



Security Services Proposal For



Re: 25-021 REBID for Security Services
Solicitation RFP 25-021 REBID of Security Services
Bid Opening February 28th, 2025 @ 9:00 AM EST

From: Sizemore Security
2003 Gordon Highway,
Augusta GA 30909

To: Bibb County School District
ATTN: Elaine M Wilson- Procurement Director
Purchase Department



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February 26, 2025

Elaine M. Wilson - Beverly, Procurement Director
Bibb County School District
Macon, Georgia

VIA EMAIL: elaine.wilson@bcsdk12.net

Solicitation Name: **Bibb County School District REBID SECURITY SERVICES - RFP**

Solicitation Number: **RFP 25-021**

Solicitation Opening Date: **February 28, 2025 at 9:00 am**

Subject: Proposal for Security Guard Services

Dear Elaine,

We are pleased to submit our response to your solicitation for Security Guard Services. As the incumbent provider, Sizemore Security brings an unparalleled understanding of your organization's security requirements, operational expectations, and the unique challenges of the environment. Our established partnership in alignment with improved, competitive wages position us to continue delivering exceptional services tailored to your needs.

Over the course of our engagement, we have developed a deep familiarity with your priorities, including ensuring the safety of personnel and assets, maintaining a visible security presence, and responding swiftly to incidents. This experience informs our approach, which is rooted in proactive communication, professional expertise, and unwavering commitment to excellence.

Our comprehensive service model includes a team of well-trained security professionals supported by a local office. Sizemore maintains an office in Macon and is in full compliance with the State of Georgia training and licensing with capabilities for armed and unarmed services. Additionally, if needs arise, we can support you from other offices as close as Statesboro, Carrollton, and Augusta.

Key elements of our approach include:

- **Tailored Solutions:** Leveraging our incumbent experience, we will continue to implement customized security protocols aligned with your operational goals. We will meet quarterly to evaluate new patrol methods and effectiveness of existing methodologies. Simply rotating the patrol routines enhances your security.
- **Proactive Risk Mitigation:** Our focus on continuous risk assessment ensures that we remain ahead of potential challenges, enhancing the overall safety environment.

- **Exceptional Personnel:** Our team is carefully selected, trained in accordance with State regulations, and regularly evaluated to ensure the highest standards of professionalism and reliability. With this proposal, our wage structure is redefined based on recruiting experience in the market and our research through the Bureau of Labor Statistics in order to attract and retain quality officers. Designed to improve our human capital, our new Workday platform allows us to better monitor our hiring process and automates 90 day new hire evaluations and formal semi-annual performance evaluations for continued success. We use this platform to ensure compliance in hiring, on-boarding, licensing, and training, including I-9 verification.

We are confident that our established rapport, institutional knowledge, and commitment to excellence uniquely qualify us to remain your trusted security partner. We are confident that we are still the right company for the Bibb County School District based on our experience, our established infrastructure, and our recent improvements in back office and human resource areas. Sizemore Security is excited about the opportunity to continue providing outstanding service and contributing to the safety, security, and success of your organization.

Sizemore has reviewed the requirements in this solicitation and does not have any exceptions to the terms, qualifications or requirements. Sizemore is confident we can meet and exceed the standards established in the RFP. Sizemore has developed a great working relationship with the school district and the community. As such Sizemore is positioned well for continued support of and partnership with your team.

Thank you for considering our proposal. We look forward to discussing how we can further enhance your security operations. Please do not hesitate to contact me at esizemore@sizemoreinc.com should you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink that reads "Thomas E. Sizemore". The signature is written in a cursive, flowing style.

Thomas E. (Ernie) Sizemore
COO at Sizemore inc.



Company History and Capabilities

Sizemore, Inc., founded in 1955, proudly provides security services for several of America's leading corporations. Sizemore has experienced continued growth and provides exceptional security services to customers across the Midwest and Southeastern United States. We pride ourselves on being a privately owned and operated company based in the United States.

Sizemore, Inc. does business as Sizemore Security Services, Sizemore Staffing Services, and Sizemore Janitorial Services. Sizemore, Inc. is a leader in the industry of bundling services, and we have provided these services under the banner of TOTAL CONTRACT SERVICES since the early 1990's.

Sizemore Security Services is structured to provide in-depth managerial strength to our wide range of customers. Our managers represents over one hundred years of experience in security, law enforcement and business management enabling us to meet the needs of a wide variety of customers.

Sizemore Security Services has in place a Crisis Management Team that can be dispatched to assist with security requirements until a given situation is brought under control. Sizemore Security Services has lead supervisors on call 24 hours a day, 7 days a week, to meet the demands of your business.

With more than 60 years in the security service industry, Sizemore's dedicated, experienced management team remains committed to providing comprehensive training programs and high-quality service that consistently exceed its client's needs and expectations.





Sizemore Mission Statement

We create quality partnerships with our customers, our employees, and the communities we serve to ensure an environment of success.

Vision Statement

We will continue to focus on growth and improvement in all areas, ensuring we are developing and delivering quality services to our customers.

Core Values FIRST

- Flexibility** We adapt and overcome the problems that challenge our customers and employees.
- Improvement** We listen to our customers and employees to target the best solutions and evolve to meet their needs.
- Reliability** We commit to a standard of honesty, integrity, and consistency for ourselves and our partners.
- Safety** We train, follow all procedures, and work to understand each job to foster a culture of safety.
- Teamwork** We build relationships with our customers and each other that go beyond our bottom line to accomplish our shared goals.



Screening & Hiring

Sizemore will use a stringent plan of work for the recruitment, testing, and screening of individuals assigned to the Bibb County School District Security Contract. Sizemore will collaborate with the appropriate designated personnel from Bibb County School District to design performance-matched job descriptions to meet the requirements of each post.

Sizemore acknowledges the responsibility, authority, and trust given to security officers assigned to Bibb County School District. Sizemore has set the standard for comprehensive hiring and training of security officers. Each officer must satisfy the following hiring criteria:

- ◆ Performance-Matched
- ◆ High School Diploma/GED
- ◆ 18 Years of Age or older (unarmed/non-lethal)
- ◆ 21 Years of Age or older (armed)
- ◆ Police Records Verification
- ◆ Character & Integrity Check
- ◆ 5-Year Work History
- ◆ Talent Quest Assessment
- ◆ Detailed Personal History
- ◆ Residence Verification
- ◆ Verification of Previous Employers

Upon acceptance of a conditional job offer, each applicant will be required to successfully complete the following:

- ◆ Health & Fitness Questionnaire
- ◆ Pre-Employment Drug Screen



Employee Benefits

Sizemore properly compensates its employees for their dedication and hard work with a comprehensive benefits plan. This plan has proven to be an asset to our customers and Sizemore by reducing turnover. Sizemore has included vacation in its pricing. Benefits offered to employees are:

Vacation: Sizemore has included paid vacation in its rates. All direct labor employees will earn 0.77 an hour per 40 hours worked a pay period effective hiring date for the first three years. After three years of service associates will accrue PTO hours 1.54 hours of PTO per 40 hours worked a pay period.

Medical Insurance: Sizemore is in compliance with the Federal Employer Mandate of the Affordable Care Act.

Sizemore reserves the right to renegotiate the billing rate(s) for 2024 and beyond based on potential increased costs resulting from the full implementation of the Employer Mandate portion of the Affordable Care Act. The true impact on any business is not yet fully known. It is anticipated that there will be increases in employee healthcare costs and associated increases from vendors who provide supplies and equipment to Sizemore for use in our client services.

