



PURCHASING DEPARTMENT  
1772 County Services Parkway  
Marietta, Georgia 30008-4012  
(770) 528-8400/FAX (770) 528-1154

Mark Kohntopp  
INTERIM DIRECTOR

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**ADDENDUM No. 1**

**Sealed Bid # 10-5523  
Annual Contract  
Alarm Monitoring Services for Cobb County Government Facilities  
DATE: September 7, 2010**

Page 1 of 8

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

**Proposers shall acknowledge receipt of this addendum.**

Include this original form inside your proposal package.

**This Addendum consists of:**

- **Minutes of the August 31, 2010 Pre-Bid Meeting**
- **Modifications of the specifications**
- **Revised Bid Form**
- **Exhibit A – Property Management Alarm Sites (Revised)**
- **Pre-Bid Meeting Attendee List**

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**All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.**

**Electronic / faxed bid response will not be considered.**

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**I acknowledge that I have received Addendum No. 1**

**Sealed Bid # 10-5523  
Annual Contract  
Alarm Monitoring Services for Cobb County Government Facilities**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Sent to Purchasing

\_\_\_\_\_  
Please Print Name

Please sign, date, and return this form ONLY to:  
Cobb County Purchasing Department  
Fax #: 770-528-1154  
E-Mail: [purchasing@cobbcounty.org](mailto:purchasing@cobbcounty.org)

Please note: The deadline for questions is: September 7, 2010 by 5:00 pm  
Any questions received after this deadline will not be considered.

**Cobb County SEALED BID 10-5523**  
**Alarm Monitoring Services for Cobb County Government Facilities**

**ADDENDUM #1 – DATED September 7, 2010**

BIDDERS ACKNOWLEDGE RECEIPT OF ADDENDA BY INSERTING THEIR NUMBER AND DATE ON THE BID FORM. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION. ADDENDA FORM PART OF THE CONTRACT DOCUMENTS.

IN THE EVENT OF A CONFLICT BETWEEN THESE ADDENDUM ITEMS AND THOSE IN THE OTHER PARTS OF THE CONTRACT DOCUMENTS, THESE ADDENDUM ITEMS SHALL TAKE PRECEDENCE AND GOVERN.

**Item # 1: Minutes from the pre-bid meeting held August 31, 2010:**

**I. County Bidding Requirements**

Daphne Bailey, Cobb County Purchasing, outlined the general bid rules. She reminded bidders of the following:

- ◆ **The bid must be received at Purchasing by 12 PM on September 16, 2010.** It will not be accepted after that time.
- ◆ Bids will be publicly opened 2:00 p.m. on September 16, 2010 at Purchasing. The bid opening may also be viewed via a live stream of the meeting available at [www.cobbcounty.org](http://www.cobbcounty.org) tv23 icon.
- ◆ There should be 3 copies in addition to the original, with the original clearly marked.
- ◆ Please place the bid label provided on the outside of the bid package. If the label is not used, the bidder's name, with bid name, number and due date must be clearly visible on the outside of the package, since accidental opening would cause it to no longer be a sealed bid. If more than one package or box is used, clearly mark information on all packages and number packages as #1, #2, etc.
- ◆ A bid bond covering five percent (5%) of the base bid amount must be included, or the County cannot read or otherwise accept the bid. A certified or cashier's check can be in lieu of the Bid Bond or it can be in cash with proof of identification.
- ◆ All questions are to be sent to the Purchasing Department via facsimile @ 770-528-1154 or E-mail at [Purchasing@cobbcounty.org](mailto:Purchasing@cobbcounty.org) no later than 5:00 PM on September 7, 2010. Place the bid number and bid name on all correspondence.
- ◆ The Georgia Security and Immigration Act Affidavit is required to be submitted with the bid. Bidders must sign and notarize the form and include with their bid, or the County will not read or otherwise accept the bid.
- ◆ Minutes of this meeting, with an attendance list, will be provided via this addendum.
- ◆ All addenda for this bid are available for viewing and downloading from the Cobb County Purchasing Dept. website, <http://purchasing.cobbcountyga.gov/> under the bid opportunities section for this bid. It is the responsibility of Bidders to view the website and all addenda, and to note addenda on their bid form.

**II: Introductions – Cobb County Staff**

In addition to Ms. Bailey, the following Cobb County staffs were introduced:

From Cobb County Property Management: Scott Barfield, Operations and Maintenance Manager; Jesse Hawk, Emergency Systems Technician

### **III: Bid Review and Responses to Attendee Questions**

Q: Are all the systems in good working order?

