



BIDS MUST BE RECEIVED BY:

**December 17, 2024 – 2:00PM**

**SOLICITATION: 24-007**

ISSUE DATE: 11/6/2024

FILL IN VENDOR NAME & ADDRESS BELOW:

[Empty box for vendor name and address with an arrow pointing to it from the left]

PLEASE MAIL SIGNED BID TO:

SOUTH LOUISIANA COMMUNITY COLLEGE  
ATTN: PURCHASING BID# 24-007  
1101 BERTRAND DRIVE  
LAFAYETTE, LA 70506

**BIDS NOT DELIVERED BY THE U.S. POSTAL  
SERVICE MAY BE SENT TO:**

SOUTH LOUISIANA COMMUNITY COLLEGE  
ATTN: PURCHASING BID# 24-007  
320 Devalcourt Street  
LAFAYETTE, LA 70506

BUYER: Nicole Manuel

PHONE: 337-521-8898

**BIDS MUST BE SIGNED TO BE CONSIDERED**

INSTRUCTIONS TO PROPOSERS:

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. FILL IN ALL BLANK SPACES.
3. ALL PROPOSED PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTION, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
4. PROPOSED PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE SPECIFIED IN THE BID REQUIREMENTS. BIDS CONTAINING "PAYMENT IN ADVANCE" C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. SPECIFY YOUR PAYMENT TERMS: \_\_\_\_\_ . CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.

THE BIDDER CERTIFIES:

- COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS, AND SPECIFICATIONS.
- THIS BID IS MADE WITHOUT COLLUSION OR FRAUD.
- THAT IF MY BID IS ACCEPTED WITHIN 90 DAYS FROM BID CLOSING TIME, MY FIRM WILL FURNISH ANY OR ALL OF THE ITEMS (OR SECTIONS) AT THE PRICE OPPOSITE EACH ITEM (OR SECTION)
- DELIVERY WILL BE MADE WITHIN 21 DAYS AFTER RECEIPT OF ORDER.
- BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. **THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.**

Please print name:

Signature

Date:

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## ***TERMS AND CONDITIONS***

- 1) ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.
- 2) BID FORMS: ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON AND IN ACCORDANCE WITH FORMS PROVIDED.
- 3) BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED.
- 4) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL PROPOSALS AND WAIVE ANY INFORMALITIES.
- 5) BID SUBMISSIONS MUST BE MANUALLY SIGNED IN INK.
- 6) BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAW OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- 7) IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.
- 8) PRICES: UNLESS OTHERWISE SPECIFIED BY SOUTH LOUISIANA COMMUNITY COLLEGE IN THE SOLICITATION, BIDS PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY PROPOSER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC) AS SPECIFIED IN THE BID.
- 9) DESCRIPTIVE INFORMATION: BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, AND TECHNICAL DATA) SUFFICIENT FOR SOUTH LOUISIANA COMMUNITY COLLEGE TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE PROPOSAL TO BE REJECTED.
- 10) CONTRACT RENEWALS: UPON AGREEMENT OF SOUTH LOUISIANA COMMUNITY COLLEGE AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.
- 11) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH A THIRTY (30) DAY WRITTEN NOTICE.
- 12) THE QUANTITIES LISTED ARE ESTIMATED TO BE THE AMOUNT NEEDED. IN THE EVENT A GREATER OR LESSER QUANTITY IS NEEDED, THE RIGHT IS RESERVED BY SOLACC TO INCREASE OR DECREASE THE AMOUNT AT THE UNIT PRICES STATED IN THE BID.
- 13) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO TIME REQUESTS FOR SERVICE ACCORDING TO INDIVIDUAL CAMPUS REQUIREMENTS.
- 14) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO REDUCE THE NUMBER OF SERVICE LOCATIONS OR ADD TO THE NUMBER OF SERVICE LOCATIONS AT THE UNIT PRICES STATED IN THE BID.
- 15) FREQUENT SUPERVISOR LEVEL INSPECTIONS MAY BE REQUESTED OF THE SUCCESSFUL BIDDER. THESE INSPECTIONS SHALL BE DOCUMENTED AND PROVIDED TO THE SOLACC SECURITY DIRECTOR.
- 16) VENDOR MUST PROVIDE PROOF OF LIABILITY AND WORKERS COMPENSATION INSURANCE.