All insurance plans listed below are available at group rates as pre-tax benefits under a Section 125 Cafeteria Plan.

- ACA Compliant MEC and Bronze Level Medical Insurance
- Dental Insurance
- Cancer Insurance
- Accident Insurance

Retirement Plan: 401(k) Plan with matching contributions. Effective 2016, Sizemore will make Safe Harbor matching dollar-for-dollar contributions for the first 4% of compensation deferred by any employee. Employees are eligible to participate on day one of employment.

Holiday Pay: Sizemore recognizes 6 holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Pay: Sizemore pays its employees weekly. We offer direct deposit, pay cards, and postal service.

Substance Abuse Policy

All employees of Sizemore are required to submit to pre-assignment, random, for-cause, and post-accident drug screens. Our policy includes all illicit drugs and alcoholic beverages. Failure to submit to testing and/or positive test results is grounds for disciplinary action up to and including termination.

All employees involved in a work-related Incident (including accident or injury) are required to report for a drug and alcohol screening exam(s) within 8 hours of the incident.



Security Team Supervision, Performance Evaluations & Quality Improvement Plans

Sizemore will utilize a multi-level approach to supervision and evaluation of all security officers assigned to the Bibb County School District security contract. This plan will be a key factor in maintaining a professional appearance and a high level of performance from our officers by providing around-the-clock supervision and easy access to management.

FIRST LEVEL: A Site Security Manager will be appointed to provide direct supervision for all subordinate Officers. The following will be handled by the Site Security Manager:

- Assist with Interviews of all prospective officers to ensure they are a "fit" for assignment to Bibb County School District
- Establish the weekly work schedule
- Train, supervise and evaluate all other officers
- Counsel, provide additional training and, if necessary, remove officers from assignments at Bibb County School District
- Ensure the officers adhere to the site Post Orders
- Continuously update the site Post Orders
- Serve as the direct contact between Bibb County School District representative and Sizemore
- Develop plans and implement all instructions received from Bibb County School District and Sizemore
- Review reports and forms completed by security to ensure accuracy and completeness and distribute them to Bibb County School District designated representative and Sizemore
- Maintain training and testing records on all subordinate officers
- Make recommendations for improvement and implements changes directed by Bibb County School District designated representative
- Conduct limited investigations when needed
- Be on-call to respond to emergencies when needed
- Receive, coordinate, and implement all instructions and/or dispute resolutions from Bibb County School District representative as well as from the Sizemore Operations Manager
- Maintain records of hourly officers to ensure correct and accurate billing.

SECOND LEVEL: It is the responsibility of the Sizemore Security Operations Manager to ensure the quality of service meets or exceeds the clients' expectations. The Security Operations Manager will visit Bibb County School District on a random, unannounced basis and will evaluate the performance of the officers. This supervisor will have at least weekly communication with the Site Supervisor and provide any level of assistance needed. Additionally, the Security Operations Manager will:

- Directly supervise the Service Implementation
- Assist in the preparation of Post Orders
- Recruit, screen and train new officers for assignment to Bibb County School District
- Communicate directly with the Sizemore Security Operations Manager and Bibb County School District designated representative
- Be on-call to respond to emergencies when needed



THIRD LEVEL: The Sizemore Regional Manager also ensures the service being provided meets or exceeds the expectations of Bibb County School District . The Regional Manager makes unannounced and announced visits to the site. The Regional Manager will:

- Ensure the Security Operations Manager and/or the Site Security Manager have the resources needed to provide service according to client specifications
- Review and approve all Post Orders (Standard Operating Procedures)
- Schedule and attend monthly meetings with Bibb County School District designated representative to specifically review the service being provided, conduct an informal evaluation and implement improvements where needed
- Report his overall evaluation of the service being provided to Bibb County School District designated representative and the Sizemore Vice President of Corporate Security
- Attend Bibb County School District meetings as requested
- Respond to emergencies when needed
- Coordinate with respective public emergency services as necessary and appropriate

FOURTH LEVEL: The Vice President of Corporate Security, in coordination with the Regional Manager, monitors the implementation of service being provided to Bibb County School District Monthly evaluations of incidents will be accomplished with a view towards establishing trends and making recommendations for improvements.



Site Security Quality Improvement Program

The security industry is constantly evolving with new trends, techniques, procedures, concepts, and methods of improving service. Sizemore's business philosophy is that every program and procedure should be routinely reviewed for the purpose of improving the services we provide. Virtually all service programs can be improved. With this in mind, Sizemore will utilize the following quality improvement procedures to enhance the service we provide to Bibb County School District

1. All written Standard Operating Procedures will be reviewed at least annually by the Regional Manager to ensure the procedures explain, in adequate detail, what every Officer must know to perform their duties.
2. All Security Officer Job descriptions will be reviewed at least annually to ensure they correctly identify the duties to be performed at the various post assignments. When a duty changes for a particular post, the Regional Manager updates and has the job description re-published. Officers will be required to read and agree they can perform the established duties.
3. The Security Site Supervisor and/or the Regional Manager will evaluate all new Officers during their 90-day probationary period and then annually thereafter. Sizemore will coordinate with the Bibb County School District representative when preparing the evaluation. Once the evaluation is completed, the Regional Manager personally counsels the respective Officer concerning his/her successes and areas of improvement that require attention.
4. The Regional Manager will be responsible for the direct supervision of the Bibb County School District contract. Sizemore Managers will make announced and unannounced inspections of the assigned Officers, observe the performance of their duties and resolve any service issues observed at that time. The Regional Manager will also perform an informal root-cause analysis to determine the cause of the issue with a view to establishing procedures that will preclude recurrence.
5. The Regional Manager will schedule monthly meetings with Bibb County School District designated representative(s) to verbally evaluate the service being delivered and address any service issues.
6. Annually, the Regional Manager formally evaluates the service being provided. This includes a comprehensive written evaluation of all results from site visits, meetings with the client's representative and random evaluations of the Officers' knowledge of their duties. The results of the annual evaluation are shared with the client and Sizemore's Vice President of Corporate Security.



Security Officer Training Instructor Qualifications

Sizemore's corporate, regional, and operational staff brings a wealth of experience and knowledge to Bibb County School District. Our training staff has extensive experience in the fields of security, law enforcement, military, and business training.

