



Purchasing Department

PROCUREMENT DIVISION

410 Clematis Street, 3rd Floor

West Palm Beach, FL 33401

TEL: (561) 822-2100

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ADDENDUM 1

ITB 16-17-130

School Crossing Guard Services

Each recipient of this Addendum acknowledges all of the provisions set forth in the Invitation to Bid and agrees to be bound by the terms thereof.

This addendum shall modify, clarify or add information and become part of the above referenced Invitation to Bid.

This addendum shall provide answers to the following questions received:

Question 1: Who is the current incumbent? When were they awarded the contract? Copy of current contract? Estimated usage (number of hours) of prior contract? How many hours are required for this bid? What is the current bill rate? What was the previous bill rate? What was the contract amount spent last year? Is there a prevailing wage? Are there any additional crossing guard services to this contract?

Answer: There is no current contract. Services are being performed in-house. Refer to the ITB for the estimated hours and wage requirement.

Question 2: What is the hourly pay rate for the crossing guards currently employed by the City?

Answer: There is no current contract. Services are being performed in-house.

Question 3: Crossing Guard Supervisor: Do you want the bidder to enter estimated annual hours including regular school hours needed and summer school hours? With an hourly rate?

Answer: Bidders should provide estimated supervision hours based on the information provided on page 5 (SCHOOL NAMES, LOCATIONS, HOURS) and provide an hourly rate for the Supervisor. The number of hours worked by the Supervisor will be verified.

Question 4: Estimated Annual Regular School Hours: Please verify how the annual regular school hours have been calculated? Including: the number of hours a guard working 1.5 hours per day is actually paid for? How many calendar days are used to calculate 18,720 regular school hours and 1,080 annual summer school hours?

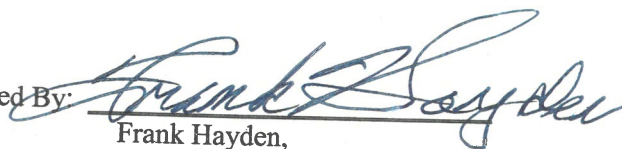
Answer: Crossing Guards are guaranteed a minimum of three (3) hours pay per day worked, even if the guard only work an-hour-and-a-half. Some guard may receive more hours if they work additional posts/schools. The number of hours provided in the ITB are estimated hours required by the user department.

All other information remains the same.

Bidders must acknowledge receipt of this Addendum 1 in the space provided below. This Addendum forms an integral part of the documents and therefore must be executed. Failure to return this addendum with your bid submittal may be cause for disqualification.

Issued By: City of West Palm Beach
Procurement Department
July 12, 2017

Issued By:



Frank Hayden,
Procurement Director

BIDDER: _____

Signed By: _____

Print Name: _____

Title: _____

Date: _____

End of Addendum 1