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Solicitation Addendum

Addendum No.: 1
Solicitation No.: 24-R084214BB
Solicitation Title: Security Guard Services for Manatee County Area Transit (MCAT)
Addendum Date: April 24, 2024
Procurement Contact: Ashley Forrest

Invitation for Bid (IFB) No. 24-R084214BB is amended as set forth herein. Responses to questions posed by prospective bidders are provided below. This Addendum is hereby incorporated in and made a part of IFB 24-R084214BB.

The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this IFB is April 19, 2024.

DELETE:

SECTION A, INSTRUCTIONS TO BIDDERS, IFB No. 24-R084214BB, ARTICLE A.20, LOCAL PREFERENCE

~~A.20 LOCAL PREFERENCE~~

~~To qualify for local preference, a local business, as defined in Section , Terms and Conditions, must provide certification to County by completing an 'Affidavit as to Local Business' form which is available for download at www.mymanatee.org/vendor. Click on 'Affidavit for Local Business' to access and print the form. Complete, notarize, and return the original with Bidder's Bid. It is the responsibility of the Bidder to ensure accuracy of the affidavit and notify County of any changes affecting its local business status.~~

QUESTIONS AND RESPONSES:

Q1. What is the current volume of contracted hourly guard service being utilized under this agreement?

R1. This is a new County initiative, so this information is not available. Refer to Exhibit 1, Scope of Services.

Q2. How many guards do you need at the two locations during those hours?

R2. One (1) Security Guard at each location.

Q3. What is the planned volume of contracted hours of service required under this agreement for the first year of service following award?

R3. Refer to Exhibit 1, Scope of Services.

Q4. May we see these hours of service required broken down by post location and level of security officer / supervisor required?

R4. Refer to Exhibit 1, Scope of Services. Security Guard level is at the discretion of the County.

Q5. Does this Bid require a Bid Bond or a Performance Bond?

R5. No.

Q6. Does this bid require the security company to provide equipment such as vehicles, computers or cell phones etc. If so may we see the equipment list?

R6. Yes. Refer to Exhibit 1, Scope of Services.

Q7. Do you have chart or sheet that would breakdown servicing facilities, # of guards and daily hours for a weekly schedule (Monday-Friday, Saturday and Sunday. I do see the two transfer stations (Bradenton and DeSoto and 5AM-10:00PM schedule M-SAT)?

R7. Refer to R2.

Q8. Who is your current provider and how long have they been servicing you?

R8. This is a new County initiative, so this information is not available.

Q9. What is your annual budget for this upcoming project and what is your current annual budget?

R9. The budget has not been determined.

Q10. What is the hourly rate that you are currently paying for your guards (level 1, level 2 and level 3)?

R10. This is a new County initiative, so this information is not available.

Q11. The DemandStar portal is not allowing for our company to submit a bid for this opportunity. Would it make more sense for our company to register on your county website, Mymanatee.org and then would we be able to submit our proposal that way?

R11. Refer to Section A.03, Submission of Bids.

Q12. How many mcat locations need security guards?

R12. Refer to Exhibit 1, Scope of Services.

Q13. What are the hours of operation?

R13. Refer to Exhibit 1, Scope of Services.

Q14. Are guards needed to be armed or unarmed?

R14. Refer to Exhibit 1, Scope of Services.

Q15. Can you please help me clarify how many guards will be needed at each station per day, and how long those shifts would be?

R15. Refer to R2 and Exhibit 1, Scope of Services.

Q16. Could you please tell me if there is a PreBid meeting and when will we hear back on questions?

R16. Refer to page 2, Solicitation Information Conference.

Q17. What is your current pay rate for your guards?

R17. Refer to R10.

Q18. What is your current bill rate?

R18. Refer to R10.

Q19. Who is your current security provider?

R19. Refer to R8.

Q20. What are the exact hours needed of unarmed security guards and armed security guards?

R20. Refer to Exhibit 1, Scope of Services.

Q21. Will your team choose the lowest apparent bidder to win this contract?

R21. Refer to A.27, Basis of Award. Award will be based on lowest bid per line item on Attachment H, Bid Form.

Q22. Will bidders be scored on minority participation?

R22. Refer to Section A.27, Basis of Award and Section B.12, Equal Employment Opportunity.

Q23. Does the contractor need to provide any vehicles for this contract?

R23. Refer to R6.

Q24. Can you identify how many security officers are posted at the same time?

R24. Refer to R2.

Q25. Can you also provide the annual hours and last year's spend for these services?

R25. Refer to R1.

Q26. Where can I find where it specifies what guard you want where?

R26. Refer to R4.

Q27. I cannot find the local business form on the web site. Can you please email it to me.

R27. Refer to Section B, Terms and Conditions, Article B.05 Local Preference.

Q28. Are there any Bid Bond Requirements for the ITB No. 24-R084214BB?

R28. Refer to R5.

Q29. Could you please provide the incumbent's current bill rates and current number service hours per week they are proving for both of the MCAT Transfer Stations?

R29. Refer to R10.

Q30. Do we need to provide a bid bond or performance bond? And if so, can we provide a letter from our surety company instead of a bond?

R30. Refer to R5.

Q31. Who is the current incumbent?

R31. Refer to R8.

Q32. When was the current incumbent awarded the contract? Could you please provide a copy of current contract?

R32. Refer to R8.

Q33. Are there any subcontractors being used for the current contract?

R33. Refer to R8.

Q34. Do you require us to utilize a subcontractor under this contract?

R34. Subcontractors are not required.

Q35. What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.)

R35. Refer to R1.

Q36. What was the start date of the initial contract?

R36. Refer to R1.

Q37. What was the amount spent in the last 12 months?

R37. Refer to R1.

Q38. What was the total spent in the last in the last billed month?

R38. Refer to R1.

Q39. Are there any other rates billed separately (such as equipment, vehicles, etc.)?

R39. No.

Q40. 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?

R40. Refer to R8.

Q41. What was the amount spent on this contract last year?

R41. Refer to R10.

Q42. What is the estimated total number of annual hours for this contract?

R42. Refer to R3.

Q43. What is the current bill rate for each position?

R43. Refer to R10.

Q44. Are there any additional services that may be needed that are not listed in the RFP? For instance, the need for additional sites, seasonal required security, etc.

R44. No.

Q45. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?

R45. No.

Q46. Is a Bid Bond or performance bond required? If yes, how much? If not, do you require us to submit a Surety bond letter?

R46. Refer to R5.

Q47. Is the current contract using vehicles? If yes, how many?

R47. This is a new County initiative, so this information is not available.

Q48. Are there any MWBE/VS/DBE or other goals for this project?

R48. No.

Q49. Are we restricted to only specifically using local Florida references?

R49. No.

NOTE:

Deleted items will be ~~struck through~~, added or modified items will be underlined. All other terms and conditions remain as stated in the IFB.

INSTRUCTIONS:

Receipt of this Addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

END OF ADDENDUM

AUTHORIZED FOR RELEASE