

**CONTRACT
COPY**

Solicitation 195-10237

Armored Car Services



CITY OF FORT LAUDERDALE

City of Fort Lauderdale

Bid 195-10237 Armored Car Services

Bid Number **195-10237**
Bid Title **Armored Car Services**

Bid Start Date **Mar 7, 2009 9:22:49 AM EST**
Bid End Date **Apr 2, 2009 2:00:00 PM EDT**
Question &
Answer End **Mar 23, 2009 12:00:00 PM EDT**
Date

Bid Contact **Michael F Walker**
Procurement & Contracts Manager
Procurement
954-828-5677
mwalker@fortlauderdale.gov

Changes made on Mar 10, 2009 10:48:04 AM EDT

Changes were made to the following items:
Armored Car Services

Description

The City of Fort Lauderdale, Florida (City) is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide Armored Car Services for the City's Treasury Department and other various departments, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

Added on Mar 10, 2009:
Addendum No.1

In Exhibit A - Part 1 - Proposal Pages - Cost Proposal, Items 8 & 9 Optional Services currently state a Unit of Measure (U/M) as Flat Monthly Rate. This should be changed to read Per Pickup - Next Day Services. Please price these two items as per Pick-up not as Flat Monthly Rate.

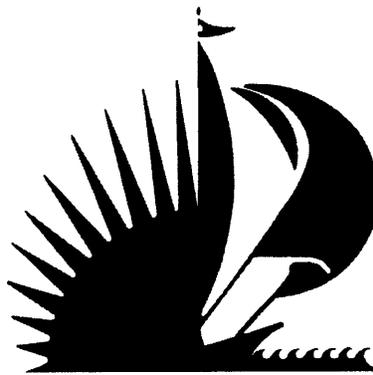
Changes made on Mar 10, 2009 10:48:04 AM EDT

Request for Proposal

195-10237

ARMORED CAR SERVICES

Opens: April 2, 2009
2:00 p.m.



City of Fort Lauderdale

Issued for Finance Department
by the Procurement Services Department

MICHAEL WALKER
(954) 828-5677

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Visit us on the web at www.fortlauderdale.gov/purchasing

(954) 828-5933

PART I - INTRODUCTION/INFORMATION

01. PURPOSE

The City of Fort Lauderdale, Florida (City) is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide Armored Car Services for the City's Treasury Department and other various departments, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

02. INFORMATION OR CLARIFICATION

For information concerning procedures for responding to this RFP, technical specifications, etc., utilize the question / answer feature provided by Bid Sync at www.bidsync.com

Contact for clarification purposes only may be addressed to Michael Walker, Procurement and Contracts Manager at 954-828-5677 or mwalker@fortlauderdale.gov. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum (See addendum section of Bid Sync Site). No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. Questions of a material nature must be received prior to the cut-off date specified in the RFP schedule.

CONTRACTORS PLEASE NOTE: No part of your proposal can be submitted via FAX or e-mail. The entire proposal must be submitted in accordance with the Instructions to proposers contained in this RFP.

03. ELIGIBILITY/QUALIFICATIONS

To be eligible for award of a contract in response to this solicitation the Contractor should demonstrate that they, or the principals assigned to the contract, have successfully completed services, as specified in the Technical Specifications/Scope of Services section of this solicitation, are normally and routinely engaged in performing such services. In addition, the Bidder must have no conflict of interest with regard to any other work performed by the Contractor for the City of Fort Lauderdale.

Contractor should provide the City with credentials supporting their past experience, expertise, including organization, amount of fleet, and labor/manpower, to insure satisfactory execution of the services contained in the RFP. Contractor should provide a list of references with particular emphasis on other governmental agencies, and include clients and past clients within the Tri-County (Miami-Dade, Broward and Palm Beach) area, and the number of years in business providing these services.

04. TRANSACTION FEES:

The City of Fort Lauderdale uses Bid Sync (www.bidsync.com) to distribute bids and proposals. There is no charge to vendors/contractors to register and participate in the

solicitation process, nor will any fees be charged to the awarded vendor. Refer to www.bidsync.com for further information.

05. BID TABULATIONS/INTENT TO AWARD

(Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process requiring City Commission action, may be found at

http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm.

Tabulations of receipt of those parties responding to a formal solicitation may be found at <http://www.fortlauderdale.gov/purchasing/bidresults.htm>, or any interested party may call the Procurement Office at 954-828-5933.

06. SITE VISIT

It will be the sole responsibility of the bidder to inspect the City's location(s) prior to submitting a bid (if applicable). No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Contractor has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required.

PART II - RFP SCHEDULE

Release RFP	03/06/09
Last Date for Receipt of Questions of a Material Nature	03/23/09
Addendum Release (If required)	03/25/09
PROPOSAL DUE (Prior to 2:00 PM)	04/02/09
Evaluation Committee Review and Short Listing of Proposals – if required (Estimated)	04/10/09
City Commission Award of Contract (Estimated)	05/05/09

PART III
City of Fort Lauderdale
GENERAL CONDITIONS

These instructions are standard for all contracts for commodities or services issued through the City of Fort Lauderdale Procurement Services Department. The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in the Invitation to Bid (ITB) Special Conditions, Technical Specifications, Instructions, Proposal Pages, Addenda, and Legal Advertisement. In this general conditions document, Invitation to Bid (ITB) and Request for Proposal (RFP) are interchangeable.

PART I BIDDER PROPOSAL PAGE(S) CONDITIONS:

- 1.01 BIDDER ADDRESS:** The City maintains automated vendor address lists that have been generated for each specific Commodity Class item through our bid issuing service, BidSync. Notices of Invitations to Bid (ITB'S) are sent by e-mail to the selection of bidders who have fully registered with BidSync or faxed (if applicable) to every vendor on those lists, who may then view the bid documents online. Bidders who have been informed of a bid's availability in any other manner are responsible for registering with BidSync in order to view the bid documents. There is no fee for doing so. If you wish bid notifications be provided to another e-mail address or fax, please contact BidSync. If you wish purchase orders sent to a different address, please so indicate in your bid response. If you wish payments sent to a different address, please so indicate on your invoice.
- 1.02 DELIVERY:** Time will be of the essence for any orders placed as a result of this ITB. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.
- 1.03 PAYMENT TERMS AND CASH DISCOUNTS:** Payment terms, unless otherwise stated in this ITB, will be considered to be net 30 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last. Bidder may offer cash discounts for prompt payment but they will not be considered in determination of award. If a Bidder offers a discount, it is understood that the discount time will be computed from the date of satisfactory delivery, at the place of acceptance, and receipt of correct invoice, at the office specified, whichever occurs last.
- 1.04 TOTAL BID DISCOUNT:** If Bidder offers a discount for award of all items listed in the bid, such discount shall be deducted from the total of the firm net unit prices bid and shall be considered in tabulation and award of bid.
- 1.05 BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for a period of ninety (90) days from the date of bid opening unless otherwise stated in the ITB.
- 1.06 VARIANCES:** For purposes of bid evaluation, Bidder's must indicate any variances, no matter how slight, from ITB General Conditions, Special Conditions, Specifications or Addenda in the space provided in the ITB. No variations or exceptions by a Bidder will be considered or deemed a part of the bid submitted unless such variances or exceptions are listed in the bid and referenced in the space provided on the bidder proposal pages. If variances are not stated, or referenced as required, it will be assumed that the product or service fully complies with the City's terms, conditions, and specifications.
- By receiving a bid, City does not necessarily accept any variances contained in the bid. All variances submitted are subject to review and approval by the City. If any bid contains material variances that, in the City's sole opinion, make that bid conditional in nature, the City reserves the right to reject the bid or part of the bid that is declared, by the City as conditional.
- 1.07 NO BIDS:** If you do not intend to bid please indicate the reason, such as insufficient time to respond, do not offer product or service, unable to meet specifications, schedule would not permit, or any other reason, in the space provided in this ITB. Failure to bid or return no bid comments prior to the bid due and opening date and time, indicated in this ITB, may result in your firm being deleted from our Bidder's registration list for the Commodity Class Item requested in this ITB.