A: Yes

Q: Is a performance bond required? Was it removed last time?

A: (1) Cobb County will require the successful bidder provide a Performance Bond only for year one of the contract. The cost of this first year bond shall be included in the base bid price. No Payment bond will be required. Cobb County reserves the right to require the contractor obtain Performance bonds for additional years, but this is not a requirement of the bid. Should Cobb County require a Performance bond beyond the first year the contractor shall have the right to reimbursement for the cost of such bond(s). (2) During the course of the previous contract the County chose not to require the bonds be renewed after the first year contract period. For the purposes of preparing this bid, Bidders should include pricing for both bonds for the first year of the contract. Bidders should not include

Q: Will an equipment list be provided?

A: A revised properties list (Exhibit A) for the Property Management sites is included as an attachment to this addendum. No equipment list is available for the Parks and Recreation or Fire Dept. sites. NOTE: The attached list is provided for convenience in bidding. Cobb County does not represent the accuracy or completeness of the equipment listed. It is the responsibility of the Contractor to accept and monitor all equipment in County owned facilities assigned for monitoring under any contract(s) and all extensions thereto awarded from this bid.

Q: Will site visit be provided?

A: Yes, site visits can be arranged by appointment. To schedule a visit to Property Management and Fire Department facilities, contact Scott Barfield at 770-528-2108; For Parks and Recreation facility visits, contact Tony Key at 770-528-8832.

Q: Will cell service still be required at the four existing locations?

A: Yes

Q: Will you still require monthly reporting (in and outs) at the one locations?

A: Yes

Q: Will the existing contractor release the cell service?

A: Yes

Q: How will the change over work?

A: The new contractor will be expected to coordinate all work required to convert coverage from the former service provider as quickly as possible beginning October 1, 2010. The contractor should plan to provide resources as necessary to complete the changeover of all monitoring services within 30 days (October 30, 2010). The new contractor will bill on a pro-rated basis by for the first month with billing determined by the date active monitoring begins.

Q: Will we have to bill all together or separately?

A: Vendors should provide three monthly bills, one each for Property Management, Parks and Rec., and Fire Dept. facilities.

Q: Do you have any proprietary equipment?

A: No

#### **IV: Submitted Questions and Specifications Change**

1. The following question was submitted in writing:

Q: I see that the bid is calling for a 5% bid bond. This was deleted as a requirement in the last bid in 2006. Typically we do not see bid bonds on “service provided” bids. Is this an intentional part of the specification or something that was overlooked again? Thanks.

A: Yes. A Bid Bond equal to 5% of the Year One Base Bid amount is required to be submitted with the bid. Failure to include the bid bond will result in the bid being rejected as non-responsive.

2. The following Specification should be added to the Specifications – Other Requirements following item 2.

3. *Contractors shall not be allowed to place any stickers or other signage on county buildings or properties.*

3. Replace Exhibit A – Property Management Alarm Sites in Attachment G with revised Exhibit A that includes revisions to the site schedule and equipment listings per site.

4. Replace Bid Form Page 4 of 4 with revised Bid Form Page 4 of 4 with revised counts for security and fire alarm services and submit with bid.

**END OF ADDENDUM #1**

#### **Attachments:**

**Revised Exhibit A – Site List for Property Management**

**Revised Bid Form Page 4 of 4**

**Addendum 1  
Attachment D**

**BID FORM  
Page 4 of 4 (REVISED)**

**PRICING FORM**

**Security Systems Monitoring**

		Year 1	Year 2	Year 3	Year 4	Year 5	5 year Total
1	Monthly Price per service >						=====
2	Number of services >	75	75	75	75	75	=====
3	Total monthly cost						=====
4	Multiply x12 = Annual Cost/Yr:						\$

**Fire Systems Monitoring**

		Year 1	Year 2	Year 3	Year 4	Year 5	5 year Total
5	Monthly Price per service >						=====
6	Number of services >	63	63	63	63	63	=====
7	Total monthly cost						=====
8	Multiply x12 = Annual Cost/Yr:						\$

**In/Out Reports**

		Year 1	Year 2	Year 3	Year 4	Year 5	5 year Total
9	Monthly Price per service >						=====
10	Number of services >	4	4	4	4	4	=====
11	Total monthly cost						=====
12	Multiply x12 = Annual Cost/Yr:						\$

**Wireless Service Add On**

		Year 1	Year 2	Year 3	Year 4	Year 5	5 year Total
13	Monthly Price per service >						=====
14	Number of services >	1	1	1	1	1	=====
15	Total monthly cost						=====
16	Multiply x12 = Annual Cost/Yr:						\$