Sizemore Managers hold a number of training certifications including:

- State Certified Security Instructors
- Level III Certified Homeland Security
- Kustom® Traffic Radar Factory Certified Instructor
- State Certified Private Firearms Instructors
- Georgia Certified Law Enforcement Officers
- Georgia Certified Law Enforcement Instructor (POST Certified)
- Oleoresin Capsicum (OC Spray) Instructor
- Taser® Certified Instructor
- Pepper Ball® Certified Instructor
- Handcuffing Instructor
- Defensive Tactics Instructor
- Verbal De-escalation Techniques Instructor
- Workplace Violence/Active Shooter Instructor
- Phazzer Certified Instructors

Other credentials and memberships include:

- ASIS International
 - Law Enforcement Liaison Council
 - Security Services Council
- Graduates of Military Police School
- International Association of Healthcare Security and Safety
- International Association of Chiefs of Police
- Private Security International



Security Officer Training Program Schedule

Sizemore, in association with Vector Solutions, provides our security personnel with some of the best security training available. The security officer training is designed to provide basic security instruction, while the in-service training is provided to help security personnel stay current on a variety of topics. Sizemore is compliant with the Georgia Board of Private Detectives and Security Agencies requirements for all Security Officers to receive a minimum of 24 hours of Basic Security Officer Training before an officer is assigned to a post. Listed below are some of the subjects included in Basic Security Officer Training that Sizemore Security provides to our officers:

Introduction to Asset protection & Security	Fire Protection & Life Safety
Human & Public Relations	Criminal Law & Criminal Liability
Report Writing	Civil Law & Civil Liability
Communications	Ethics, Deportment, and Professional Conduct
Patrols & Fixed Posts	Investigations
Physical Security & Crime Prevention	Emergency Situations

Upon assignment, each Officer will receive Site Specific Training for your facility. Subject matter for this training will be developed based on input from Sizemore and Bibb County School District. The training curriculum will be presented to Bibb County School District for review and approval.

Competency evaluations are completed annually to ensure Officers have retained the essential knowledge necessary to provide the security services required by our clients.



Standard Operating Procedures and Post Orders

Post orders typically include some or all of the following topics for Security Officers:

- Access Control
- Customer Service
- Emergency Procedures
 - Bomb Threat Procedures
 - Fire Prevention/Fire alarm Procedures
 - Utility (Electrical) Failure Procedures
 - Severe Weather Procedures
 - Medical Emergency Procedures
 - Workplace Violence Procedures
 - Active Shooter Procedures
 - Security Breach/Criminal Activity Procedures
 - Hazardous Material Procedures
- Emergency Notification Rosters
- Shift Duties
- Communications
- Lost & Found
- Site Maintenance Problems
- Alarm Systems
- Service of Legal Papers
- Report Writing
- Duty Performance & Conduct
- Code of Ethics
- Appearance
- Report Preparation
- Confidentiality
- Arrest Authority
- Use of Force

This Standard Operating Procedures and Post Orders summary will be modified to apply specifically to BIBB COUNTY SCHOOL DISTRICT.



Statement of Insurance Coverage

Sizemore's standard liability coverage, which greatly exceeds the industry standard, is listed below.

- | | |
|-------------------------|--|
| 1. Liability | \$ 1,000,000.00 Per Occurrence
\$ 5,000,000.00 Aggregate |
| 2. Workers' Comp | Meets all statutes and benefits requirements. |
| 3. Automobile | \$1,000,000.00 CSL |
| 4. Employers' Liability | Each Accident: \$ 1,000,000.00
Disease-PL: \$ 1,000,000.00
Disease-EE: \$ 1,000,000.00 |
| 5. Fidelity Bond | Each Incident \$ 100,000.00 |

Sizemore will provide an original Certificate of Insurance upon award of contract.

Hold Harmless Agreement

To the fullest extent permitted by law, Sizemore shall indemnify and hold harmless Bibb County School District , its subsidiaries and affiliates from all liabilities or damages to the extent caused by the negligent acts or omissions of Sizemore or anyone directly employed by Sizemore, in the performance of their work and/or services under this Agreement, and while acting within the course and scope of employment with Sizemore. The obligation of Sizemore under this agreement shall NOT extend to any claims or losses caused by or attributed to Bibb County School District , its subsidiaries and affiliates, and its employees or agents. The parties further agree that under no circumstances will Sizemore be required to indemnify and hold harmless Bibb County School District for the negligent acts, omissions or intentional conduct of Bibb County School District , its subsidiaries and affiliates, and its employees or agents.



**Proposed Cost of Services
For Bibb County School District
Macon, GA**

The proposed bill rates are based upon hourly contract for armed and unarmed security service billed monthly. Sizemore Security understands there could be additional hours based on special requests. A cost-of-living adjustment on the bill rate based on the State of Georgia's approved rate may be introduced on the contract anniversary each year.

Position	Pay Rate	Avg. Bill Rate	O/T-Holiday Bill Rate
Armed Security Officer	\$17.00	\$28.79 / hour	\$ 43.19/ hour
Unarmed Security Officer	\$15.00	\$25.24 / hour	\$37.86 / hour

Sizemore reserves the right to renegotiate the billing rate(s) for year 2025 and beyond based upon the potential increased costs resulting from the Employer Mandate portion of the Affordable Care in effect January 1, 2015. The true impact on any business is not fully known at this time as it is expected there will be substantial increases in employee healthcare costs and associated increases from the suppliers who provide supplies and equipment to Sizemore for use on our client locations.

An overtime pay rate and bill rate of time and one-half will apply to an officers' hourly wage when Bibb County School District requests additional security coverage with less than 48 hours advance notice and whenever BIBB COUNTY SCHOOL DISTRICT specifically requests a full-time officer work more than their normal 40-hour work week. It is Sizemore's intent to employ part-time officers who will be trained at Bibb County School District and utilized whenever possible to avoid overtime situations. Any overtime caused by Sizemore or employee issues resulting in overtime will not be charged to Bibb County School District.

Sizemore will pay, and invoice time and one half for six (6) holidays if a security officer works on a holiday at Bibb County School District. Sizemore Security Services recognizes the following holidays:

- New Year's Day
- Independence Day
- Thanksgiving Day
- Memorial Day
- Labor Day
- Christmas Day

Sizemore has included paid vacation in its rates to Bibb County School District. Security Officers will earn 0.77 an hour per 40 hours worked a pay period effective hiring date for the first three years. After three years of service associates will accrue PTO hours 1.54 hours of PTO per 40 hours worked a pay period.

The following items are included in the bill rates:

- Uniforms & Equipment
- Security Survey
- Standard Operating Procedures



Billing and Payment Terms: Sizemore will invoice on a weekly basis for services on a Monday through Sunday basis. All invoices are payable in full net 30 days from the Invoice Date. Late payment charges will be assessed on all payments received beyond terms.

Additional Services Available

At Sizemore we realize the growing concerns of safety and security whether at work or in public arenas. We continually seek to improve and refine our services and training. Sizemore has Certified Instructors available to train and certify security officers in the use of Less-Than-Lethal weapons. The option to utilize officers who are certified in the use of less than lethal force options could enhance the security of your facility.

Sizemore has a number of additional resources, training, and emergency preparedness services available for consideration. We have not quoted these additional services in the proposed rates but can provide pricing for the following items if desired.

CPR/First Aid/AED Training: Sizemore uses the American Heart Association training classes to certify security officers in these areas.

Taser® Training: Sizemore has a Certified Taser Instructor on staff and can schedule training and certify Security Officers in the use of Tasers. Tasers are used most often to subdue aggressive or violent behavior.

Pepper Spray Certification Training: Officers can be more effective in breaking up fights, deterring perpetrators, subduing violent suspects and otherwise responding with confidence when appropriate.

Technology: Sizemore Security realizes that the ability to quickly collect, deliver, and access the information that our security officers provide is critical. As a result of that understanding, Sizemore Security has partnered with TrackTik to manage our security officer reporting process. TrackTik's Security Officer Reporting App speeds the delivery of important information from our officers to our clients by delivering their reports via the web. The submitted reports are securely stored for web access allowing Sizemore Security and our clients to view them whenever they are needed.