- 1.08 MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS DEFINITIONS:** The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least 51 percent of which is owned by minority group members or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least 51 percent of which is owned by females or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than \$1,000,000 in annual gross receipts.

BLACK, which includes persons having origins in any of the Black racial groups of Africa.

WHITE, which includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.

HISPANIC, which includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN, which includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.

ASIAN AMERICAN, which includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

1.09 MINORITY-WOMEN BUSINESS ENTERPRISE PARTICIPATION

It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the City does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms. Proposers are requested to include in their proposals a narrative describing their past accomplishments and intended actions in this area. If proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties have to be identified in the proposal. If a proposer is considered for award, he or she will be asked to meet with City staff so that the intended MBE/WBE participation can be formalized and included in the subsequent contract.

Part II DEFINITIONS/ORDER OF PRECEDENCE:

- 2.01 BIDDING DEFINITIONS** The City will use the following definitions in its general conditions, special conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process:

INVITATION TO BID (ITB) when the City is requesting bids from qualified Bidders.

REQUEST FOR PROPOSALS (RFP) when the City is requesting proposals from qualified Proposers.

BID – a price and terms quote received in response to an ITB.

PROPOSAL – a proposal received in response to an RFP.

BIDDER – Person or firm submitting a Bid.

PROPOSER – Person or firm submitting a Proposal.

RESPONSIVE BIDDER – A person whose bid conforms in all material respects to the terms and conditions included in the ITB.

RESPONSIBLE BIDDER – A person who has the capability in all respects to perform in full the contract requirements, as stated in the ITB, and the integrity and reliability that will assure good faith performance.

Form G-107 Rev. 11/08

FIRST RANKED PROPOSER – That Proposer, responding to a City RFP, whose Proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.

SELLER – Successful Bidder or Proposer who is awarded a Purchase Order or Contract to provide goods or services to the City.

CONTRACTOR – Successful Bidder or Proposer who is awarded a Purchase Order, award Contract, Blanket Purchase Order agreement, or Term Contract to provide goods or services to the City.

CONTRACT – A deliberate verbal or written agreement between two or more competent parties to perform or not to perform a certain act or acts, including all types of agreements, regardless of what they may be called, for the procurement or disposal of equipment, materials, supplies, services or construction.

CONSULTANT – Successful Bidder or Proposer who is awarded a contract to provide professional services to the City.

The following terms may be used interchangeably by the City: ITB and/or RFP; Bid or Proposal; Bidder, Proposer, or Seller; Contractor or Consultant; Contract, Award, Agreement or Purchase Order.

- 2.02 SPECIAL CONDITIONS:** Any and all Special Conditions contained in this ITB that may be in variance or conflict with these General Conditions shall have precedence over these General Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Conditions shall prevail in their entirety,

PART III BIDDING AND AWARD PROCEDURES:

- 3.01 SUBMISSION AND RECEIPT OF BIDS:** To receive consideration, bids must be received prior to the bid opening date and time. Unless otherwise specified, Bidder's should use the proposal forms provided by the City. These forms may be duplicated, but failure to use the forms may cause the bid to be rejected. Any erasures or corrections on the bid must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten or filled in with pen and ink. Bids shall be signed in ink. Separate bids must be submitted for each ITB issued by the City in separate sealed envelopes properly marked. When a particular ITB or RFP requires multiple copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Only send bids via facsimile transmission (FAX) if the ITB specifically states that bids sent via FAX will be considered. If such a statement is not included in the ITB, bids sent via FAX will be rejected. Bids will be publicly opened in the Procurement Office, or other designated area, in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings. Bids will be tabulated and made available for review by Bidder's and the public in accordance with applicable regulations.
- 3.02 MODEL NUMBER CORRECTIONS:** If the model number for the make specified in this ITB is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bidder proposal page. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.
- 3.03 PRICES QUOTED:** Deduct trade discounts, and quote firm net prices. Give both unit price and extended total. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.
- 3.04 TAXES:** The City of Fort Lauderdale is exempt from Federal Excise and Florida Sales taxes on direct purchase of tangible property. Exemption number for Federal Excise taxes is 59-74-0111K, and State Sales tax exemption number is 85-8013875578C-1.
- 3.05 WARRANTIES OF USAGE:** Any quantities listed in this ITB as estimated or projected are provided for tabulation and information purposes only. No warranty or guarantee of quantities is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.
- 3.06 APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of APPROVED EQUAL, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the City. In such cases, the City will be receptive to any unit that would be considered by qualified City personnel as an approved equal. In that the specified make and model

represent a level of quality and features desired by the City, the Bidder must state clearly in the bid any variance from those specifications. It is the Bidder's responsibility to provide adequate information, in the bid, to enable the City to ensure that the bid meets the required criteria. If adequate information is not submitted with the bid, it may be rejected. The City will be the sole judge in determining if the item bid qualifies as an approved equal.

- 3.07 MINIMUM AND MANDATORY TECHNICAL SPECIFICATIONS:** The technical specifications may include items that are considered minimum, mandatory, or required. If any Bidder is unable to meet or exceed these items, and feels that the technical specifications are overly restrictive, the bidder must notify the Procurement Services Department immediately. Such notification must be received by the Procurement Services Department prior to the deadline contained in the ITB, for questions of a material nature, or prior to five (5) days before bid due and open date, whichever occurs first. If no such notification is received prior to that deadline, the City will consider the technical specifications to be acceptable to all bidders.
- 3.08 MISTAKES:** Bidders are cautioned to examine all terms, conditions, specifications, drawings, exhibits, addenda, delivery instructions and special conditions pertaining to the ITB. Failure of the Bidder to examine all pertinent documents shall not entitle the bidder to any relief from the conditions imposed in the contract.
- 3.09 SAMPLES AND DEMONSTRATIONS:** Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in Special Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.
- 3.10 LIFE CYCLE COSTING:** If so specified in the ITB, the City may elect to evaluate equipment proposed on the basis of total cost of ownership. In using Life Cycle Costing, factors such as the following may be considered: estimated useful life, maintenance costs, cost of supplies, labor intensity, energy usage, environmental impact, and residual value. The City reserves the right to use those or other applicable criteria, in its sole opinion that will most accurately estimate total cost of use and ownership.
- 3.11 BIDDING ITEMS WITH RECYCLED CONTENT:** In addressing environmental concerns, the City of Fort Lauderdale encourages Bidders to submit bids or alternate bids containing items with recycled content. When submitting bids containing items with recycled content, Bidder shall provide documentation adequate for the City to verify the recycled content. The City prefers packaging consisting of materials that are degradable or able to be recycled. When specifically stated in the ITB, the City may give preference to bids containing items manufactured with recycled material or packaging that is able to be recycled.
- 3.12 USE OF OTHER GOVERNMENTAL CONTRACTS:** The City reserves the right to reject any part or all of any bids received and utilize other available governmental contracts, if such action is in its best interest.
- 3.13 QUALIFICATIONS/INSPECTION:** Bids will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Procurement Director reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.
- 3.14 BID SURETY:** If Special Conditions require a bid security, it shall be submitted in the amount stated. A bid security can be in the form of a bid bond, postal money order, cashier's check, or irrevocable letter of credit. Bid security will be returned to the unsuccessful bidders as soon as practicable after opening of bids. Bid security will be returned to the successful bidder after acceptance of the performance bond or irrevocable letter of credit, if required; acceptance of insurance coverage, if required; and full execution of contract documents, if required; or conditions as stated in Special Conditions.
- 3.15 PUBLIC RECORDS:** Florida law provides that municipal records shall at all times be open for personal inspection by any person. Section 119.01, F.S., the Public Records Law. Information and materials received by City in connection with an ITB response shall be deemed to be public records subject to public inspection upon

award, recommendation for award, or 10 days after bid opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in Section 119.07, F.S. If the Proposer believes any of the information contained in his or her response is exempt from the Public Records Law, then the Proposer, must in his or her response, specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. The City's determination of whether an exemption applies shall be final, and the Proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records.

