



Minutes
Evaluation Committee Meeting
Town of Lake Park, Florida
Request for Proposal 108-2019
Security Services Contract (Unarmed) for
The Lake Park Harbor Marina
Friday, August 23, 2019 10:00 a.m.

Town Hall Commission Chamber, Town Hall, 535 Park Avenue

The Evaluation Committee meeting for Request for Proposal 108-2019 Security Services Contract (Unarmed) for the Lake Park Harbor Marina was conducted on Friday, August 23, 2019 at 10:00 a.m. Present were Finance Director Lourdes Cariseo, Public Works Director Richard Scherle, Dockmaster Bruce Butcher, Assistant Town Manager/Human Resources Director Bambi McKibbon-Turner, and Town Clerk Vivian Mendez.

Finance Director Cariseo called the meeting to order at 10:09 a.m. and introduced everyone. She explained the purpose of the meeting was to evaluate the submittals for the Security Services Contract (Unarmed) for the Lake Park Harbor Marina.

The Evaluation Committee explained their evaluations of both submittals. See attached each members Proposal Evaluation Forms. Assistant Town Manager Turner stated for the record that Titan Protective Services, Inc. stated within their submittal that the information provided was confidential. She stated that the information was not confidential and is a public record pursuant to the Florida Public Record law. Additionally she stated that Titan Protective Services Inc. had two different cities listed within their submittal.

Finance Director Cariseo announced that the total evaluation score for United Special Patrol, Inc. was 276 and for Titan Protective Services Inc. was 187. The Committee came to consensus to submit a recommendation to the Town Commission to award United Special Patrol Inc. the contract at a future Commission meeting.

ADJOURNMENT:

The meeting adjourned at 10:23 a.m.

Town Clerk Vivian Mendez

Bambi McKibbon-
Turner
evaluation

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: Titan Protective Services Inc.

Address: 1607 NW 183rd Street

City/State/Zip Code: Miami, Florida 33169 *(Miami Gardens?)*

Criteria	Points Awarded
<p>(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)</p>	<p>Financial statements did not conform to the requirements of the RFP (i.e., balance sheet had no ending date as to the period covered and there was no cover letter from the compiling accounting firm. Offeror demonstrated an effective use of technology and the reports generated appeared to be comprehensive, easy to interpret and timely. While the proposal stated the Offeror had a pool of ten employees; only one resume was provided. The Experience form for one customer (North Miami Motorsports) was not complete. There were no organization charts included demonstrating Offeror's staffing plan and identifying key personnel to be assigned to the project. Workers' Compensation mod factor was not provided. Also, no current Certificate of Status was provided.</p> <p style="text-align: right;">10 points</p>
<p>(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);</p>	<p>One of the Experience Forms was incomplete as referenced above.</p> <p style="text-align: right;">5 points</p>
<p>(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)</p>	<p>This evaluator contacted the customers listed in the proposal in order to obtain a reference but did not hear back from them.</p> <p style="text-align: right;">10 points</p>

(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	Provided. 10 points
(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP. (10 points maximum)	 5 points
TOTAL POINTS AWARDED	40 POINTS

Bambi McCallister

Name of Evaluator

8/23/19

Date

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: United Special Patrol, Inc. dba United K9 Special Patrol

Address: 535 Royal Palm Beach Boulevard

City/State/Zip Code: Royal Palm Beach, Florida 33411

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	Provided. Worker's Compensation mod rating is good = .92 effective 4/29/19). Current Certificate of Status provided. 40 points
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	Provided 20 points
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	Based upon the letters of reference that were provided, this requirement was met. 20 points
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	Provided. 10 points

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>10 points</p>
<p>TOTAL POINTS AWARDED</p>	<p>100 POINTS</p>

Paul McRobb - Linn

Name of Evaluator

8/23/19

Date

Richard Scherle

evaluation

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: Titan Protective Services
 Address: _____
 City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, ^{to emp} experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual. ^{31 gation} Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	- good tech/reporting - 10 employees - limited financial - didn't see MOD 20
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	20
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	10
(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of	→

required documents and signed forms and any other matter unequivocally stated in the RFP (10 points maximum)	10 5 didn't see addend ^g form
Total Points Awarded	75 80 / 100 //



 Name of Evaluator

8/23/19

 Date

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: United K-9

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
<p>(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)</p>	<p>- golf cart included - .92 MOD (not bad) - significant decrease in assets w/ significant increase in liabilities recently - more robust financials provided - more experience w/ marinas</p> <p style="text-align: right;">(35)</p>
<p>(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);</p>	<p>- marina exp.</p> <p style="text-align: right;">(20)</p>
<p>(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)</p>	<p style="text-align: right;">(20)</p>
<p>(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)</p>	<p style="text-align: right;">(10)</p>
<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of</p>	<p style="text-align: center;">➔</p>

required documents and signed forms and any other matter unequivocally stated in the RFP (10 points maximum)	10 appeared all docs there
Total Points Awarded	95/100

RP R. Scherle
Name of Evaluator

8/23/19
Date

Bruce Butcher evaluation

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: TITAN PROTECTIVE SERVICES

Address: 1607 NW 183RD ST.

City/State/Zip Code: MIAMI GARDENS, FL.

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	FINANCIAL WAS UNCLEAR, NO MENTION OF A GOLFCART. FACILITY WAS UNCLEAR, QUALIFICATION PAGE WAS WRITTEN ABOUT A SUPERMARKET. ?? NO WORKER'S COMP. RATING. 20
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	OK 20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	OK 20
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	OK WITH STATE, UNSURE WITH TOWN, NO LICENSE OR PERMIT IN PROPOSAL 5

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>I DO NOT THINK PRICING IS CORRECT, CAUSE THERE IS NO MENTION ANYWARE THAT THE OFFEROR IS PROVIDING A GOLFCART.</p>
<p>TOTAL POINTS AWARDED</p>	<p>8 73</p>

BRUCE BUTCHER

Name of Evaluator

8-23-19

Date

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: UNITED K-9 SPECIAL PATROL

Address: 535 ROYAL PALM BEACH BLVD.

City/State/Zip Code: ROYAL PALM BEACH, FL. 33411

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	FINANCIAL HAS A LARGE NEG. BALANCE FOR 2018. USE OF BEST PRACTICES OK, RFID TAGS USED FOR MONITORING ROUTE. 36
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	OK 20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	HAS A SETTLED CIVIL LITIGATION. 12
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	OK WITH STATE, UNSURE WITH TOWN - NO LICENSE OR PERMIT IN PROPOSAL. 5

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>PRICING OK</p> <p>HAS A LARGE NEG. NO. ON BALANCE SHEET, FOR 2018.</p> <p>8</p>
<p>TOTAL POINTS AWARDED</p>	<p>81</p>

BRUCE BUTCHER

Name of Evaluator

8-23-19

Date

Lourdes Cariseo

Final Tabulation

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: _____

Aetian Protective

*Total
PTS*

187

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	
<p>TOTAL POINTS AWARDED</p>	

Bambi Turner
Evaluator

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: Titan Protective Services

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	Fin'l info not conformed 10
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	5
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	10
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	10

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>5</p>
<p>TOTAL POINTS AWARDED</p>	<p>40</p>

Richard

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: Titan

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	20
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	20
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	10

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>5</p>
<p>TOTAL POINTS AWARDED</p>	<p>75</p>

Bruce Butcher

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: Titan Protective Services

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	20
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	20
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	5

195
51

275

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>8</p>
<p>TOTAL POINTS AWARDED</p>	<p>73</p>

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: _____

United K-9

276pts

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	
<p>TOTAL POINTS AWARDED</p>	

Bambi Turner

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: United K-9

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	40 pts
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20 pts
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	20 pts
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	10 pts

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>10</p>
<p>TOTAL POINTS AWARDED</p>	<p>100</p>

Richard Scherle

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: United K-9

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	35
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	20
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	10

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>10</p>
<p>TOTAL POINTS AWARDED</p>	<p>95 pts</p>

Bruce Calder

PROPOSAL EVALUATION FORM

TOWN OF LAKE PARK

EVALUATION CRITERIA FOR

REQUEST FOR PROPOSALS NO. 108-2019

FOR SECURITY SERVICE CONTRACT (UNARMED)

FOR THE LAKE PARK HARBOR MARINA

Name of Offeror: United K-9

Address: _____

City/State/Zip Code: _____

Criteria	Points Awarded
(1) Financial, material, equipment, facility, and personnel resources, experience, knowledge and use of best practices, and expertise necessary to indicate its capability to meet all contractual obligations. Offeror's most recent Workers' Compensation experience rating (i.e., Mod factor) must also be submitted and will be considered (40 points maximum)	36
(2) A satisfactory record of performance on similar projects as set forth by the OFFEROR's submitted Proposal documents and as verified by the TOWN (20 points maximum);	20
(3) A record of integrity that is satisfactory to the TOWN (20 points maximum)	12
(4) Verifiable documentation that the OFFEROR is legally established to conduct business and to contract with the TOWN (10 points maximum)	5

<p>(5) A Proposal that conforms to the requirements of this RFP concerning pricing, surety, insurance, specifications of the commodities or services requested, inclusion of required documents and signed forms and any other matter unequivocally stated in the RFP.</p> <p>(10 points maximum)</p>	<p>8</p>
<p>TOTAL POINTS AWARDED</p>	<p>81</p>