References

McDuffie County Schools District

Cecil Strong, II Ed.D. Director of Auxiliary Services
716 North Lee Street
Thomson ,GA 30924
706-968-4055

United Way Central Georgia

George McCanless, President & CEO
277 Martin Luther King, Jr Blvd Suite 301
Macon, GA 31201
(478) 621-7794

McCormick County Courthouse

Columbus Stephens, Administrator
610 South Mine Ste
McCormick, SC 29835
(864) 852-2231



Proof of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MAI Risk Advisors 3512 Wheeler Rd Augusta INSURED Sizemore, Inc. Post Office Box 555 Augusta	GA 30909 GA 30903	CONTACT NAME: Morgan Hawkins PHONE (A/C, No, Ext): (706) 722-8338 FAX (A/C, No): (706) 722-8828 E-MAIL ADDRESS: Morgan@mainriskadvisors.com INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company INSURER B: Zurich American Insurance Co INSURER C: National Casualty Company INSURER D: INSURER E: INSURER F:	NAIC # 11150 18535 11991
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COVERAGES CERTIFICATE NUMBER: 24-25 Security REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR	TYPE OF INSURANCE	ADDL INSD	SUBR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual ☒ Professional GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:				BSPKG0084120	03/01/2024	03/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMPO/AGG \$ 5,000,000 Employee Benefits \$ 1,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ \$250 Comp ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY ☒ \$500 Coll.				BAP2925262-03	03/01/2024	03/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	UMBRELLA LIAB EXCESS LIAB DED ☒ RETENTION \$ 10,000				BSFXS0088203	03/01/2024	03/01/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A	WC 2925261-03	03/01/2024	03/01/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Employee Dishonesty Third Party				PHQ2309025	03/01/2024	03/01/2025	Limit \$1,000,000

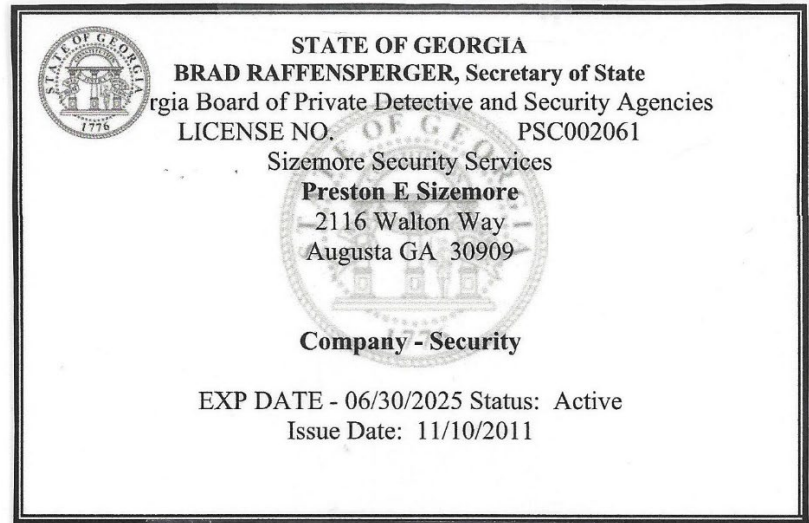
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Bibb County Public School District 484 Mulberry Street, Suite 330 Macon GA 31201	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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A pocket-sized license card is below. Above is an enlarged copy of your pocket card.

Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificate suitable for framing are available at cost, see board fee schedule. To order a wall certificate. Please order from the web site – www.sos.ga.gov/plb.

Please refer to Board Rules for any continuing education requirements your profession may require.

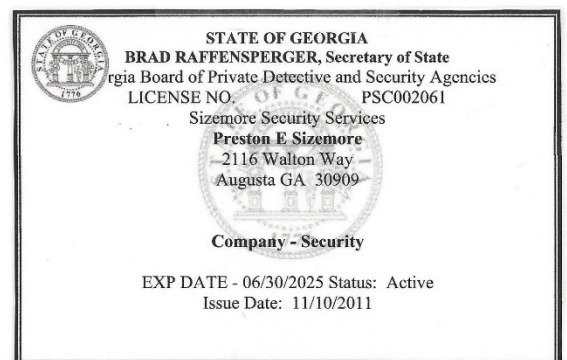
Georgia State Board of Professional Licensing

237 Coliseum Drive

Macon GA 31217

Phone: (404)-424-9966

www.sos.ga.gov/plb





Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company
Farmington Casualty Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, St. Paul Fire and Marine Insurance Company, and Farmington Casualty Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Russell E. Vance**, of **Hartford, CT**, their true and lawful Attorney(s)-in-Fact, to sign, execute, seal and acknowledge the following bond:

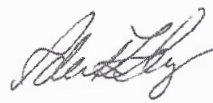
Surety Bond No.: 400HD6969

Principal: **SIZEMORE, INC.**

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.



State of Connecticut

By: 
Robert L. Raney, Senior Vice President

City of Hartford ss.

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **02** day of **March, 2024**.




Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.



GEORGIA BOARD OF PRIVATE DETECTIVE & SECURITY AGENCIES

STATE OF GEORGIA

BOND

BOND NUMBER: 400HD6969

Richmond

COUNTY

KNOW ALL MEN BY THESE PRESENTS

That we, SIZEMORE, INC., as
Principal/Licensee, and

Travelers Casualty and Surety Company of America as Surety/Company, are held and firmly bound unto **HIS EXCELLENCY**, Governor of Georgia, and his successors in office in the just sum of **TWENTY-FIVE THOUSAND AND NO/100 (\$25,000) DOLLARS**, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors and administrators, each and every one of them, jointly and severally, by these presents.

It is further understood and agreed that this bond is for a period beginning on the 10 day of June, 2024, and ending on the 10 day of June, 2025.

Whereas, the above bound Principal/Licensee has made application to the Georgia Board of Private Detective & Security Agencies for a license as Private Detective/Security Agency in accordance with the laws governing the Private Detective and Security Agencies in the State of Georgia;

It is a condition of this bond that the said Principal/Licensee is to comply with all of the laws governing the acts of Private Detective and Security Agencies in Georgia.

A further condition of this bond is that the Principal/Licensee and Surety/Company to this bond shall be subject to suit by action thereon for the purpose of indemnifying any persons aggrieved by any act of the Principal/Licensee, which act is in violation of Code Section 43-38 and would be grounds for denial, suspension, or revocation of a license under Code Section 43-38-11. Any and all damages paid shall not exceed the amount of this bond.

Now, should the said Principal/Licensee, faithfully perform all his duties under Code Section 43-38 as a Private Detective/Security Agency during the term for which he has been licensed, then the above bond is to be void upon expiration of his license, else to be in full force and effect.

IN WITNESS WHEREOF, the Principal/Licensee and Surety/Company have caused these presents to be duly signed and executed under seal, this 02 day of March, 2024.

Travis S. Weimer, CFO

Signature of Principal/Licensee

Travelers Casualty and Surety Company of America

Surety/Company – Name of Company

One Tower Square, Hartford, CT 06183

Address

Countersigned:

Morgan Hawkins

Resident Agency

Russell E. Vance

By Attorney-in-Fact

Russell E. Vance

IMPORTANT: BOND MUST BE SIGNED – POWER OF ATTORNEY MUST BE ATTACHED

CANCELLATION CLAUSE – No licensee shall cancel or cause to be canceled a bond ... issued pursuant to this Code section unless the board is so informed in writing by certified mail or statutory overnight delivery at least 30 days prior to the proposed cancellation. O.C.G.A. Section 43-38-6(d)(1).