- 3.16 PROHIBITION OF INTEREST:** No contract will be awarded to a bidding firm who has City elected officials, officers or employees affiliated with it, unless the bidding firm has fully complied with current Florida State Statutes and City Ordinances relating to this issue. Bidders must disclose any such affiliation. Failure to disclose any such affiliation will result in disqualification of the Bidder and removal of the Bidder from the City's bidder lists and prohibition from engaging in any business with the City.
- 3.17 RESERVATIONS FOR AWARD AND REJECTION OF BIDS:** The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

If the ITB provides for a contract trial period, the City reserves the right, in the event the selected bidder does not perform satisfactorily, to award a trial period to the next ranked bidder or to award a contract to the next ranked bidder, if that bidder has successfully provided services to the City in the past. This procedure to continue until a bidder is selected or the contract is re-bid, at the sole option of the City.

- 3.18 LEGAL REQUIREMENTS:** Applicable provisions of all federal, state, county laws, and local ordinances, rules and regulations, shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.

PART IV BONDS AND INSURANCE

- 4.01 PERFORMANCE BOND/IRREVOCABLE LETTER OF CREDIT:** If a performance bond or irrevocable letter of credit is required in Special Conditions, the Contractor shall within fifteen (15) working days after notification of award, furnish to the City a Performance Bond or an Unconditional Irrevocable Letter of Credit payable to the City of Fort Lauderdale, Florida, in the face amount specified in Special Conditions as surety for faithful performance under the terms and conditions of the contract. If the bond is on an annual coverage basis, renewal for each succeeding year shall be submitted to the City thirty (30) days prior to the termination date of the existing Performance Bond. The Performance Bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida and having a resident agent. If a Letter of Credit is chosen, it must be in a form acceptable to the City, drawn on a local (Broward, Dade or Palm Beach Counties) bank acceptable to the City and issued in favor of the City of Fort Lauderdale, Florida. If a Bidder wishes to use a non-local bank, he must have prior City approval of the requirements to draw against the Letter of Credit.

Acknowledgement and agreement is given by both parties that the amount herein set for the Performance Bond or Irrevocable Letter of Credit is not intended to be nor shall be deemed to be in the nature of liquidated damages nor is it intended to limit the liability of the Contractor to the City in the event of a material breach of this Agreement by the Contractor.

- 4.02 INSURANCE:** If the Contractor is required to go on to City property to perform work or services as a result of ITB award, the Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Procurement Services Department original certificates of coverage and receive notification of approval of those certificates by the City's Risk Manager prior to engaging in any activities under this contract. The Contractor's insurance is subject to the approval of the City's Risk Manager. The certificates must list the City as an ADDITIONAL INSURED and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

PART V PURCHASE ORDER AND CONTRACT TERMS:

- 5.01 COMPLIANCE TO SPECIFICATIONS, LATE DELIVERIES/PENALTIES:** Items offered may be tested for compliance to bid specifications. Items delivered which do not conform to bid specifications may be rejected and returned at Contractor's expense. Any violation resulting in contract termination for cause or delivery of items not conforming to specifications, or late delivery may also result in:
- Bidders name being removed from the City's bidder's mailing list for a specified period and Bidder will not be recommended for any award during that period.
 - All City Departments being advised to refrain from doing business with the Bidder.
 - All other remedies in law or equity.
- 5.02 ACCEPTANCE, CONDITION, AND PACKAGING:** The material delivered in response to ITB award shall remain the property of the Seller until a physical inspection is made and the material accepted to the satisfaction of the City. The material must comply fully with the terms of the ITB, be of the required quality, new, and the latest model. All containers shall be suitable for storage and shipment by common carrier, and all prices shall include standard commercial packaging. The City will not accept substitutes of any kind. Any substitutes or material not meeting specifications will be returned at the Bidder's expense. Payment will be made only after City receipt and acceptance of materials or services.
- 5.03 SAFETY STANDARDS:** All manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupation Safety and Health Act of 1970 as amended, and be in compliance with Chapter 442, Florida Statutes. Any toxic substance listed in Section 38F-41.03 of the Florida Administrative Code delivered as a result of this order must be accompanied by a completed Material Safety Data Sheet (MSDS).
- 5.04 ASBESTOS STATEMENT:** All material supplied must be 100% asbestos free. Bidder, by virtue of bidding, certifies that if awarded any portion of the ITB the bidder will supply only material or equipment that is 100% asbestos free.
- 5.05 OTHER GOVERNMENTAL ENTITIES:** If the Bidder is awarded a contract as a result of this ITB, the bidder will, if the bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the ITB and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.
- 5.06 VERBAL INSTRUCTIONS PROCEDURE:** No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any City employee. Only those communications which are in writing from an authorized City representative may be considered. Only written communications from Contractors, which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.

- 5.07 INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor under this Agreement. Personal services provided by the Proposer shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in this ITB, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.
- 5.08 INDEMNITY/HOLD HARMLESS AGREEMENT:** The Contractor agrees to protect, defend, indemnify, and hold harmless the City of Fort Lauderdale and its officers, employees and agents from and against any and all losses, penalties, damages, settlements, claims, costs, charges for other expenses, or liabilities of every and any kind including attorneys fees, in connection with or arising directly or indirectly out of the work agreed to or performed by Contractor under the terms of any agreement that may arise due to the bidding process. Without limiting the foregoing, any and all such claims, suits, or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged violations of any applicable Statute, ordinance, administrative order, rule or regulation, or decree of any court shall be included in the indemnity hereunder.
- 5.09 TERMINATION FOR CAUSE:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.
- 5.10 TERMINATION FOR CONVENIENCE:** The City reserves the right, in its best interest as determined by the City, to cancel contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.
- 5.11 CANCELLATION FOR UNAPPROPRIATED FUNDS:** The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.
- 5.12 RECORDS/AUDIT:** The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Internal Auditor. The Contractor agrees to make available to the City's Internal Auditor, during normal business hours and in Broward, Miami-Dade or Palm Beach Counties, all books of account, reports and records relating to this contract for the duration of the contract and retain them for a minimum period of three (3) years beyond the last day of the contract term.
- 5.13 PERMITS, TAXES, LICENSES:** The successful Contractor shall, at their own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.
- 5.14 LAWS/ORDINANCES:** The Contractor shall observe and comply with all Federal, state, local and municipal laws, ordinances rules and regulations that would apply to this contract.
- 5.15 NON-DISCRIMINATION:** There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations conducted under this contract.
- 5.16 UNUSUAL CIRCUMSTANCES:** If during a contract term where costs to the City are to remain firm or adjustments are restricted by a percentage or CPI cap, unusual circumstances that could not have been foreseen by either party of the contract occur, and those circumstances significantly affect the Contractor's cost in providing

the required prior items or services, then the Contractor may request adjustments to the costs to the City to reflect the changed circumstances. The circumstances must be beyond the control of the Contractor, and the requested adjustments must be fully documented. The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the City will reserve the following options:

1. The contract can be canceled by the City upon giving thirty (30) days written notice to the Contractor with no penalty to the City or Contractor. The Contractor shall fill all City requirements submitted to the Contractor until the termination date contained in the notice.
2. The City requires the Contractor to continue to provide the items and services at the firm fixed (non-adjusted) cost until the termination of the contract term then in effect.
3. If the City, in its interest and in its sole opinion, determines that the Contractor in a capricious manner attempted to use this section of the contract to relieve themselves of a legitimate obligation under the contract, and no unusual circumstances had occurred, the City reserves the right to take any and all action under law or equity. Such action shall include, but not be limited to, declaring the Contractor in default and disqualifying him for receiving any business from the City for a stated period of time.

