



# Macon-Bibb County Government

Procurement Department

Government Center

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Laura Hardwick  
Director of Procurement

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ADDENDUM # 1

To: ALL PROSPECTIVE FIRMS

Re: INVITATION FOR BIDS: 25-010-LH, Security Services

**The Invitation for Bids, referenced above, is modified as follows:**

1. What is the current bill rate for security services.

Answer: Not applicable

2. Who is the current incumbent for security services?

Answer: Sizemore, Inc.

3. Can you please provide the list of holidays (Macon-Bibb scheduled holidays)?

Answer: The following holidays will require 24-hour coverage: Martin Luther King Day, Memorial Day, Juneteenth Day, 4<sup>th</sup> of July, Labor Day, Veterans Day, Thanksgiving Eve and Day, Christmas Eve and Christmas Day, New Year's Eve and New Year's Day.

4. Can you please indicate if the intent is to award the lowest bidder?

Answer: To award to the lowest responsible and responsive bidder.

5. How soon after the contract is awarded did you need the guards on site?

Answer: Upon award of contract.

6. How many guards will be needed to be on duty at any given time?

Answer: One security per shift, typical is 108 with additional hours on holiday.

7. Is this a request for bid for an existing contract? If so, who is the current incumbent and what was the winning bid from the previous contract?

Answer: N/A

8. For the list of employees are you only requiring the names of each employee OR name and DOB? Will new employees need to be sent if the chosen company hires new guards?

Answer: Provide a list of employees and all employees that will have required background checks. (Background checks will be completed by Macon-Bibb/BSO). Background checks require state issued identification card

9. Are bidders required to have patrol vehicles? If not, is Commercial General Liability insurance still required?

Answer: Security to patrol by foot.

10. If employees are using personal vehicles (with company magnet logo) are they required to have Commercial General Liability insurance? or personal vehicles for patrol?

Answer: Not Applicable.

11. Does the certificate/proof of insurance have to be submitted with the proposal or only provided if chosen for the proposal?

Answer: Proof of certificate of insurance is required before the awarding of a contract.

12. Can a representative of the company come and sit in for the hearing of the open bid?

Answer: Yes.

13. Is the proposal for Armed, unarmed or both?

Answer: unarmed.

14. How many security personnel are you required to have per shift site/or in general?

Answer: Refer to question #6.

15. Are you sending invoices via net 15 or net 30?

Answer: Net 30.

16. Is the requirement for experience providing building monitoring services for the bidder(company)or employees?

Answer: Monitoring servers is for Macon-Bibb County courthouse facility.

17. Are proposals looked at first come first serve? What are the county's criteria when choosing a security company?

Answer: responses to the solicitation will be evaluated for selection based on the responsible and responsive low bidder meeting all requirements stated in the solicitation.

Please incorporate this change into the Invitation for Bid and acknowledge receipt of this addendum on your bid form.

Sincerely,

*Laura Hardwick*