BIBB COUNTY SCHOOL DISTRICT

BIBB COUNTY PUBLIC SCHOOLS – Request for Proposal

RFP # 25-008

RFP TITLE: Security Services – RFP

RFP Schedule -

Date & Time

RFP Issued	09/06/2024
Pre Bid Meeting	09/18/2024 @ 10 am, EST. Microsoft Teams Need help? Join the meeting now Meeting ID: 210 203 016 955 Passcode: Gz5HQu
	Dial in by phone +1 478-239-0720,,685151950# United States, Macon Find a local number Phone conference ID: 685 151 950# For organizers: Meeting options Reset dial-in PIN
Deadline for Questions	09/25/2024 @ 8 am, EST.
RFP Due Date and Time	10/07/2024 @ 8 am, EST.
Proposals must be received by the due date and time. No late proposals will be accepted.	

RFP Buyer Contact Information

Name	Elaine M Wilson - Beverly
E-Mail	Elaine.Wilson@bcsdk12.net ;
Any inquiries or requests regarding clarification of this RFP document shall be submitted to the buyer in writing. Offerors may contact ONLY the buyer regarding the terminology stated in the procurement documents.	

RFP Submittal Location

All Submittals are completed Via BONFIRE:	https://bcsdk12.bonfirehub.com/portal/?tab=openOpportunities . Registration is FREE – A valid account is needed to review the bid opportunity.
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RFP Term

Bibb County Public Schools reserves the right to enter a four (4) year contract with the awarded Offeror(s). One year with three-year renewals if deemed necessary and projected funding.
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Good day,

The Bibb County School District takes this opportunity to announce that we are requesting bids for Armed Security Services, for the District at several locations within the Bibb County School District.

All bids will be evaluated as described in the attached document time is of the essence and any bids received after the announced time and date for submittal whether by mail or otherwise, will be rejected.

Late bids received will be so noted in the bid file in order that the vendor's name will not be removed from the subject commodity/service list. Late bids will not be considered.

If you have any questions concerning this bid, please submit them in writing to Elaine M. Wilson, Elaine.wilson@bcsdk12.net.

In addition, all communication relating to this bid solicitation, either before or after the bid opens, must be coordinated through the Purchasing Department to Elaine Wilson, via email ONLY; Elaine.Wilson@bcsdk12.net.

Elaine M. Wilson
Procurement Director



Introduction/Background:

The Bibb County School District is seeking proposals from qualified vendors to provide Armed and Unarmed Security Services, as described in the specifications. This is a one year with renewal options. The Bibb County School District has over 20,000 students along with 38 sites, as well as 25 departments. We have one centralized custodial department located at 4580 Cavalier Drive, Macon GA 31204. However, we have 38 Schools and various departments that house custodians.

1. Invitation:

The procurement office, on behalf of the Bibb County School District, would like to extend a formal offer to all qualified contractors according to the specifications indicated within this RFP. Please carefully review all sections of the RFP along with the Closing Date and Time. All questions pertaining to this RFP should be emailed to the Procurement Director, Elaine M. Wilson, Elaine.wilson@bcsdk12.net,

The funding will be General Funds (State)

2. Scope of Services:

In the sphere of public relations, the District Security Guard plays a vital role in promoting a positive image of the District. The Security Guard shall demonstrate a professional appearance, positive attitude, and willingness to assist when interacting with the public or District employees. It is important to display the following qualities: dependability, patience, attentiveness, and helpfulness while on duty for the District. Contractor shall provide armed and unarmed uniformed security services in and around Central Office, SOAR and HCCA/MidSouth properties on a 9 hour-a-day, 7:30 AM to 4:30 PM, paid lunch hour, 5 day-a-week basis, or as otherwise indicated per site specifications. Contract security personnel will provide a variety of service, implementing Bibb County School District's security objectives according to policies and procedures which may include but is not limited to the following general tasks: entry and egress access control, roving patrols of interior and exterior building areas, visitor and building employee identification verification, incident and daily operating reports, monitoring and responding to base building intrusion detection systems, alarms and fire detection equipment, responding as necessary to support other life safety duties as identified in post orders and standard operating procedures.

Security Company Management and Staffing Plan:



A designated Security Company Contract Manager shall be assigned to the District. The Contract Manager shall meet with District representatives a minimum of four times per year at a time and location designated by the District. The purpose of the meeting shall be to discuss any contract compliance issues, security guard personnel issues, or performance. The Contract Manager shall ensure issues are resolved to the satisfaction of the District within two business days or a reasonably agreed upon time by both parties.

The assigned Security Officers shall be trained in CPR and certified by the State of Georgia. The District shall have the authority to approve the assigned security guard to the District accounts. At the sole discretion of the District, a security guard may be requested to be re-assigned from a District facility or assignment immediately. A replacement security guard will be assigned immediately by the Security Company.

Security officers or guards assigned shall be required to pass a Background Check with the District Police Department prior to being assigned to a District facility.

Contractor shall provide appropriate and necessary management and supervision 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 shall develop a comprehensive set of Post Orders documenting both general procedures as well as a site-specific responsibilities. Post Orders shall be prepared prior to the commencement of the contract and must be reviewed and approved by Bibb County School District's management with thirty (30) days from commencement of Contractor's services to Bibb County School District. All security officers will be required to read and verify they understand the Post Orders and at minimum, shall be tested during the On-The-Job Training (OJT) period, annual 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 Bibb County School District's standards.

Contractor is responsible for the daily personal appearance of security personnel. Contractor shall provide seasonal uniforms and weather-appropriate protective clothing necessary to support continuous performance of contract requirements.

Contractor shall agree to remove from the site, whenever required to do so by Bibb County School District, any employee considered by Bibb County School District to be unsatisfactory or undesirable to Bibb County School District, within the limits of any applicable laws.

Contractor shall administer all cost accounting and billing relative to this contract.

Contractor shall respond as necessary to accommodate additional duty hours as may be requested by Bibb County School District.



Overtime Hours:

The District may, with prior notification to the contractor, request additional services that could result in overtime hours.

District Departments are required to request security guard services via phone or email with the Security Guard company at least (5) business days in advance. Security guard requests that comply with the five (5) business day advance notice will not be charged for overtime hours due to Contractor related staffing shortages.

Contractor may not charge overtime due to Contractor related staffing shortages.

Attendance and Reporting Hours:

The assigned guard shall check in at the start of their shift with the Department representative to obtain Post Orders.

The Security Company shall ensure that the guard is posted on time and/or provide a backup security guard to cover the shift.

The reporting hours worked are to be logged on the Daily Patrol summary. The daily Patrol Summary and any District equipment such as cellular phone, keys and clipboard are to be left at the end of each shift.

A daily report of patrols at District facilities shall be emailed to the requesting department by 8:00 am the following business day.

Security guard hours may be subject to change at any time. The District will notify the successful vendor prior to any changes in the current schedule.

Invoicing:

Invoices shall be rendered monthly, sent to the following address:
District Attn: Capital Programs 484 Mulberry Street, Suite 330,
Macon, GA
31201

Invoicing shall be weekly with District Facility name, security office name, total number of hours, hourly rate, and Department name requesting the services.

Fuel Surcharge

The District will not accept fuel surcharges. All ancillary costs must be included in the contractor's hourly rates.