### ***Mandatory Pre-Bid Meeting***

A mandatory pre-bid conference shall be held at South Louisiana Community College's Conference Room in the Ardoin building, Conference room 102, located at 1101 Bertrand Drive, Lafayette, LA 70506 on Wednesday, November 20, 2024 at 10:00am CST.



## Scope of Work

### Overview

Contractor shall provide and manage security staff for buildings, facilities, and other areas in all of SOLACC's campuses. Services will be provided for the following campuses:

<b>Lafayette</b>		<i>Serves approximately 3,700 students</i>
<b>Devalcourt Building</b> 320 Devalcourt St. Lafayette, LA 70506	<b>Ardoin Building</b> 1101 Bertrand Drive Lafayette, LA 70506	
<b>New Iberia</b>		<i>Serves approximately 370 students</i>
	908 Ember Drive New Iberia, LA 70560	
		<i>Serves approximately 7 students</i>
<b>Crowley</b>		<i>Serves approximately 200 students</i>
1933 W. Hutchinson Ave. Crowley, LA 70526		
<b>St. Martinville</b>		<i>Serves approximately 100 students</i>
6305 Main Hwy. St. Martinville, LA 70582		
<b>Abbeville</b>		<i>Serves approximately 200 students</i>
1115 Clover St. Abbeville, LA 70510		
<b>Opelousas</b>		<i>Serves approximately 350 students</i>
332 E. South St. Opelousas, LA 70570		
<b>Franklin</b>		<i>Serves approximately 20 students</i>
1013 Perret St. Franklin, LA 70538		
<b>Ville Platte</b>		<i>Serves approximately 100 students</i>
1124 Vocational Dr. Ville Platte, LA 70586		
<b>Morgan City</b>		<i>Serves approximately 350 students</i>
900 Youngs Rd. Morgan City, LA 70381		

## Tasks and Services

### Contractor shall:

1. Provide security officers that have a minimum of one (1) year of experience. Exceptions to the minimum experience requirement may be granted with the written approval of the Director of Security.
2. Provide site supervisors with a minimum of three (3) years of experience.
3. Uniforms for contract security officers must be approved by Louisiana State Board of Private Security Examiners and appear clean, pressed and well-maintained. The contractor must ensure that on-duty contract officers are appropriately uniformed at all times, including alterations, belts and shoes.
4. Maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and shall be responsible for taking such disciplinary action with respect to contract staff as may be necessary. There shall be no fraternization between contract security personnel, and students, faculty, guests or staff.
5. Provide background checks of NCIC, warrants, and criminal history for contract security personnel working at each SOLACC location. Contractor may be required to perform an FBI background check on a security guard by fingerprint.
6. Furnish drug testing services for contract security personnel upon request. Testing services shall be performed by a laboratory certified according to Substance Abuse and Mental Health Services Administration (SAMHSA) guidelines.
7. Provide to SOLACC a written officer availability schedule, which lists names of contract officers and corresponding availability for duty at each location of service. Any deviation from this schedule is to be reported to the Assistant Director of Security one (1) hour prior to shift start time.
8. Provide relief personnel as necessary to ensure that each assignment is performed daily per contract specifications, regardless of employee absenteeism.
9. Provide quarterly, written documentation of periodic examinations and reviews of the security guard's performance while on duty.
10. Ensure that all contracted security personnel have been interviewed and approved for duty by SOLACC administration prior to being assigned to a location.
11. Certify licensure and training of all proposed contract personnel for all post locations.
12. Train and prepare relief personnel for deployment to guarantee staff availability at all locations for on-time opening and closing procedures. Vacancies shall NOT be filled by relocating officers already stationed and working at a different SOLACC location.
13. Work with SOLACC Administration to develop Post Orders for each service location and update Post Orders upon request.
14. Disseminate Post Orders to contract staff prior to deployment and within 24 hours of change notification.

