



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

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National Purchasing Institute**

Felicia Strong-Whitaker, Director



September 19, 2013

Re: 13ITB89684YB-TR, Armed and unarmed Security Services

Dear Bidders:

Attached is one (1) copy of Addendum 4, hereby made a part of the above referenced Bid (ITB).

Except as provided herein, all terms and conditions in the Bid referenced above remain unchanged and in full force and effect.

Sincerely,

Terrence Reese

Terrence Reese
Assistant Purchasing Agent

**13ITB89684YB-TR, Armed and unarmed Security Services
Addendum No. 4
Page Two**

This Addendum forms a part of the contract documents and **modifies** the original ITB documents as noted below:

The following questions were posed of the aforementioned ITB project:

QUESTION 1: Please clarify the amount (hours) of non-billable training (OJT and facility) required of each newly assigned security officer prior to being placed in a billed position. Are the figures quoted totaling 60 hours for both, or is the 20 hours of facility training incorporated into the 40 hours of OJT?

ANSWER 1: Facility and OJT are separate and distinct training requirements, equaling 60 hours.

QUESTION 2: Is the in-service training conducted while an officer is working in a billable position on post?

ANSWER 2: The contractor has the responsibility for providing in service training when the officer IS NOT actively working a post. The contractor defrays the cost for ALL training.

QUESTION 3: Is there a mandatory minimum that the successful bidder must pay their employees?

ANSWER 3: Yes

QUESTION 4: If so, what are those wages?

ANSWER 4: Account Manager - \$13.00/hour
Security Supervisor (unarmed) – \$11.50/hour
Security Officer (unarmed) – \$9.00/hour
Security Officer (armed) – \$11.00/hour

QUESTION 5: Will the successful bidder be able to utilize some of the officers that are currently working for the incumbent vendor?

ANSWER 5: Yes, keeping in mind that Fulton County Police Department retains the right to disapprove any employee.

QUESTION 6: If so, will the successful bidder be allowed access to their training records?

ANSWER 6: If contractor utilizes an incumbent employee, the contractor must ensure the incumbent employee satisfies all training and other prerequisites, as if a new employee, prior to the employee beginning work on the contract.

AMENDMENT:

Please be advised that in the aforementioned ITB document under **(Section 7 Scope of Work, sub-section 3: Hiring requirements, pg. 5 of 23)** Driver's License, it states the following:

CURRENT LANGUAGE:

Driver's License: Contractor must ensure all employees assigned to Fulton County shall be the holder of a valid Class C driver's license, which shall be in their possession throughout the term of this Contract. A copy of this license shall be kept in the employee's file on site at Fulton County.

THE REVISED LANGUAGE WILL READ AS FOLLOWS:

Driver's License: Contractor must ensure all employees assigned to Fulton County who operate a vehicle during the course of their duties shall hold a valid Georgia Class C driver's license, which shall be in their possession throughout the term of this contract. A copy of this license shall be kept in the employee's file on site at Fulton County.

ACKNOWLEDGEMENT OF ADDENDUM No. 4

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the bid package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the bid due date and time **Tuesday, October 1, 2013 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 4, _____ day of _____, 2013.

Legal Name of Bidder

Signature of Authorized Representative

Title