,160.0000	HR	28.04000000	0.00
KENT SECURITY OF PALM BEACH, INC.	4,160.0000	HR	36.00000000	0.00
International Security Guard Services	0.0000	HR	0.00000000	0.00
American Guard Services, Inc.	4,160.0000	HR	32.39000000	0.00
Security Alliance	4,160.0000	HR	28.70000000	0.00
A& Associates, Inc	4,160.0000	HR	28.24000000	0.00
Veterans Security Corps of America, Inc.	4,160.0000	HR	37.84000000	0.00

Header Questions And Responses

QUESTION

Did you Complete the attached required forms?

Question Responses		
Supplier	Response	Has Attachment
FPI Security Services	Yes-	Yes
AURAI SECURITY	Yes-	Yes
Doyle Security Services, Inc.	Yes-Please see attached document with completed forms and cover letter, which answers Event Questions.	Yes
Four Knights Security and Protection, Inc.	Yes-Signed and executed documents attached.	Yes
Excelsior Defense, Inc	Yes-	Yes
Regions Security Services	Yes-	Yes

continued...

Question Responses		
Supplier	Response	Has Attachment
KENT SECURITY OF PALM BEACH, INC.	Yes-yes	No
International Security Guard Services	Yes-We have completed the RFP form	Yes
American Guard Services, Inc.	Yes-	Yes
Security Alliance	Yes-	Yes
A& Associates, Inc	Yes-	Yes
Veterans Security Corps of America, Inc.	Yes-	Yes

QUESTION

In order to be considered for award, you must meet the criteria required within the following questions:

- 1) For Location #1 in Section 3.01 only- Must have experience providing high level security services for facilities such as, but not limited to, a water treatment facility, wastewater treatment facility, airport or seaport, and must be listed as one of the references.
- 2) Must be in business for a minimum of 10 years.
- 3) Must have provided Security Services for another Municipality or Governmental agency and listed as a reference.

Question Responses		
Supplier	Response	Has Attachment
FPI Security Services	Yes-Incumbent Provider	No
AURAI SECURITY	Yes-FLORIDA SECURITY LICENSE #: B3000383	No
Doyle Security Services, Inc.	Yes-Please see attached document with completed forms and cover letter, which answers Event Questions.	Yes
Four Knights Security and Protection, Inc.	Yes-Please reference the attached document for supporting experience in the capacity of providing security services to a municipality/governmental agency at the facilities required by the City of Ft. Lauderdale.	Yes
Excelsior Defense, Inc	Yes-See item 4, we currently supply Gainesville Regional Utilities	Yes
Regions Security Services	Yes-*We have serviced water treatment facilities at City of Hollywood, City of Miramar, and similar contracts with other municipalities and Federal Contracts. *Company established in January 10, of 2010 * 3 References of municipal contracts provided	Yes
KENT SECURITY OF PALM BEACH, INC.	Yes-City of Miami since 2007	No

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Question Responses		
Supplier	Response	Has Attachment
International Security Guard Services	Yes-Our company has been in business for 10 years already.	Yes
American Guard Services, Inc.	Yes-	Yes
Security Alliance	Yes-	Yes
A& Associates, Inc	Yes-	Yes
Veterans Security Corps of America, Inc.	Yes-We provide high level security services to the FL Department of Emergency Management - reference included in Question 1 attachment. We have been in business for 14 years. We have worked for two FL counties-both references are included.	No

Contacts

Name	Email
Stefan Mohammed	SMohammed@fortlauderdale.gov

Q And A

Supplier	Question	Answer
Regions Security Services	The Scope of services for Building Services Document states it requires two 40 hour Officers but does not state the required Level. Below the desired schedule it lists the requirements for level B and Level C. Which is the required level?	One (1) level B non roving and One (1) level C non roving.
Regions Security Services	Last page 3.05 Section "K" States requirement to install a surveillance equipment (assumed cctv camera) to monitor personnel. Does the Gatehouse have power and Internet which can be accessed by the supplier for said equipment?	We (City) provides the Surveillance equipment (CCTV) to monitor personnel. The gatehouse has power, a phone and internet through our IT Dept (we provide a computer to access to the security log and e-mails from Utilities staff).

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Supplier	Question	Answer
Regions Security Services	What are the Guard's duties at Temporary City Hall?	Duties include but not limited to items listed under level B - b-i
Regions Security Services	I have read the documentation and cannot find the Timeline or response Deadline. Can you please specify. Thanks.	Bid closes October 6th at 2pm.
American Guard Services, Inc.	Please identify the current security provider and their bill rates.	FPI Security Services. Pricing is outdated and does not reflect current market conditions. Pricing can be found on the city of Fort Lauderdale website- procurement page- under contracts and awards- security guard services- Fpi Security Services.
American Guard Services, Inc.	Is there a pricing form or format? Or is the pricing only to be submitted through the portal?	Pricing is required to be entered through the infor portal on each of the lines.
American Guard Services, Inc.	Should the price for the golf cart be incorporated into the hourly rate for the rover guards?	yes
American Guard Services, Inc.	Is there a pricing format or sheet?	No separate pricing sheet, you must respond to the lines tab of the event listing the hourly price per level.
American Guard Services, Inc.	Is there a format for a written proposal? Is there any additional information required aside from price?	No, you must place your hourly rate per level in the line tab section of the bid.
American Guard Services, Inc.	Is there a format for a written proposal? Is there any additional information required aside from price?	No, just the line responses, references and the required forms. However, there are certain requirements that the bidder must have in order to respond to this bid.
American Guard Services, Inc.	1. Who is the current incumbent? 2. When was the current incumbent awarded the contract? Could you please provide us with a copy of the current contract? 3. Are there any subcontractors being used for the current contract?	FPI Security Services. Pricing can be found on the city of Fort Lauderdale website- procurement page- under contracts and awards- security guard services- Fpi Security Services. No subcontractors on the current contract.
American Guard Services, Inc.	5. What was the start date of the initial contract? 6. What was the amount spent in the last 12 months? 7. What was the total spent in the last billed month? 8. Are there any other rates billed separately (such as equipment, vehicles, etc.)	June 16th 2021 Annual pricing listed on contract documents that can be obtained on our website. Monthly cost can also be calculated based on hourly rate quoted on contract, which can be found on our website. Pricing breakdown listed on cost proposal page of the contract which can be found on our website, steps to locate document provided on previous responses.

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Supplier	Question	Answer
American Guard Services, Inc.	10. 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?	Change to type of guards for dsd location, only notable change.
American Guard Services, Inc.	11. What was the amount spent on this contract last year? 12. What is the estimated total number of annual hours for this contract? 13. What is the current bill rate for each position?	Listed on contract, steps to access contract already provided. Hours are listed on the line items.
American Guard Services, Inc.	14. Are there any additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required security, etc.	Language listed in bid does indicate the price for type of service will be used if the city needed to add additional services.
American Guard Services, Inc.	Is the current contract using vehicles? If yes, how many? Will your agency hold a public opening? If yes, can you please provide the date, time, and location? Are there any MWBE/VS/DBE or other goals for this project?	Yes one golf cart. This is an invitation to bid type solicitation, the bid will automatically open at the specified listed bid closing date and time. Local price preference/ dba language listed within bid documents.
Security Alliance	Good day Mr. Mohammed, We will be submitting a response for Event 184 - Security Guard Services. We do not see a proposal format in the bid documents. Could you tell me in what section I might find the format? Thank you. Natalie	You can add your proposal as an attachment; however pricing is required on the line items of the bid, I believe there are six lines each requiring an hourly rate.