BIBB COUNTY SCHOOL DISTRICT

Rules of Conduct:

1. Officers using an intoxicant or a controlled substance while on duty or reporting for duty under the influence of an intoxicant or controlled substance, including prescribed and non-prescribed drugs, will be subject to immediate dismissal. Officers suspected of being under the influence will be reported to the security company.
2. Officers leaving their post unsecured or without proper relief will be subject to dismissal.
3. Officers are not to use a vehicle to patrol District; foot patrol of the building is required.
4. Officers must always be attentive while on duty. Officers observed sleeping on duty will be subject to dismissal.
5. Officers will not use or view their cellphone/smartphone screen or have in their possession any type of tape player/radio, or television while on duty. (With the exception of security camera monitors,)
6. Officers are in daily contact with numerous employees and the public. A neat and clean appearance is required at all times while on the premises of Bibb District facilities. Officers will wear the uniform provided by the Company while on duty and will keep the uniform clean at all times.
7. Smoking is not permitted in District facilities nor on District property. Officers are not permitted to smoke while on duty, except while on break and must stay 20 feet away from District buildings.
8. Officers will keep all personal commentary regarding the District, employees and public to themselves and not discuss with public.
9. While working at an after-hour event, Officer is not to intermingle with party. If the party offers the Officer food, then party member is to bring to the guard desk; at no time will the Officer serve themselves.
10. Officers are responsible for the cleanliness of the security desk and immediate surrounding area.
11. Officers are not to use District phone except for District business and emergency purposes. Officers using District phones for personal business will be responsible for any cost incurred.
12. Officers are not to use District computers except for official use only and if pre-approved by District staff that oversees security guard.
13. Officers must obey all vehicle regulations when driving on District property.
14. Officers will be responsible for all equipment assigned to them, such as cellular phones and keys.
15. Officers are to assist in the enforcement of District rules and regulations and therefore must be careful to abide by the rules.
16. Officers must make every effort to maintain a good working relationship with all District employees.
17. Officers must not solicit favors from anyone.

Altercation Policy

If there is an altercation involving citizens, the guard shall take all measures to handle it diplomatically and calmly. The individual shall be quietly escorted from the building or



BIBB COUNTY SCHOOL DISTRICT

encouraged to stop the altercation. If the situation cannot be handled in that manner or if the guard finds unauthorized individuals in the building or patrol area, he/she shall contact the Police/Fire Department Communications Center at 478-779-2040 and await assistance to take further action. Under no circumstances should the guard attempt to physically stop fights or remove people from the building. If the altercation is life threatening or too serious to wait for a response from the Desk Officer, contact 911 immediately. **NEVER APPROACH ANYONE WITH A WEAPON, CALL 911**

Fire Alarm and Evacuation:

If the fire alarm sounds or it becomes clearly apparent that District must be evacuated due to an emergency, you shall:

1. Report the nature of the emergency to the Police/Fire Communications by calling 911.
2. Contact Campus Police.
3. Depending on the nature of the emergency, respond to the designated evacuation zone or to a safer location to meet with the first emergency personnel to respond.
4. Provide emergency personnel with a list of known occupied and/or meeting rooms within District.
5. Evacuate occupants to designated evacuation area.
6. Follow emergency personnel instructions and remain outside of District until the building has been cleared for re-occupancy.
7. District evacuation maps will be given to successful vendor. The Security Guard shall be familiar with the location of evacuation maps and safe routes at all assigned locations.

SECURITY GUARD SCHEDULES, LOCATIONS, AND POST ORDERS

Central Office, 484 Mulberry St.
7:30 AM to 4:30 PM
Monday through Friday
Armed Guard

SOAR, 2011 Riverside Dr.
7:30 AM to 4:30 PM
Monday through Friday
Armed Guard

HCCA/MidSouth, 1780 Anthony Rd.
7:30 AM to 4:30 PM
Monday through Friday
Armed Guard



BIBB COUNTY SCHOOL DISTRICT

3. Proposal Information:

Submitted as a PDF Document ensure to include the following information.

4. Evaluation:

a. Responsive/Scheduling	100 points
b. Company Overview	50 points
c. Cost	300 points
d. Experience Staffing	150 points
Total Possible Points	600 points

The contract, if awarded, will be awarded to the responsible bidder. Product quality, service issues and other factors stipulated above must be met to the satisfaction of the Board for a bid to be considered responsive. The Bids will be evaluated with the following Criteria.

5. INTERPRETATION/ADDENDA:

If any questions should arise pertaining to the RFP Documents, the bidders may email the Director of Procurement, Elaine M. Wilson, Elaine.wilson@bcsdk12.net please include the RFP number in the Subject line, in order to guarantee a response to the question submitted. The questions should be received prior to the deadline within the **TENTATIVE TIMELINE**.

ADDITIONAL INFORMATION:

We have provided documentation to be reviewed for these appraisals we asked if you have any other questions, or concerns. Please mail the Procurement Office, utilizing the email Elaine.Wilson@bcsdk12.net, please make sure you put your bid number in the subject line, and your questions will be addressed in a timely manner.

A. "Responsive" Bidder Criteria

- Capability of providing report as indicated
- Warranties /Guarantees
- Ability to meet specifications/bid documents as indicated.
- Service and Support Capability
- Documented licensed as required by the State of Georgia
- Applicable Bond Information as needed
- Responsible Award Amount for the Bibb County School District

B. Cancellation/Default of Contract



In the event the successful bidder, through any cause, should fail to fulfill the agreed upon obligations in an effective and timely manner, the Board shall have the right to terminate its contract by specifying the date of termination in a written notice to the selected vendor at least thirty (30) days before that termination date. The Board also reserves the right to procure the articles or services from other sources and hold the defaulting vendor responsible for any excess cost incurred.

C. Indemnity Provisions

Where bidder is required to enter or go onto property to provide services or gather information, the bidder shall be liable for any injury (including death), damage or loss occasioned by negligence of the bidder, his agent, or any person the bidder has designated to visit Board property and shall indemnify and hold harmless the Board, its officers, employees, agents and volunteers from any liability arising offerors should not include an indemnity or hold harmless agreement from the Board in any proposal. The Board will not be bound by any such agreement. Board Policy provides in part: No contract, provision, agreement or term of any procurement, contract or agreement with the Board shall obligate the Board or System to indemnify, save or hold harmless any vendor for any future claim, loss, expense or liability.

D. Errors in Bids

Bidders or their authorized representatives are expected to fully inform themselves as to conditions, requirements, and specifications before submitting bid proposals. Failure to do so will be at the bidder's own risk. The bidder may withdraw a bid prior to the bid opening date and time by requesting to do so in writing.

E. Standards of Acceptance of Bid Proposal for Contract Award

The Board reserves the right to reject all bids and to waive any irregularities or technicalities in proposals received whenever such rejection or waiver is in the best interest of the Board. The Board has the right to disqualify a bid of any bidder as being unresponsive when such bidder cannot document its ability to deliver requested services or when investigation shows it is not able to perform the contract.

F. Compliance with Laws

The bidder shall obtain and maintain all licenses, permits, liability insurance, worker's compensation insurance and comply with all other standards or regulations required by Federal, State, or County statutes, ordinances and rules during the performance of any contract between the Board and the bidder. Any such requirement specifically set forth in any contract document between the bidder and the Board shall be supplementary to this section and not in substitution thereof.