15. Provide quarterly, written documentation demonstrating ongoing assessment of contract staff performance.
16. Identify and correct problems with contract staff performance in a timely manner.
17. Provide a minimum of one (1) security officer at each building.
18. Provide a minimum of one (1) site supervisor, to be deployed at various campus sites as requested.
19. Provide service as requested, including evening and weekend hours. Times of service and number of guards shall be subject to change due increase or decrease of enrollment each semester. Total number of requested officers at all locations must be maintained as required.
20. Agree to replace any security personnel deemed unsuitable by SOLACC within 24 hours.
21. Maintain complete and accurate documentation of service and submit weekly shift report/time sheets to SOLACC which include:
  - a. Name of security guard providing service
  - b. Date and time/shift service was provided
22. Be available for emergency contact twenty-four (24) hours per day, seven (7) days per week by telephone or radio.
23. Provide trained, service oriented security personnel, and a contingency workforce, to ensure that each of the college's security posts is filled during all hours of operation.

#### BIDDER QUALIFICATIONS

**Licensure** – bid submission must include a copy of a current Private Security License issued by the Louisiana State Board of Private Security Examiners.

**Insurance** – the contractor shall procure insurance as indicated in Attachment I and shall show evidence of such insurance in the form of certificate(s) prior to acceptance.

**Experience** – the contractor shall submit with their bid evidence of a minimum of five (5) years' experience providing continuous service on three (3) accounts or contracts with at least five hundred thousand (500,000) square feet of guarded area.

## SECURITY GUARD QUALIFICATIONS

*SOLACC will interview and reserves the right to accept or reject any security guard(s) prior to being assigned by the contractor.*

Contractor must provide security guards that meet all of the following minimum qualifications:

In accordance with Louisiana revised statutes 47:3270 – 3298, all respondents eligible for award must be licensed by the Louisiana State Board of Private Security Examiners prior to award. Contact the Board at (225) 272-2310.

SOLACC has a right to verify with the State Board of Private Security Examiners that the contractor's guards are registered and have proper training. If the Board finds the guards are not registered and trained properly, the contract may be canceled.

Security officers shall have in possession at all time when on duty registration cards issued by the Louisiana State Board of Private Security Examiners.

Officers must have a minimum of one (1) year of experience. SOLACC may determine that poorly qualified and poorly performing personnel are failures of the contractor to perform adequately.

Officers must demonstrate an understanding of The Clery Act, BBP, FERPA, Emergency Response Assistance, High Risk Confrontation Response, Fire Safety and Incident Reporting.

## SECURITY GUARD DUTIES

Guard service shall include:

- Indoor and outdoor security patrols and escorts
- Unlocking (opening the facilities) and locking (closing the facilities)
- Professionally and courteously providing service to students, faculty, staff, visitors, and external emergency response personnel
- Monitoring parking and traffic flow
- Reviewing /Monitoring CCTV
- Emergency event response and assistance
- Concierge services
- Event security
- Incident reporting
- Management of ID printing and disbursement
- Light clerical work that includes answering phones and providing basic college information to constituents of the college

- Sign acceptance of post orders prior to deployment at site.

## PERSONNEL MANAGEMENT DUTIES

Management services shall include:

- Security Officer training
- Security Officer scheduling and replacement
- Quality Management
- Testing
- Administration of timesheet submittal
- Allow a minimum of twenty-four (24) hours' notice for SOLACC personnel to interview and review post orders with new officers.

