



February 4, 2019

To: All Interested Parties

From: Litsy C. Pittser, Procurement Specialist
Village of Palmetto Bay
9705 E Hibiscus Street
Palmetto Bay, Florida 33157

Re: Invitation to Bid ITB# 1819-12-007
Security Guard Services – Thalatta Estate Park

ADDENDUM NO. 1

Prospective Bidders,

This Addendum forms a part of the ITB Package Document dated February 21st, 2019, with the amendments and additions noted below (deletions are shown by strikethrough and additions are underlined.)

Mr. Nagah Abdelshahid, American Guard Services

- Question: Estimated Usage (number of hours) of prior contract?
- ***Village: Thalatta events are very popular with wedding venues. These events are booked in advance up to a year. So, the awarded Company shall have engagements every weekend. As far as hours we are looking at about 4-5 hours per person per event.***
- Question: Who is the current incumbent?
- ***Village: SFM Security Services.***
- Question: When were they awarded the contract? Copy of current contract.
- ***Village: We do not have a current contract with the vendor, we are using them on a month to month basis. Therefore, we are procuring this service since the Village would like to have a secured contract with an awarded vendor.***
- Question: What is the current bill rate?
- ***You will need to contact the Village Clerk to obtain this information. You can fill out a public request form and receive this information.***
- Question: Is overtime rate lined in the contract?
- ***Village: No, there shall be no overtime billed.***
- Question: What was the contract amount spent last year?
- ***Village: Approximately \$ 25,900.00.***

- Question: Is there any minimum wage/pay?
- **Village: Although we do not have regulations for this ITB, the Village does abide by Federal and State laws concerning minimum wage.**
- Question: Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?
- **Village: Please refer to the prior answer.**
- Question: Is there a page limit for the proposal submission?
- **Village: On this invitation to bid there are no requirements, but please limit yourself to no more than 5 pages per section.**
- Question: Are there any additional Security guard services to this contract.
- **Village: Primarily the services shall be at our Thalatta Estate Park. But the Village has left it open in case Security Guards are required in other areas. These services shall be on an as needed basis and where needed.**
- Question: Are vehicles required for this bid? If so, how many and what type are needed?
- **Village: No vehicles are needed.**
- Question: How many vehicles and what types of vehicles is the incumbent using?
- **Village: No vehicles are being used.**
- Question: Are there any more equipment required other than which it's mentioned in the proposal?
- **Village: No.**

All other terms and conditions stipulated in the original Village of Palmetto Bay Invitation to Bid shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all proposals. The form of acknowledgement is included and failure to sign and submit this form may result in your proposal from being rejected.

Thank you for your participation in our solicitation process.

Litsy C. Pittser, Procurement Specialist
Village of Palmetto Bay



Acknowledgement of

Addendum of Solicitation

Amendment/Modification No.: 1

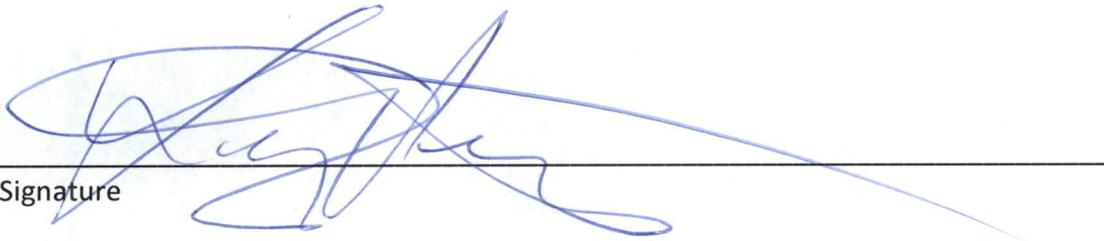
Amendment of ITB# No.: 1819-12-007

Title of ITB: Security Guard Services – Thalatta Estate Park

Name of Proposer _____

Date Addendum Received _____

Total Pages of Addendum including Acknowledgement 3


Signature _____

All other terms and conditions stipulated in the original Village of Palmetto Bay Invitation to Bid shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all proposals. This acknowledgement form must be included in the response and failure to sign and submit this form may result in your proposal from being rejected.