G. PRICING



BIBB COUNTY SCHOOL DISTRICT

Pricing on this RFP must be firm and remain open for a period of not less than 180 days from the proposal due date.

H. BCSD NONDISCRIMINATION

The contractor, by the submission of a proposal or the acceptance of a contract, does agree that he will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor shall take appropriate action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, rates of pay or other forms of compensation and training. In the event of the contractor's noncompliance with the nondiscrimination policy of the BCSD, any contract or purchase order may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible to transact further.

I. UTILIZATION OF MINORITY AND SMALL BUSINESS ENTERPRISES AND LOCAL AND MINORITY LABORERS

Minority and Small Business Subcontractors. The Owner has adopted a policy indicating its desire to increase the opportunity for participation by minority business enterprises and small business concerns in all its construction projects. The Contractor acknowledges this policy and agrees that it will actively solicit and encourage bids from qualified subcontractors identified by the Minority Assistance Corporation or other agencies as minority business enterprises. The Contractor shall also actively encourage and solicit bids from subcontractors who qualify as small business concerns.

Utilization of Minority and Local Labor. It is the policy of the Owner that the contractor and all subcontractors shall, consistent with efficient contract performance, utilize to the maximum extent possible minority and local laborers and mechanics as on-site employees. The Contractor acknowledges this policy and agrees that the on-site labor force of contractors and all subcontractors shall include a meaningful representation of skilled and unskilled local and minority laborers and mechanics, consistent with the efficient performance of this contract. Meaningful representation for minorities means the employment of minority laborers and mechanics in at least the same proportion that minorities are represented in a discrete construction skill or craft in Bibb County and all adjacent counties, provided such individuals are available at the time of need. Meaningful representation of local laborers and mechanics means that at least 75% of the on-site work force of contractor and all subcontractors, taken as a whole, shall reside in the Bibb County and surrounding counties, provided such individuals are available at the time of need.

J. DRUG-FREE WORKPLACE



BIBB COUNTY SCHOOL DISTRICT

By submission of a proposal, the Offeror certifies that he/she will not engage in the unlawful manufacture, sale distribution, dispensation, possession, or use of a controlled substance or drug during the performance of the contract and that a drug-free workplace will be provided for the contractor's employees during the performance of the contract. The Offeror also certifies that he will secure from any subcontractor who works on the contract, written certification of the same drug free workplace requirements. False certification or violation by failing to carry out requirements of O.C.G.A. 50-24-3 may cause suspension, termination of contract, or debarment of such Offeror.

K. CERTIFICATION OF NONCOLLUSION

By submitting a proposal the Offeror certifies: "that this proposal is made without prior understanding, agreement, or connection with any corporation firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. That collusive pricing is understood to be a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards."

L. IMMIGRATION REFORM AND CONTROL ACT

Offerors must abide by all federally mandated laws enforced by United States Department of Homeland Security which are established to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA) P.L. 99-603), in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

M. AUTHORIZED OFFICIAL

It is agreed that all conditions of the proposal shall be abided and that the person signing this proposal is authorized to sign the proposal for the Offeror.

N. SOLICITATION TERMINATION

In any event in which this solicitation is terminated or cancelled, in whole or in part, or all proposals are rejected, there shall be no liability on the part of BCSD for any costs incurred by Offerors or potential Offerors in relation to the solicitation.

O. RIGHTS AND REMEDIES

The rights and remedies of BCSD provided above shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

P. BEST AND FINAL OFFER

The District will utilize the final bid as the Best and Final Offeror from each responder.

Q. TYPE AND TERM OF CONTRACT



BIBB COUNTY SCHOOL DISTRICT

The district intends to sign a contract with one respondent(s) to fulfill the requirements in this RFP. The term of the contract shall be for one year with the option of renewals (4) four.

The proposals should not include any tax from which the State is exempt.

R. COMPLIANCE CERTIFICATION

Responses to this RFP serve as a representation that it has no current or outstanding criminal, civil, or enforcement actions initiated by the State and/or other District, and it agrees that it will immediately notify the District of any such actions. The Respondent also certifies that neither it nor its principals are presently in arrears in payment of its taxes, permit fees or other statutory, regulatory or judicially required payments to the District. The Respondent agrees that the District may confirm, at any time, that no such liabilities exist, and, if such liabilities are discovered, that District may bar the Respondent from contracting with the District, cancel existing contracts, withhold payments to setoff such obligations, and withhold further payments or purchases until the entity is current in its payments on its liability to the District and has submitted proof of such payment to the District.

S. INSURANCE

When the selected contractor has been identified, he will be notified of the necessity to provide required insurance. Proof of insurance shall be provided within 15 days of the date of written notification to the contractor.

Worker's Compensation and Employer's Liability Insurance

The contractor shall procure and maintain Worker's Compensation and Employer's Liability Insurance in the following limits. Such insurance is to cover each and every employee who is or may be engaged in work under the contract.

Worker's Compensation Limits: Statutory
Employer's Liability Limits:

Bodily Injury by Accident	\$ 100,000 each accident
Bodily Injury by Disease	\$ 100,000 each employee
Bodily Injury by Disease	\$ 100,000 policy limit

Contractor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the workers compensation and employer's liability or commercial umbrella liability insurance obtained by Contractor pursuant to this agreement. The Waiver of Our Right to Recover from Others Endorsement, ISO Form SC 00 03 13 shall be attached to the policy showing the Owner listed in the Schedule.

Commercial General and Umbrella Liability Insurance

The Contractor shall procure and shall maintain commercial general liability (CGL) and if necessary, commercial umbrella insurance with a limit of not less than \$250,000 each occurrence, as shall protect him and any Subcontractor performing Work covered by this



BIBB COUNTY SCHOOL DISTRICT

Contract from claims for damages for bodily injury, including accidental death, as well as from claims for property damages, which may arise from operations under the Contract Agreement, whether such operations are by himself or by any Subcontractor or by anyone directly or indirectly employed by either of them.

- (1) Comprehensive Form
- (2) Contractual Insurance
- (3) Personal Injury
- (4) Broad Form Property Damage
- (5) Premises - Operations
- (6) Completed Operations

This coverage shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under the contract. Policy coverage must be on an occurrence basis.

The Board assumes no responsibility or obligation to respondents and will make no payment for any costs associated with the preparation or submission of the bid proposal. Bidders are encouraged to carefully review all provisions and attachments of this document prior to submission. Each bid proposal constitutes an offer and may not be withdrawn except as provided herein. ***

Bid Table

Requested Services	Total Amount of Bid
Armed Officer Hourly Rate	\$28.79
Unarmed Officer Hourly Rate	\$25.24

ATTACHMENT A
Certification Letter

(Form must be completed and returned with bid.)

I certify that I have read and understand the terms and conditions herein. I further state that I am and/or my company is capable, able to, and will provide the requested product(s) and/or service(s) described herein. I am the owner or agent of the company stated below and am authorized and empowered to contract. By my signature on this RFQ, I/we guarantee and certify that all items included in my bid meet or exceed specifications.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this bid for the Contractor.

SUBMITTED BY Thomas E. Sizemore DATE _____

TITLE Chief of Operations EMAIL: esizemore@sizemoreinc.com

COMPANY NAME Sizemore, Inc.