Contractor shall provide appropriate and necessary management and supervision, including timely oversight, for all Contractor's employees and shall be solely responsible for instituting and invoking disciplinary action of employees not in compliance with Contractor's rules and regulations, as well as any other policy established by the contracting parties.

The Contractor, in conjunction with SOLACC Administration, shall develop a comprehensive set of Post Orders documenting both general procedures as well as site-specific responsibilities. Post Orders shall be prepared prior to the commencement of the contract and must be reviewed and approved by SOLACC Administration within thirty (30) days from commencement of Contractor's services.

The Contractor will require all security officers to read and demonstrate understanding of the Post Orders. The Contractor shall test each security officer's knowledge of Post Orders within thirty (30) days of the officer's service start date, and should provide additional testing annually or, more frequently, during site inspections.

Contractor shall ensure hiring, training and administration of motivated and professional employees that meet or exceed both Contractor's and SOLACC standards. SOLACC will interview and reserves the right to accept or reject any security guard(s) prior to being assigned by the contractor.

Contractor shall agree to remove from the site of service, whenever required to do so by SOLACC, any employee considered by SOLACC to be unsatisfactory or undesirable, subject to any applicable laws.



Contractor shall administer all billing relative to the service contract. Contractor shall respond as necessary to accommodate additional duty hours as may be requested by SOLACC without advance notice.

The Contractor shall furnish a minimum of two (2) uniforms to all security personnel. The uniforms should include nametags, shirts, pants and black shoes. The Contractor shall equip each officer with a black duty belt, cap and a flashlight.

Uniforms will be of consistent color, appearance and in good condition. The uniform will only be worn when the officer is on official duty or in transit between residence and job site.

# ATTACHMENT I

## Insurance Requirements

Contractor shall procure and maintain for the duration of the agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor, his agents, representatives, employees or subcontractors.

### A. Minimum Scope and Limits of Insurance

#### Workers Compensation

Workers compensation insurance shall be in compliance with the workers compensation law of the state of Louisiana. Employers liability is included with a minimum limit of \$500,000 per accident/per disease/per employee. If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included and the employers liability limit increased to a minimum of \$1,000,000. A.M. Best's insurance company rating requirement may be waived for workers compensation coverage only.

#### Commercial General Liability

Commercial general liability insurance, including personal and advertising injury liability, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The Insurance Services Office (ISO) commercial general liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

#### Automobile Liability

Automobile liability insurance shall have a minimum combined single limit per occurrence of \$1,000,000. ISO form number CA 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned automobiles.

### B. Deductibles and Self Insured Retentions

Any deductibles or self-insured retentions must be declared to and accepted by the agency. The contractor shall be responsible for all deductibles and self-insured retentions.

## C. **Other Insurance Provisions**

The policies are to contain, or be endorsed to contain, the following provisions:

### 1. **General Liability and Automobile Liability Coverages**

The agency, its officers, agents, employees and volunteers shall be named as an additional insured as regards negligence by the contractor. ISO form CG 20 10 (current form approved for use in Louisiana), or equivalent, is to be used when applicable. The coverage shall contain no special limitations on the scope of protection afforded to the agency.

The contractor's insurance shall be primary as respects the agency, its officers, agents, employees and volunteers. Any insurance or self-insurance maintained by the agency shall be excess and non-contributory of the contractor's insurance.

The contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the policy limits.

### 2. **Workers Compensation and Employers Liability Coverage**

The insurer shall agree to waive all rights of subrogation against the agency, its officers, agents, employees and volunteers for losses arising from work performed by the contractor for the agency.

### 3. **All Coverages**

Coverage shall not be canceled, suspended, or voided by either party (the contractor or the insurer) or reduced in coverage or in limits except after 30 days written notice has been given to the agency. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in the contractor's policy.

Neither the acceptance of the completed work nor the payment thereof shall release the contractor from the obligations of the insurance requirements or indemnification agreement.