If the City does agree to adjusted costs, these adjusted costs shall not be invoiced to the City until the Contractor receives notice in writing signed by a person authorized to bind the City in such matters.

- 5.17 ELIGIBILITY:** If applicable, the Contractor must first register with the Department of State of the State of Florida, in accordance with Florida State Statutes, prior to entering into a contract with the City.
- 5.18 PATENTS AND ROYALTIES:** The Contractor, without exception, shall indemnify and save harmless the City and its employees from liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or un-patented invention, process, or article manufactured or used in the performance of the contract, including its use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.
- 5.19 ASSIGNMENT:** Contractor shall not transfer or assign the performance required by this ITB without the prior written consent of the City. Any award issued pursuant to this ITB, and the monies, which may become due hereunder, are not assignable except with the prior written approval of the City Commission or the City Manager or City Manager's designee, depending on original award approval.
- 5.20 LITIGATION VENUE:** The parties waive the privilege of venue and agree that all litigation between them in the state courts shall take place in Broward County, Florida and that all litigation between them in the federal courts shall take place in the Southern District in and for the State of Florida.

PART IV - SPECIAL CONDITIONS

01. GENERAL CONDITIONS

RFP General Conditions Form G-107 Rev. 11/08 (GC) are included and made a part of this RFP.

02. VARIANCES

While the City allows Contractors to take variances to the RFP terms, conditions, and specifications, the number and extent of variances taken will be considered in determining proposal responsiveness and in allocating proposal evaluation points. See Section 1.06 of GC.

03. NEWS RELEASES/PUBLICITY

News releases, publicity releases, or advertisements relating to this contract or the tasks or projects associated with the project shall not be made without prior City approval.

04. RFP DOCUMENTS

The Contractor shall examine this RFP carefully. Ignorance of the requirements will not relieve the Contractor from liability and obligations under the Contract.

05. PROPOSERS' COSTS

The City shall not be liable for any costs incurred by proposers in responding to this RFP.

06. RULES AND PROPOSALS

The signer of the proposal must declare that the only person(s), company or parties interested in the proposal as principals are named therein; that the proposal is made without collusion with any other person(s), company or parties submitting a proposal; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the proposal has full authority to bind the principal proposer.

07. APPROVED EQUAL OR ALTERNATE PRODUCT PROPOSALS

The Technical Specifications contained in this RFP are to be used as a reference only and are not to be considered of a proprietary nature. These specifications represent a level of quality and features that are desired by the City of Fort Lauderdale. The City is receptive to any product that would be considered by qualified City personnel as an approved equal.

The proposer must state clearly in his proposal pages any variance to the specifications. If proposing an approved equal or alternate product, it will be the proposer's responsibility to provide adequate information in his proposal to enable the City to ensure that the proposal meets the required criteria. If adequate information is not submitted with the proposal, it may be rejected.

The City of Fort Lauderdale will be the sole judge in determining if the product proposed

qualifies as approved equal. The City reserves the right to award to that proposal which will best serve the interest of the City as determined by the City. The City further reserves the right to waive minor variations to specifications and in the bidding process.

08. CONTRACT PERIOD

The initial contract term shall commence upon date of award by the City or 07/01/09, whichever is later, and shall expire three (3) years from that date. The City reserves the right to extend the contract for three additional one (1) year terms providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the Director of Procurement Services. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.

09. SERVICE TEST PERIOD

If the Contractor has not previously performed the services to the city, the City reserves the right to require a test period to determine if the Contractor can perform in accordance with the requirements of the contract, and to the City's satisfaction. Such test period can be from thirty to ninety days, and will be conducted under all specifications, terms and conditions contained in the contract.

A performance evaluation will be conducted prior to the end of the test period and that evaluation will be the basis for the City's decision to continue with the Contractor or to select another Contractor (if applicable).

10. PRICING

All pricing should be identified on Exhibit A - Part 1 – Proposal Pages - Cost Proposal. No additional costs may be accepted, other than the costs stated on the Proposal pages.

Contractor must quote **firm, fixed**, rates for all pickups, and deliveries, bags, canisters, and change pickups as stated in this RFP and cost proposal page (EXHIBIT A), to the City's designated bank locations. Contractor should fill in all appropriate pricing spaces, unit prices and extensions. If an item is a "No Cost", please state "No Cost" or 0.00. Pricing for future years will be adjusted only according to the terms of Section 12 below. **(No Fuel charges/adjustments will be paid to the Contractor, in this RFP).**

11. INVOICES/PAYMENT

The City will accept invoices no more frequently than once per month. Each invoice shall fully detail the related costs and shall specify the status of the particular task or project as of the date of the invoice as regards the accepted schedule for that task or project. Invoices should be issued separately to each Department with reference to their Purchase order number (i.e. Parking, Treasury, Park & Recreation etc..)

Payment will be made within thirty days after receipt of an invoice acceptable to the City, in accordance to Florida Statute, Florida Prompt payment Act. If, at any time during the contract, the City shall not approve or accept the Contractor's work product, and agreement cannot be reached between the City and the Contractor to resolve the problem to the City's satisfaction, the City shall negotiate with the Contractor on a payment for the work completed and usable to the City. This negotiated payment shall be based on the overall task or project breakdown, relative to the projected number of hours for each task element, and the percentage of work completed.

12. COST ADJUSTMENTS

Prices quoted shall be firm for the initial contract term (three years). No cost increases shall be accepted in this initial contract term. Please consider this when providing your pricing for this request for proposal.

Thereafter, any extensions which may be approved by the City shall be subject to the following: Costs for any extension terms shall be subject to an adjustment only if increases or decreases occur in the industry. Such adjustment shall be based on the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics, U.S. Dep't. of Labor, and shall not exceed five percent (5%).

The yearly increase or decrease in the CPI shall be that latest Index published and available for the calendar year ending 12/31, prior to the end of the contract year then in effect, as compared to the index for the comparable month, one-year prior.

Any requested adjustment shall be fully documented and submitted to the City at least ninety (90) days prior to the contract anniversary date. Any approved cost adjustments shall become effective on the beginning date of the approved contract extension.

The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, or considered to be excessive, or if decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the Contract will be considered cancelled on the scheduled expiration date.

13. CONTRACT COORDINATOR

The City may designate a Contract Coordinator whose principal duties shall be :

- Liaison with Contractor.
- Coordinate and approve all work under the contract.
- Resolve any disputes.
- Assure consistency and quality of Contractor's performance.
- Schedule and conduct Contractor performance evaluations and document findings.
- Review and approve for payment all invoices for work performed or items delivered.

14. NO EXCLUSIVE CONTRACT/ADDITIONAL SERVICES

Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services at its sole option.

While this contract is for services provided to the City's Treasury, Parks, Parking and Building Code Services Departments, the City may require similar work for other City departments. Contractor agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the Contractor.

15. DELETION OR MODIFICATION OF SERVICES

The City reserves the right to delete any portion of this Contract at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished on the portion of the Contract to be deleted, the Contractor shall be paid for the deleted portion on the basis of the estimated percentage of completion of such portion.

If the Contractor and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Contractor will submit a revised budget to the City for approval prior to proceeding with the work.

16. ADDITIONAL ITEMS

The City may require additional items of a similar nature, but not specifically listed in the contract. The Contractor agrees to provide such items, and shall provide the City prices on such additional items based upon a formula or method which is the same or similar to that used in establishing the prices in his proposal. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items from other vendors, or to cancel the contract upon giving the Contractor thirty (30) days written notice.

17. WARRANTIES OF USAGE

Any estimated quantities listed are for information and tabulation purposes only. No warranty or guarantee of quantities needed is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.

18. SUBSTITUTION OF PERSONNEL

It is the intention of the City that the Contractor's personnel proposed for the contract will be available for the initial contract term. In the event the Contractor wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the

right to cancel the Contract for cause. See Section 5.09 General Conditions.

19. INDEPENDENT CONTRACTOR

The Contractor is an independent contractor under this Agreement. Personal services provided by the Contractor shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personal policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Contract shall be those of the Contractor.

20. INSURANCE

The contractor shall furnish proof of Worker's Compensation Insurance, General Liability Insurance and Comprehensive Automobile Liability Insurance. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The City is to be added as an "additional insured" with relation to General Liability Insurance. Any costs for adding the City as "additional insured" will be at the contractor's expense.

Worker's Compensation and Employer's Liability Insurance

Limits: Worker's Compensation – Per Florida Statute 440
Employer's Liability - \$500,000

Any firm performing work on behalf of the City of Fort Lauderdale must provide Worker's Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Statute. For additional information contact the Department of Financial Services, Worker's Compensation Division at (850) 413-1601 or on the web at www.fldfs.com.

Commercial General Liability Insurance

Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage \$2,000,000.

This coverage must include:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for hazards commonly referred to as "explosion, collapse and underground", exclusions – on construction contracts only.

Automobile Liability Insurance (In the minimum amount of two million dollars, \$2,000,000 each occurrence.

Covering all owned, hired and non-owned automobile equipment.

Combined Single Limit: \$2,000,000 (Bodily Injury and property Damage Combined)

Liability insurance to cover damage to, or loss of articles transported: including banknotes, bonds, coupons, stock certificates, gold, silver, platinum and other precious metals, jewelry, precious and semi-precious stones, securities, checks and coin, and other valuable documents, from any cause whatsoever in transit or otherwise, including any act of omission of the Contractor, or any of its employees, or anyone on its service. Contractor's insurance coverage for the items insured hereunder to be in the minimum amount of five million dollars (\$5,000,000) each occurrence.

Coverage also will apply as primary and is not to affect any insurance, which the certificate holder may carry in its own name.

The Contractor shall provide to the Procurement Services Division, original certificates of such coverage prior to engaging in any activities under this contract. No work can be started until the certificate is submitted and approved by the City's Risk Manager. Such certificates should have no less than thirty (30) days notice of cancellation.

A copy of **ANY** current Certificate of Insurance should be included with your proposal.

In the event that you are the successful bidder, you will be required to provide a certificate naming the City as an "additional insured" for General Liability and an "interested party" for Automobile Insurance coverage's.

Certificate holder should be addressed as follows:

City of Fort Lauderdale
Procurement Services Department
100 N. Andrews Avenue, Room 619
Ft. Lauderdale, FL 33301

21 SUBCONTRACTORS

Contractor shall ensure that all Contractors' subcontractors perform in accordance with the terms and conditions of this Contract. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend, counsel being subject to the City's approval or disapproval, and indemnify and hold harmless the City and the City's officers, employees, and agents from and against any claim, lawsuit, third-party action, or judgment, including any award of attorney fees and any award of costs, by or in favor of any Contractor's subcontractors for payment for work performed for the City.

22. INSURANCE – SUBCONTRACTORS

Contractor shall require all of its subcontractors to provide the aforementioned coverage as well as any other coverage that the contractor may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors will be the sole responsibility of the contractor.

23. UNCONTROLLABLE CIRCUMSTANCES ("Force Majeure")

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

- A. the non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
- B. the excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;
- C. no obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and
- D. the non performing party uses its best efforts to remedy its inability to perform.

Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

24. AUDIT

The City reserves the right for its internal auditor or appropriate representative to review ONLY those records pertaining to any contract awarded as a result of these documents and determine if the terms, conditions and specifications of the contract are being followed and if prices charged comply with the contract. The Contractor should retain these records for three (3) three years following the contract expiration or termination.

25. PUBLIC ENTITY CRIMES

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

26. INDEMNITY/HOLD HARMLESS

The Contractor agrees to protect, defend, indemnify and hold harmless the City of Fort Lauderdale and its officers, employees and agents from and against any and all losses, penalties, damages, settlements, claims, costs, charges for other expenses, or liabilities of every and any kind including attorney fees, in connection with or arising directly or indirectly out of the work agreed to or performed by Contractor under the terms of any agreement that may arise due to this bidding process. Without limiting the foregoing, any and all such claims, suits, or other defects in materials or workmanship, actual or alleged violations of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder.

27. LOBBYING ACTIVITIES

ALL BIDDERS/PROPOSERS PLEASE NOTE: Any bidder or proposer submitting a response to this solicitation must comply, if applicable, with City of Fort Lauderdale Ordinance No. C-00-27, Lobbying Activities. Copies of Ordinance No. C-00-27 may be obtained from the City Clerk's Office on the 7th Floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, Florida. The ordinance may also be viewed on the City's website at <http://www.fortlauderdale.gov/documents/lobbyistDocs/lobbyistord1009.pdf>.

28. BID TABULATIONS/INTENT TO AWARD

(Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process, requiring City Commission action, may be found at http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm. Tabulations of receipt of those parties responding to a formal solicitation may be found at <http://www.fortlauderdale.gov/purchasing/bidresults.htm>, or any interested party may call the Procurement Office at 954-828-5933.

PART V - TECHNICAL SPECIFICATIONS/SCOPE OF SERVICES

- A. General Information/Intent:** The City desires to establish a single contract for all its armored car service requirements. At this time, all deposits and deliveries currently are made to and from Wachovia Bank Miami Money Center, 1801 NW 79 Avenue, Miami, FL 33122. Bidders should note that although this is the current bank location, it may change following any future rebids and award of our banking services contract. (See C. 7.)

FOR LOCATIONS WHICH PROVIDE A NARROW PICKUP TIMEFRAME, THE TIMES SHOWN ARE BECAUSE OF OPERATIONAL NECESSITY AND CONTRACTOR MUST BE ABLE TO PROVIDE PICKUPS DURING THESE TIMES TO PREVENT CASH FROM BEING STORED OVERNIGHT AT THESE LOCATIONS.

- B. Service Locations:**
Daily, - 360 Days/Year (Excluding Thanksgiving and Christmas and certain holidays. (Schedule to be provided): See Section C. 2. for a list of City Holidays.

1. **Performing Arts Center Garage** – 101 SW 5th Avenue, Ft. – This location has a varied schedule, based on performances at the Performing Arts Center. A typical pick-up schedule would be:
 - a. Performance: Pickups Wednesday – Sunday evenings, 9:00pm – 11:00pm, September through April. Non-Performance days: Pickups Mondays and Tuesdays from 3:00pm – 5:00pm, plus days when no performances are scheduled.
 - b. Daily pickups Monday - Sunday, May – August, 3:00pm – 5:00pm.

NOTE: The Performing Arts Center provides a schedule one month in advance and the Contractor would need to adjust accordingly. If no evening performance is scheduled, then the “daily” pickup would be required. If there were a performance scheduled, only the “Performance” pickup would be required. At no time would we require two pickups on the same day.

This location utilizes a 'drop box' for collection and aggregation of collections. Contractor shall be provided a key for the safe which, in combination with the City's lot attendant use of his/her key, will open the safe for access to 'dropped' envelopes. The number of envelopes shall be agreed upon and then transferred to sealable bank deposit bags for transportation to the City's designated depository. A normal pickup consists of approximately 5 deposit bags containing cash and coins.

Monday through Friday: Excludes City Holidays* - 251 Days/Year

2. **City Hall, 100 N. Andrews Avenue, 1st Floor Treasury** -
 Desired Pickup time 2:00 - 4:00 (NOT Later than 4:30 pm.) A normal pickup consists of approximately 12 to 18 deposit bags containing cash and checks.
3. **City Hall, 100 N. Andrews Avenue, Drive Thru** -
 Desired Pickup time 2:00 - 4:00 (NOT Later than 4:30 pm.) A normal pickup consists of approximately 3 bags containing cash and checks.

4. **Parking Administration, 290 N.E. 3rd Avenue -**
Desired Pickup time 3:30 - 4:30 (NOT BEFORE 3:30 pm AND NOT LATER THAN 4:30 pm.) A normal pickup consists of approximately 20 to 30 sealed deposit bags containing cash, coins, and checks. Each currency type is bagged separately. On rare occasions, locked coin canisters (approximately 10-15) will be transported to the back for counting if mechanical failure prevents the department from counting the coins for regular deposits.

Note: The coin canisters, weighing approximately 25-50 pounds each, picked up from this location shall be delivered to the designated city depository. Only the depository will have keys to the canister padlocks. The empty canisters must then be picked up from the depository by the Contractor the following business day and returned to Parking Administration (3 business day turnaround). **Special care must be taken to ensure that the canisters are handled properly and not subjected to improper care or abuse.** Should the City find that the Contractor has abused the canisters, a claim will be made for repairs or replacement, at the contractor's expense.

Proposal should include separate pricing for pick up, and transport and return of coin canisters.

5. **Marine Facilities, 2 South New River Drive East –**
Desired Pickup time 1:00 pm – 4:00 pm. A normal pickup consists of one deposit bag containing cash, checks and coins.
6. **Building Services Center, 700 NW 19th Avenue –**
Desired Pickup time 11:00 am – 12:00 noon. (NOT Later than 12:00 noon.) A normal pickup consists of two deposit bags containing cash, coins and checks.
7. **Parks and Recreation Administration Office, 1350 W. Broward Blvd., Fort Lauderdale.**
Desired Pickup time 1:00 pm am – 2:00 pm. (NOT later than 2:30pm). A normal pickup consists of approximately 2 bags containing cash, coins and checks.

In order to determine the cost effectiveness of adding additional locations, we are soliciting quotes on the following locations on an as needed basis:

8. **War Memorial Auditorium, 800 NE 8th Street, Fort Lauderdale.**
Desired Pickup time 10:00 am – 12:00 noon. (NOT later than 12:00 noon.) A normal pickup consists of approximately 6 to 8 deposit bags containing cash, coins and checks.
9. **Fort Lauderdale Aquatic Complex, 501 Seabreeze Boulevard, Fort Lauderdale.**
Desired Pickup time 10:00 am – 12:00 noon. (Not later than 12:00 noon.) A normal pickup consists of approximately 6 to 8 deposit bags containing cash, coins and checks.
10. **Additional Locations -** The City may add to the armored car pickup services during the Contract term. The cost to the City for such additional services shall be based on the same pricing formula used by the Contractor for the specified services and locations, and as agreed to between the Contractor and the City, in accordance with Contract terms and conditions. The City shall provide the Contractor with advance notice of

additional requirements to allow for the proper scheduling of any additional pickup requests. **Contractor shall include in the ITB response, the minimum advance notification required for additional service requests, and the basis for additional pick-up costs.**

C. Specifications:

1. Funds are to be picked up daily from various City locations for delivery to the city's designated depository, to be deposited in accordance with City instructions. The Courier will also be expected to return items to the City from the Vault location. Examples of items to be returned are the Parking Coin Cans, Validated Deposit Slips, Coinage and Currency needed for change and other miscellaneous items.

2. **Days of Service** - Unless otherwise noted, service shall be rendered as previously noted, excluding **City Holidays**:

New Years Day (January 1)
Martin Luther King's Birthday (Third Monday in January)
Memorial Day (Last Monday in May)
Independence Day (July 4)
Labor Day (First Monday in September)
Veterans Day (November 11th)
Thanksgiving Day (Fourth Thursday in November)
Day After Thanksgiving
Christmas Day (December 25th)

In the event that a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. When the holiday falls on a Sunday, the following Monday shall be observed as the holiday. **It should be noted that the City conducts normal business on Presidents Day and Columbus Day. City requires service on these bank holidays, and on any other bank holiday upon which City conducts business.**

3. **Cash Control** - Where applicable, the City's representative and Contractor's guard shall agree upon the number of envelopes to be transported. All envelopes containing cash receipts are placed into City or vendor provided sealable bank deposit bags with a bank deposit slip, and sealed with a locking closure which contains an identification label. The guard shall receipt the number of envelopes and bags to be transported by signing the manifest provided, and transport the deposit to the designated City bank. Guard shall obtain a signed delivery receipt from the Bank and return the receipt to the Contractor. Deposit slips are returned to the City directly from the Bank.
4. **Banking Requirements** - Contractor shall make bank deposits on the same day as the pickup except when the pickups occur on weekends, holidays or other days when the bank's vault is closed. Pickups made by the Contractor on weekends and holidays should be kept in the Contractor's vault, and delivered early morning of the first banking business day following the pickup. A signature should be secured and the deposit processed as required. This is for the protection of both the City of Fort Lauderdale and the Contractor.

5. **Ability to reconstruct deposits** - All money picked up by Contractor is in the form of cash, checks, money orders, credit card slips, etc. **The City only has very limited ability to reconstruct deposits.**
6. **Supplies** - Contractor shall provide each City Location with a sufficient supply of multipart receipt books to be signed by guard at the time of each pickup. Vendor shall also provide a quote on costs of sealable deposit bags.
7. **Designated Depository** - The City is currently transporting its daily collections to the Wachovia Bank Miami Money Center, 1801 NW 79 Avenue, Miami, FL 33122.
8. **Change Deliveries** – Twice a week, Treasury and the Building Services Center, and Parking Administration will generally order approximately \$200.00 of change from the city’s depository. The successful contractor will be required to pick up this change that day from our bank and deliver it to Treasury, 1st Floor Utility Billing, 100 N. Andrews, to the Building Services Center, 700 NW 19th Avenue, and Parking Administration 290 NE 3rd Ave., the following day.

D. Deposit Information:

The following is provided for the Bidders information:

AVERAGE DAILY DEPOSIT INFORMATION

	City Hall	Building Services Center	Parks & Rec.		Parking Administration	PACA Garage	Totals
Avg. Daily Cash:	\$25,000	\$1,000	\$1,000	\$100	\$30,000	\$10,000	\$67,100
Avg. Daily Checks:							
Reconstructible:	\$0	\$0		\$0	\$5,000	\$0	\$5,000
Non-reconstructible:	\$400,000	\$40,000	\$8,000	\$2,000	\$15,000	\$0	\$465,000
Max. Anticipated Cash:	\$300,000	\$1,000	\$1,000	\$5,500	\$80,000	\$10,000	\$397,500
Maximum Non-reconstructible Checks:	\$500,000	\$100,000	\$25,000	\$74,000	\$10,000	\$0	\$709,000

As a point of information - a reconstructible check is one that has been microfilmed or copied or we are able to identify the maker with reasonable effort. The city’s policy is to make copies of only a very few significant checks. Therefore the vast majority of checks deposited by the city are non-reconstructible checks.

PART VI – PROPOSAL EVALUATION CRITERIA

An evaluation committee of qualified City Staff or other persons selected by the City will conduct evaluations of proposals. It may be a two-step process. In step one; the committee will evaluate all responsive proposals based upon the information and references contained in the proposals as submitted. The committee will score and rank all responsive proposals and determine a minimum of three (3), if more than three (3) proposals are responsive, to be finalists for further consideration. In the event there are less than three (3) responsive proposals, the committee will give further consideration to all responsive proposals received. In step two, the committee may then conduct discussions, for clarification purposes only, with the finalists and re-score and re-rank the finalists' proposals. The first ranked proposer resulting from this process will be recommended to the City Commission for award of a contract.

The award of the contract will be based on certain objective and subjective considerations listed below:

Understanding of the overall needs of the City for such services; and being able to service all locations per the specification times and dates. **(35 points)**

Experience, qualifications and past performance of the proposing firm, including persons proposed to provide the services, references. **(35 points)**

Estimated cost to the City based upon proposed cost per examination. **(30 points)**

TOTAL POINTS AVAILABLE: **100**

The City of Fort Lauderdale reserves the right, before awarding the contract, to require a Proposer to submit any evidence of its qualifications as the City may deem necessary, and to consider any evidence available of financial, technical and other qualifications and capabilities, including performance experience with past and present users.

The City of Fort Lauderdale reserves the right to request additional clarifying information and request an oral presentation from any and all Proposers prior to determination of award.

The City reserves the right to award the contract to that Proposer who will best serve the interest of the City. The City reserves the right based upon its deliberations and in its opinion, to accept or reject any or all proposals. The City also reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

The City uses a mathematical formula for determining allocation of cost points to each responsive, responsible proposer. The lowest, responsive, responsible proposer receives the maximum allowable points. When using this formula, a proposer that submits a cost or fee which is two times greater than the cost/fee of the lowest responsive, responsible proposer, will result in receiving zero points for cost.

2^{nd} lowest cost minus lowest cost = X

X divided by lowest cost = Y

Y times the total number of cost points = Z

Total number of cost points minus Z = points assigned to 2^{nd} lowest vendor and so on.

PART VII - REQUIREMENTS OF THE PROPOSAL

All proposals must be submitted as specified on the proposal pages that follow. Any attachments must be clearly identified. To be considered, the proposal should respond to all parts of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. If a proposer supplies publications in order to respond to a requirement, the response should include reference to the document number and page number. This will provide a quick reference for the evaluators. Proposals not providing this reference will be considered to have no reference material included in the additional documents.

All proposals should be submitted in a sealed package with the RFP number, due and open date, and RFP title clearly marked on the outside. If more than one package is submitted they should be marked 1 of 2, etc.

All proposals must be received in the Purchasing Division, Room 619, 6th floor, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301 prior to 2:00 PM on the date specified in the SCHEDULE Section of this RFP.

A representative who is authorized to contractually bind the Contractor shall sign the proposal.

PROPOSERS MUST SUBMIT AN IDENTIFIED ORIGINAL COPY PLUS SIX (6) COPIES OF THE PROPOSAL PAGES INCLUDING ANY ATTACHMENTS

THE ABOVE REQUIREMENT TOTALS SEVEN (7) COPIES OF YOUR PROPOSAL

PROPOSAL PAGES ARE AS FOLLOWS:

Non-Collusion Statement

Bid/Proposal Signature Page

Part I Proposal Pages - Cost Proposal (See Exhibit A)

Part II Proposal Pages - Technical Proposal

Any Attachments to your Proposal

PROPOSAL PAGES
NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: It is preferred that bids/proposals be submitted by hard copy at www.bidsync.com, unless otherwise stated in the bid packet. If mailing a hard copy, it will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Submitted by: _____
(Authorized Signature to bind company) (date)

Name (printed) _____ Title: _____

Company: (Legal Registration) _____

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/doc/>).

Address: _____

City _____ State: _____ Zip _____

Telephone No. _____ FAX No. _____

E-MAIL: _____

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): _____

Payment Terms (section 1.03): _____ Total Bid Discount (section 1.04): _____

Does your firm qualify for MBE or WBE status (section 1.08): MBE _____ WBE _____

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>
---------------------	--------------------

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS.**

Variations:

revised 11-12-08

PART I - PROPOSAL PAGES – COST PROPOSAL

SEE EXHIBIT A (EXCEL DOCUMENT) FOR THE PART I – PROPOSAL PAGES – COST PROPOSAL.

Cost to the City: Contractor must quote **firm, fixed**, rates for all pickups, and deliveries, bags, canisters, and change pickups as stated in this RFP and cost proposal page (EXHIBIT A), to the City's designated bank locations. Contractor should fill in all appropriate pricing spaces, unit prices and extensions. If an item is a "No Cost", please state "No Cost" or 0.00. **(No Fuel charges/adjustments will be paid to the Contractor, in this RFP).**

PART II – PROPOSAL PAGES - TECHNICAL PROPOSAL

The following issues should be fully responded to in your proposal in concise narrative form. Additional sheets should be used, but they should reference each issue and be presented in the same order.

- Tab 1: Understanding of the City's needs for Armored Car Services and your overall approach to satisfying those needs. Please include your ability to perform the scheduled requirements for all City locations as defined in this RFP.
- Tab 2: Provide five references/clients for whom you have provided similar services in the last three years. Provide agency name, address, telephone number, contact person, email address and date service was provided. If services provided differs from the one presented in your proposal, please delineate such differences. References from other municipalities or governmental agencies for whom you have provided such services, are preferred. Please state the number of years your company has been in business.
- Tab 3: Any additional information you feel may be pertinent in the evaluation of your proposal.

The proposer understands that the information contained in these Proposal Pages is to be relied upon by the City in awarding the proposed Agreement, and such information is warranted by the proposer to be true. The proposer agrees to furnish such additional information, prior to acceptance of any proposal, relating to the qualifications of the proposer, as may be required by the City.

PROPOSER PLEASE INSURE THAT YOU HAVE SIGNED THE BID/PROPOSAL SIGNATURE PAGE. OMISSION OF A SIGNATURE ON THAT PAGE MAY RESULT IN REJECTION OF YOUR PROPOSAL .

COMPLETE AND RETURN THE REQUIRED NUMBER OF PROPOSAL PAGES AND ATTACHMENTS.