**17 5 Year Total Cost – All Services - Sum Lines 4+8+12+16)**  
**Enter on Page 1 of Bid Form**

\$
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**Signed:** \_\_\_\_\_

**END OF BID FORM**

**Exhibit A: Property Management Alarm Sites (Revised)**  
**Issued with Addendum #1 - Sealed Bid 10-5523**

Facility Name	Address	Equipment	MONITORING SERVICE			
			Security	Fire	Cell	In/Out
			Panel	Panel	Service	Reports
Cobb County Parking Deck	120 Cherokee St.	TBD	X			
Acworth Library	4569 Dallas Street	Ademco 4120/Silent Knight 5808	X	X		
Acworth Tag Office	3858 Kemp Ridge Rd.	DMP XR	X			
Administration Building	10 E. Park Square	Silent Knight 5808		X		
Adult Day Care Center	277 S. Fairground St.	DSC 1632 + 5K 5208	X	X		
Animal Control Building	1060 Al Bishop Drive	DSC 1632 + Silent Knight 5808	X	X		
C. Freeman Poole Sr. Center	4025 So. Hurt Rd.	Ademco PS 24	X	X		
Cabinet Shop	30 Key Drive	DSC 1632	X			
CCT Cumberland Transfer Sta.	2992 Cumberland Blvd.	Vista 128 FB		X		
CCT Fuel Island	800 S. Marietta Parkway	Simplex 4001		X		
CCT Offices and Maint. Bays	463 Commerce Park Dr.	Edwards EST 2		X		
CCT Ticket Kiosk	800 S. Marietta Parkway	DMP XR	X			
Central Library	266 Roswell Street	Ademco 4120 + Simplex 2001-8005	X	X		
Central Tag Office	700 S. Cobb Drive Bldg. 1	FBII + Fire Lite	X	X		
Cobb County Building	100 Cherokee Street	DSC 1162 + Silent Knight 5808		X		
Cobb Works (Ste 100)	463 Commerce Park Dr.	Vista 128 FB		X		
Community Development Offices	Ste 4, 1150 Powder Springs Rd.	DMP + Silent Knight 5808	X	X		
Community Development Satellite Office	920 Old Lost Mountain Rd.	Ademco 4120	X			
Cumberland Police/Fire Station	1904 Cumberland Parkway	SK 5808		X		
Department of Transportation	1890 County Services Pkwy.	SK5208 w/ GE tie-in		X		
East Cobb Gov't Svc. Center	4400 Lower Roswell Road	SK 5207		X		
East Cobb Health	4938 Lower Roswell Road	Ademco/Honeywell		X		
East Cobb Library	5880 Lower Roswell Rd.	DMP + Fire Lite	X	X		
East Cobb Senior Center	3332 Sandy Plains Road	Sec. TBD + Fire-Lite MS 9400	X	X		
East Cobb Tag Office	2930 Canton Rd.	GE + Fire Lite	X	X		
East Marietta Library	2051 Lower Roswell Road	Ademco 4120 + SK5808	X	X		
Elections Kennesaw Warehouse	2405 N. Cobb Pkwy.	Napco Gemini	X			X
Fleet and Solid Wast Admin.	1940 County Services Pkwy.	Vista 32FB		X		
Gritters Library	880 Shaw Park Road	Ademco 4120 + SK 5808	X	X		
Hattie G. Wilson Library	350 Lemon St.	DSC 1632	X			
Juvenile Court	1738 County Services Pkwy.	DMP + Notifier DR 500	X	X		
Kemp Library	4029 Due West Road	Ademco 4120 w/ fire contact	X	X		
Kennesaw Library	2250 Lewis Street	Ademco 4120 + SK 5808	X	X		
Lewis A. Ray Library	4500 Oakdale Road	Ademco 4120 + SK 5809	X	X		
McCollum Airport Complex	1723 McCollum Parkway	Napco Gemini	X			
MCS	1070 Al Bishop Drive	SK5808		X		
Medical Examiners Building	150 N. Marietta Parkway	DMP Security Command	X			
Mental Health Building	2051 Greenridge Street	Firelite MS-5024UD		X		
Mountain View Library	3320 Sandy Plains Rd.	Ademco 20P + SK5808	X	X		
North Cobb Senior Center	4915 Dallas Highway	DSC security & fire		X		
Old Elections Building	47 Waddell Street	Napco Gemini + SK 5808	X	X		
Old Powder Springs Library	4262 Marietta Street	Ademco 4120 + SK5808	X	X		
Old Wachovia Bank Bldg.	121 Haynes St.	TBD		X		
Police Firing Range	2109 Academy Drive	Ademco	X			
Police HQ and 911	140 N. Marietta Parkway	FCI 7200		X		
Powder Springs Library	4181 Atlanta St.	Vista 50P + Notifier	X	X		
Property Management Offices	57 Waddell Street	Napco Gemini + EST 2	X	X		
Public Safety Building	185 Roswell Street	5K + 5820 XL	X	X		
Public Safety Supply	1596 County Services Pkwy.	DMP + Silent Knight 5808		X		
Public Safety Training	2109 Valor Drive	Napco Gemini + Firelite	X	X		
Purchasing Dept.	1772 County Services Pkwy.	DMP	X			
Quality of Life	5801 Mableton Pkwy.	DMP + Ademco 4120 + SK5808	X	X		
Records Storage Building	1151 Whitlock Ave.	DSC	X			
SafePath Security	736 Whitlock Ave.	DMP	X			
Senior Svcs. Admin. Building	32 N. Fairground	Napco Gemini + Edwards EST2	X	X		
Sibley Library	1539 S. Cobb Drive	Ademco 4120 + SK 5808	X	X		
South Cobb Government Center	4300 Austell Rd.	SK 5808		X		
South Cobb Regional Library	801 Clay Street	Vista 50P + SK 5820 XL	X	X		
State Court	12 East Park Square	Simplex / 411 UD dialer		X		
Stratton Library	1100 Powder Springs Rd.	Ademco 4120 + SK 5808	X	X		
Sweetwater Library	5000 Austell Powder Springs Rd.	Vista 128 FB		X		
Vinings Library	4290 Paces Ferry Road	Ademco 20P + Simplex 4100	X	X		
West Cobb Pol.Pct. 5/Fire Sta. 13	4640 Dallas Hwy.	Silent Knight 5808		X		
West Cobb Regional Library	1750 Dennis Kemp Lane	Ademco + Simplex 4100	X	X		
West Cobb Senior Center	4915 Dallas Highway	Ademco 5140XM		X		
West Park Government Center	736 Whitlock Ave.	Vista 50P + SK 5820 XL	X	X		
Windy Hill Senior Center	1885 Windy Hill Road	Napco Gemini + Simplex	X	X		