ADDRESS 2003 Gordon Hwy CITY Augusta ST GA ZIP 30909

TELEPHONE NUMBER 706736-1458 FAX NUMBER 706-736-1170

COMPANY WEBSITE www.sizemoreinc.com

SIGNATURE _____

DO YOU ACCEPT VISA? Yes

ADDITIONAL FEE IF PAYMENT MADE WITH VISA: 3.5%

ATTACHMENT B

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Bibb County School District has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

72698

Sizemore, Inc.

Name of Contractor

Bibb County School District

Name of Public Employer

Date of Authorization

February 12, 2025

Name of Project

Bibb County School District

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on February, 12th, 2025 in Augusta (city), GA (state).



Signature of Authorized Officer or Agent

Andrea Skywark VP, HR

Printed Name and Title of Authorized Officer or Agent

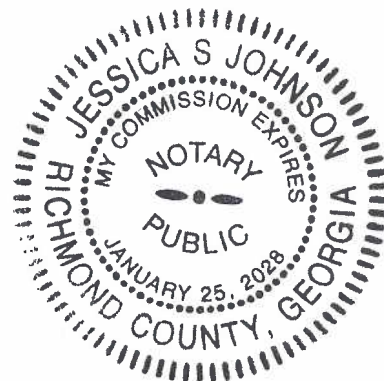
SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 12TH DAY OF February, 2025.


NOTARY PUBLIC

My Commission Expires:

January 25, 2028





E-VERIFY AFFIDAVIT
Contractor Affidavit under O.C.G.A. § 13-10-91(b)(I)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to each, every, and any contract to which Contractor is a party with **Bibb County School District** that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify **Bibb County School District** in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contractor's contract with **Bibb County School District**;
- e) The Contractor will subcontract for the performance of services in satisfaction of such contract only with subcontractors who complete, sign, notarize, and provide the Subcontractor Affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c) prior to beginning the performance of services;
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into each, every, and any contract(s) with **Bibb County School District** subject to the provisions of O.C.G.A. § 13-10-91 to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to **Bibb County School District** within five business days of receipt.

72698
 Federal Work Authorization User Identification Number

February 12, 2025
 Date of Authorization

Sizemore, Inc.
 Name of Contractor

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on February, 12th, 2025 in Augusta (city), Georgia (state).

Andrea D. Skywark

Signature of Authorized Officer or Agent

Andrea D. Skywark, Vice President, HR

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
 ON THIS THE 12th DAY OF February, 20 25.

Jessica S. Johnson
 NOTARY PUBLIC
 My Commission Expires: January 25, 2028





ATTACHMENT C

Certificate Regarding Debarment, Suspension, Ineligibility
(Form must be completed and returned with bid.)

The Bibb County School District is a recipient of Federal monies. As such we require that participating vendors not be debarred, suspended, ineligible or excluded from doing business with the Federal government or any agency thereof.

The prospective participant certifies, by submission of the bid, that neither it, nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in this transaction by any Federal department or agency.

Sizemore, Inc.

Organization Name

Thomas E. Sizemore Chief Operating Officer

Name(s) and Title(s) of Authorized Representative(s)

Thomas E. Sizemore

Signature(s)

2/26/2025

Date



ATTACHMENT D

Non-Collusion Affidavit

(Form must be completed and returned with bid.)

Bibb County Board of Education, Macon GA 31208

I state that I am Chief Operating Officer of Sizemore, Inc.
Title Name of Company

And that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid and I state that this bid is made in good faith.

I state that:

1. The price(s) and amounts of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder, or potential bidder; neither the approximate price(s) have been disclosed nor will they be disclosed before bid opening to any other contractor, bidder or potential bidder.
2. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complimentary bid.

Sizemore, Inc., its affiliates, subsidiaries, officers,
Name of Company

Directors and employees are not currently under investigation by any government agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Bibb County Board of Education of the true facts relating to submission of bids for this contract.

Thomas E. Sizemore
Name/Date

Chief Operating Officer
Title or Position

Thomas E. Sizemore
Signature



Attachment E
OFFEROR AFFIRMATION FORM:

Company Name: Sizemore, Inc.
RFI Name: 25-021 REBID of Security Services
RFI Number: 25-021 REBID of Security Services

After careful examination of the solicitation document in its entirety, _____ and any addendum(s) issued, the undersigned proposes to satisfy all requirements in accordance with said documents.

For Consideration of this proposal, the undersigned hereby affirms that:

1. He/She is a duly authorized official of the offeror.
2. NO changes were made to the original RFI document,
3. The proposal is being submitted on behalf of the offeror in accordance with any terms and conditions set forth in this document.
4. The offeror will accept any awards made to it as a result of the proposal submitted here in for a minimum of one hundred and twenty (120) days following the date of submission.
5. The offeror will accept the terms and conditions set forth in the contract template attached here to.

If notified in writing by mail or delivery of the acceptance of the award, the undersigned agrees to furnish and deliver to the assigned procurement professional within five (5) days of the request, a certification of insurance indicating the coverage specified within this solicitation.

A contract shall be established which will set forth the terms of this agreement. The contract shall be interpreted, constructed, and give effect in all respects according to the laws of the State of Georgia.

Nondiscrimination in Employment: We, the supplier of goods, materials, equipment and services covered by this bid or contract, have not discriminated in the employment, in any way, against any person or person, or refused to continue the employment of any person or persons on account of their race, color, sex, religion, national origin, marital status, sexual orientation, age, or disability.

Respectfully Submitted,

Company Name Sizemore, Inc.

Authorized Official Name
Thomas E. Sizemore
Title: Chief Operating Officer

Signature
Thomas E. Sizemore
Date: 2/26/25

E-mail Address: esizemore@sizemoreinc.com

The legal name of the bidder is: Sizemore, Inc.

PLEASE PRINT OR TYPE RESPONSE

Attachment F
CERTIFICATE OF NON-COLLUSION

By responding to this solicitation, the supplier understands and agrees to the following:

That the submitted response constitutes an offer, which when accepted in writing by the State Entity, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and the State Entity; and

That the supplier has read the specifications and requirements shown or referenced in the solicitation and that the supplier's response is made in accordance with the provisions of such specifications and requirements except as expressly stated otherwise in the supplier's response; and

That the supplier guarantees and certifies that all items included in the supplier's response meet or exceed any and all such stated specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and

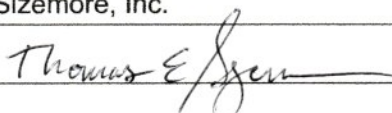
That, if awarded a contract, the supplier will deliver goods and/or services that meet or exceed the specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and

That the response submitted by the supplier shall be valid and held open for a period of **one hundred and twenty (120) days (or such other time period as identified in the solicitation)** from the final solicitation closing date and that the response may be held open for an additional period of time subject to the supplier's consent; and

That the supplier's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The supplier understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and

That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect.

DO NOT MODIFY THE BID/PROPOSAL CERTIFICATION TERMS IN ANY WAY. THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED WITH YOUR RESPONSE.

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	Sizemore, Inc.
Authorized Signature:	
Printed Name and Title of Person Signing:	Thomas E. Sizemore Chief Operating Officer
Date:	2/26/25
Company Address:	2003 Gordon Hwy, Augusta, GA 30909
FAX Number:	706-736-1170
Email Address:	esizemore@sizemoreinc.com
*This table must be completed in its entirety by the supplier.	