

ADDENDUM NO. 1

RFP TITLE: School Crossing Guard Services

RFP NO: 2023-02

DATE: April 6, 2023

To All Proposers:

Proposers for the above referenced Request for Proposals ("RFP") shall take note of the following changes, additions, deletions, clarifications, etc., to the RFP documents, which shall become a part of and have precedence over anything shown or described otherwise.

A. CHANGES IN THE RFP DOCUMENTS

None.

B. CLARIFICATIONS

None.

C. QUESTIONS FROM PROPOSERS:

1. Q: Will the \$5,000.00 proposal security be returned to the proposers not awarded?

A: The proposal securities shall be returned subsequent to execution of the Agreement by the successful Proposer and the appropriate City officials.

2. Q: Are Proposers required to have a local office prior to the proposal due date?

A: Yes, Proposers shall have a primary or branch office in Miami- Dade, Broward or Palm Beach County, Florida.

3. Q: Typically, a performance and payment bond is not required for these services, are proposers required to submit a performance and payment bond?

A: Yes, the awarded Contractor will be required to provide a performance and payment bond equal to \$750,000.00.

4. Q: If the number of guards required increases over 79, will an additional supervisor be required?

A: No, the current three supervisors required would suffice.

5. Q: Is the \$250.00 penalty per occurrence for locations not staffed negotiable?

A: No, the \$250.00 penalty is not negotiable.

6. Q: Is the City looking for rates for the entire five-year term, or are proposers to provide a rate for each year?

A: Proposers are to provide single rates for the five-year term. However, the City will apply an annual adjustment to the rates, based on the annual change to the applicable Consumer Price Index.

7. Q: What is the hourly bill rates under the agreement with the City?

A: Current hourly bill rate is \$21.39 for both crossing guard and supervisor positions.

8. Q: Is there a minimum pay rate required?

A: Minimum pay rate shall be in accordance with the State of Florida requirements.

9. Q: Is there a daily hourly minimum required for the crossing guards?

A: See section 2.3, Crossing Guards Required (page 48), of the Agreement Document.

10. Q: Is the \$250.00 penalty per occurrence new to the contract? If not, have you had to utilize it in the past?

A: It is not new to the contract. No, we have never had apply the penalty under the current agreement.

11. Q: What department would these services fall under?

A: Communications Department.

12. Q: What is the current hourly pay rates for the crossing guards?

A: This information is not readily available to the CITY. However, current payrates must be in accordance with the State of Florida requirements.

13. Q: For the Proposal Security, can firms send the \$5,000 via wire transfer or company check?

A: The Proposal security in the form of a proposal bond acceptable to the CITY or a cashier's check made payable to the "City of Weston" in the amount of \$5,000.00 will be required.

ATTACHMENTS:

1. Mandatory Virtual Pre-Proposal Conference Attendance Log

END OF ADDENDUM NO. 1

All other information remains as originally described in the solicitation.

MANDATORY VIRTUAL PRE-PROPOSAL CONFERENCE
RFP No. 2023-02 for School Crossing Guard Services
Date: March 27, 2023 at 2:30 p.m.
Attendance Log

	First Name	Last Name	Company	Email Address
1	Gladys	Alonso	Adecco USA	gladys.alonso@adeccona.com
2	David	Mecuker	All City Management, Inc.	david@thecrossingguardcompay.com
3	Buffy	Butler	Nextaff	bbutler@nextaff.com
4	Corey	Michaels	Adecco USA	corey.michaels@adeccona.com
5	Samantha	Raynovich	Adecco USA	samantha.raynovich@adeccona.com
6	Kourtney	Cooper	Adecco USA	kourtney.cooper@adeccona.com
7	Sharon	Cook	Waterfield Florida Staffing	scook@staffingconnect.com