City of Fort Lauderdale
PART I - PROPOSAL PAGES - COST PROPOSAL

Bid 195-10237

RFP #
 Description

195-10237
ARMORED CAR SERVICES

Total Delivery Costs to these Delivery Locations

At this time, all deposits and deliveries are currently made to and from Wachovia Bank Money Center, 1801 NW 79th Avenue, Miami, FL 33126. Deposits and Deliveries could also be made to Wachovia West Palm Beach Money Center, and the City wants to know if pricing would be the same, for this location.	Wachovia Miami Money Center 1801 NW 79th Avenue Miami, FL 33126	Wach. West Palm Beach Money Center 1315 53rd Street West Palm Beach, FL 33407
	Next Day Banking Service	Next Day Banking Service

#	Item Description - Basic Svcs - Pickup Locations	Est.Qty.	U/M	Unit Price	Extension	Unit Price	Extension
1a	Performing Arts Center Garage (September - April pickups)	8	Flat Monthly Rate				
1b	Performing Arts Center Garage (May - August pickups)	4	Flat Monthly Rate				
2.3	City Hall Treasury & Drive-Thru Window (both pickups combined)	12	Flat Monthly Rate				
4a	Parking Administration	12	Flat Monthly Rate				
5	Marine Facilities	12	Flat Monthly Rate				
6	Building Services Center	12	Flat Monthly Rate				
7	Parks and Recreation Administration Office	12	Flat Monthly Rate				
	Change Pickup & Delivery to City Hall	104	Per Pickup				
	Change Pickup & Delivery to Building Services Center	104	Per Pickup				
	Change Pickup & Delivery to Parking Administration	104	Per Pickup				
Total for Basic Services Only							

#	Item Description - Basic Services - Specially Priced - Pickup of Currency Bags, Coin Canisters and Canvis Coin Bags from Parking Admin.	Qty.	U/M	Unit Price	Extension	Unit Price	Extension
4b	Pickup of Currency Bags from Parking Admin.	5200	Per Bag				
4c	Pickup of Sealed Coin Bag from Parking Admin.	6500	Per Bag				
4d	Pickup and transport of Coin Canisters from Parking Admin.	40	Per Canister				
Total P/U of Currency Bags, Coin Canisters & Canvis Coin Bags from Parking Admin.							

#	Item Description - Optional Svcs - Pickup Locations	Qty.	U/M	Unit Price	Extension	Unit Price	Extension
8	War Memorial Auditorium	12	Flat Monthly Rate				
9	Fort Lauderdale Aquatic Complex	12	Flat Monthly Rate				

Total Optional Services - Pickup Locations							
	Supplies:	Qty	U/M	Unit Price/Bx.	Extension		
10	Sealable Deposit Bags	4 Bx	Per 100				

11 Please indicate minimum advance notice required for additional service requests or On - Call Services in hrs. Hrs. _____

Question and Answers for Bid #195-10237 - Armored Car Services**OVERALL BID QUESTIONS****Question 1**

What are the days of service for locations 2 through 7? (Submitted: Mar 9, 2009 10:11:00 AM EDT)

Answer

- As stated in the RFP, PART V - Technical Specifications/Scope of Services, Sentence before Item 2 states: "Monday through Friday: Excludes City Holidays". (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 2

What is the average and maximum value of a pick up at locations 5 and 6? (Submitted: Mar 9, 2009 10:11:59 AM EDT)

Answer

- Per RFP, Part V - Section D. Deposit Information - Average Daily Deposit Information, Location 5 - Parks & Recreation is stated in third column, \$1,000 daily, \$8,000 Avg. Daily Checks - Non-reconstructible, \$1,000 Max. Anticipated Cash and \$25,000 Maximum Non-reconstructible Checks.

Location 6 Marine Facilities is stated in the Fourth Column (not labled by mistake) \$100 Avg. Daily Cash, \$2,000 Avg. Daily Checks - Non-reconstructible, \$5,500 Max. Anticipated Cash, \$74,--- Maximum Non-reconstructible Checks. Purchase of Sealable Deposit bags - \$38.00 per 100 bags. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 3

How much advanced notice will the carrier be provided when transportation of canisters is required? (Submitted: Mar 9, 2009 10:12:35 AM EDT)

Answer

- Typically none, since Parking Department only does this if there is a failure of the counting equipment that day, or Parking is unable to complete the counts before the courier arrives. This only happened one time in the past year. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 4

Is the pickup site for all locations on the ground floor? (Submitted: Mar 9, 2009 10:13:18 AM EDT)

Answer

- YES (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 5

Who is currently providing this service for the City? (Submitted: Mar 9, 2009 10:13:32 AM EDT)

Answer

- Brinks, Inc. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 6

What is the cut off time for same day banking at the City's depository? (Submitted: Mar 9, 2009 10:13:55 AM EDT)

Answer

- Wachovia's cut-off for depository is 4:00pm - So Deposit should be Next Day. (Answered: Mar 10, 2009 4:18:09 PM EDT)

Question 7

Is the carrier permitted to be armed in the performance of their duties? (Submitted: Mar 9, 2009 10:14:22 AM EDT)

Answer

- Yes, the carrier shall be armed in performing these duties. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 8

Are there any parking concerns at any of the City's locations? (Submitted: Mar 9, 2009 10:14:43 AM EDT)

Answer

- NO. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 9

What is the City currently paying for this service? (Submitted: Mar 9, 2009 10:14:57 AM EDT)

Answer

- Current Pricing is as follows: City Hall Treasury & Drive Through , Parking Administration, Marine Facilities, Building Services Center, Park & Rec. and Marine Facilities are all \$280.00/month, No Cost for Change Pickup & Delivery to City Hall, Building Services Center, and Parking Administration; Pickup of Coin Canisters from parking is \$3.00 per canister, Pickup of Coin/Currency Bags from Parking Admin. is \$0.50 per bag after first 10 bags; War Memorial Auditorium and Fort Lauderdale Aquatic Complex had no pickups last year - Pricing from current vendor was \$25.00 Next Day Service. (THE CITY WOULD LIKE TO CHANGE UNIT OF MEASURE IN EXHIBIT A - PART 1 PROPOSAL PAGES - COST PROPOSAL, ITEMS 8 & 9, OPTIONAL SERVICES TO READ "PER PICKUP - NEXT DAY SERVICES" INSTEAD OF FLAT MONTHLY RATE. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 10

What equipment does the current carrier use for transporting the coin canisters? (Submitted: Mar 9, 2009 10:15:57 AM EDT)

Answer

- The coin canisters, as all coin deposits, are rolling carts that is wheeled out to the armored truck. The armored truck transports the canisters. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 11

Will the deposit be ready at the City's locations when the carrier arrives? (Submitted: Mar 9, 2009 10:16:43 AM EDT)

Answer

- YES (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 12

Will the City pay an excess premise time fee if the carrier has to wait for the deposit at any location? (Submitted: Mar 9, 2009 10:17:17 AM EDT)

Answer

- There should be no need for a wait time if the courier arrives during the scheduled time as stated in the RFP. (Answered: Mar 10, 2009 10:44:45 AM EDT)

Question 13

Can deposits be delivered to Miami on the next business day for all locations? (Submitted: Mar 10, 2009 2:12:59 PM EDT)

Answer

- Yes, The deposits should be delivered to Miami on the next business day for all locations, as Wachovia's cutoff is 4:00pm. (Answered: Mar 10, 2009 4:18:09 PM EDT)

Question 14

Is the Performing Arts Center currently receiving pickups after 9:00 p.m.? (Submitted: Mar 11, 2009 7:00:40 AM EDT)

Answer

- No; The Parking Department does not currently have pickups at this location, but require them with this new contract, and should be priced accordingly. (Answered: Mar 12, 2009 2:14:21 PM EDT)

Question 15

Will the City accept pickup at the Performing Arts Center Garage from September to April in the morning instead of late night? (Submitted: Mar 11, 2009 7:01:31 AM EDT)

Answer

- No; The Parking Department will not accept pickups at the Performing Arts Center Garage in the morning instead of late night, as they do not wish to store cash overnight at that location. (Answered: Mar 12, 2009 2:14:21 PM EDT)

Question 16

Is the City's current carrier picking up the Performing Arts Center Garage after 9:00 p.m.? (Submitted: Mar 12, 2009 11:26:05 AM EDT)

Answer

- No; The Parking Department does not currently have pickups at this location, but require them with this new contract, and should be priced accordingly. (Answered: Mar 12, 2009 2:14:21 PM EDT)