ALL SITES - REVISED:	67	67	67	45	54	0	1
PROP MGMT				45	54	0	1
PRCA				27	7	2	0
FIRE				3	2	0	0
TOTALS - ALL SITES:				75	63	2	1

PRE- BID CONFERENCE

ANNUAL CONTRACT  
 ALARM MONITORING SERVICES FOR COBB COUNTY GOVERNMENT FACILITIES  
 SEALED BID #10-5523  
 COBB COUNTY PROPERTY MANAGEMENT DEPARTMENT  
 AUGUST 31, 2010

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
Daphne Bailey	Cobb County Purchasing			
John Austin	Cliffs Fire	7-591-5271		
Justin Owen	Owen Security	770-386-2846		jowen@owensecurity.com
JEFF TOWN	GCE SYSTEMS	770-448-3908	770-444-3918	jtown@gcesg.com
RICHARD BROWN	BEMS INC.	770-552-7777	770-552-5555	rbrown09@clear.net
Steve L. Jackson	Protection One	770-871-6265	770-952-3775 <del>604</del>	steve.jackson@protectionone.com

PRE- BID CONFERENCE

ANNUAL CONTRACT  
 ALARM MONITORING SERVICES FOR COBB COUNTY GOVERNMENT FACILITIES  
 SEALED BID #10-5523  
 COBB COUNTY PROPERTY MANAGEMENT DEPARTMENT  
 AUGUST 31, 2010

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
Eric Widner	975 Cobb Place Blvd Suite 317 Kennesaw, GA 30144	770-427-1300	770 427-4104	<del>John</del> @ LoudSecurity. ERIC @ LoudSecurity.com
John Loud	"	"	"	John @ LoudSecurity.com
Deanne Alderman	"	"	"	DIANNE @ LoudSecurity.com
Scott Balford	CCPM	75282198		
Jesse Hook	CCPM	7) 528-2100		
CHRIS HAULBROOK	CANA C.	7) 862-7243		CHRIS_HAULBROOK@CANACOMM.COM
ASHLEY PRESTON	CANA C.	678-766-6000		
DENNIS UTSEY	PROTECTAN ONE	770 952 3228	770 952 3775	Dennis Utsey @ PROTECTANONE.com