The insurance companies issuing the policies shall have no recourse against the agency for payment of premiums or for assessments under any form of the policies.

Any failure of the contractor to comply with reporting provisions of the policy shall not affect coverage provided to the agency, its officers, agents, employees and volunteers.

#### **D. Acceptability of Insurers**

All required insurance shall be provided by a company or companies lawfully authorized to do business in the jurisdiction in which the project is located. Insurance shall be placed with insurers with a A.M. Best's rating of A-VI or higher. This rating requirement may be waived for workers compensation coverage only.

If at any time an insurer issuing any such policy does not meet the minimum a.m. best rating, the contractor shall obtain a policy with an insurer that meets the a.m. best rating and shall submit another certificate of insurance as required in the contract.

#### **E. Verification of Coverage**

Contractor shall furnish the agency with certificates of insurance reflecting proof of required coverage. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be received and approved by the agency before work commences and upon any contract renewal thereafter.

In addition to the certificates, contractor shall submit the declarations page and the cancellation provision endorsement for each insurance policy. The agency reserves the right to request complete certified copies of all required insurance policies at any time.

Upon failure of the contractor to furnish, deliver and maintain such insurance as above provided, this contract, at the election of the agency, may be suspended, discontinued or terminated. Failure of the contractor to purchase and/or maintain any required insurance shall not relieve the contractor from any liability or indemnification under the contract.

#### **F. Subcontractors**

Contractor shall include all subcontractors as insureds under its policies or shall be responsible for verifying and maintaining the certificates provided by each subcontractor. Subcontractors

shall be subject to all of the requirements stated herein. The agency reserves the right to request copies of subcontractor's certificates at any time.

#### **G. Workers Compensation Indemnity**

In the event contractor is not required to provide or elects not to provide workers compensation coverage, the parties hereby agree that contractor, its owners, agents and employees will have no cause of action against, and will not assert a claim against, the state of Louisiana, its departments, agencies, agents and employees as an employer, whether pursuant to the Louisiana workers compensation act or otherwise, under any circumstance. The parties also hereby agree that the state of Louisiana, its departments, agencies, agents and employees shall in no circumstance be, or considered as, the employer or statutory employer of contractor, its owners, agents and employees. The parties further agree that contractor is a wholly independent contractor and is exclusively responsible for its employees, owners, and agents. Contractor hereby agrees to protect, defend, indemnify and hold the state of Louisiana, its departments, agencies, agents and employees harmless from any such assertion or claim that may arise from the performance of this contract.

#### **H. Indemnification/Hold Harmless Agreement**

Contractor agrees to protect, defend, indemnify, save, and hold harmless, the state of Louisiana, all state departments, agencies, boards and commissions, its officers, agents, servants, employees, and volunteers, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of, any act or omission of contractor, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by contractor as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the state of Louisiana, all state departments, agencies, boards, commissions, its officers, agents, servants, employees and volunteers.

Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, suits, or causes of action at its sole expense and agrees to bear all other costs and expenses related thereto, even if the claims, demands, suits, or causes of action are groundless, false or fraudulent.

# ATTACHMENT II

## VERIFICATION OF EXPERIENCE

South Louisiana Community College will contact business references during regular business hours to verify experience. Daily attempts to verify experience will take place for a period of one week. Service experience that cannot be verified by phone or email during the one-week review period will not be accepted.

**NOTE: THIS CERTIFICATION MUST BE SIGNED BY THE BIDDER'S AUTHORIZED REPRESENTATIVE AND MUST BE SUBMITTED WITH THE BID.**

Please list five (5) or more business references that each demonstrate a minimum of five (5) years' experience providing continuous service on accounts or contracts with at least five hundred thousand (500,000) square feet of guarded area.

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

Business Name	
Contact Name Contact Phone Email Address	
Years of Service	

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Print Vendor Name:

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Bidder Signature:

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Date:

