



Sentry Event Services, Inc.

SENTRY EVENT SERVICES, INC.

**4201 NORTH DALE MABRY
TAMPA, FLORIDA 33607
OFFICE: (813) 350-6590
FAX: (813) 354-2466**

**CONTACT: JOHN HARPER
JHARPER@SENTRYEVENTSERVICES.COM**



REQUEST FOR PROPOSAL

SECURITY SERVICES

#01-18

PURCHASING OFFICE

100 S. MYRTLE AVE.

CLEARWATER, FLORIDA 33756-5520

ATTENTION: ALYCE BENGE, CCPPO, C.P.M. & LORI VOGEL, CPPB

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January 27th, 2018

Dear Advisory Committee,

Sentry Event Services, Inc. would like to thank the City of Clearwater for this opportunity. For the last two years, Sentry Event Services, Inc. has sincerely enjoyed our partnership with the City of Clearwater. Partnerships are of the upmost importance and the City of Clearwater will continue to have our full commitment as a solid partner providing the very best of security and guest services.

The main point of contact for the City of Clearwater is John Harper, General Manager, and can be reached through the following methods:

Mail:	John Harper Sentry Event services, Inc. 4201 North Dale Mabry Tampa, Florida 33607
Direct Phone:	(813) 350-6590
Cell Phone:	(727) 235-2186
Email:	jharper@sentryeventservices.com

If selected, other representatives of Sentry Event Services, Inc. will be assigned to meet the needs of each event for the City of Clearwater.

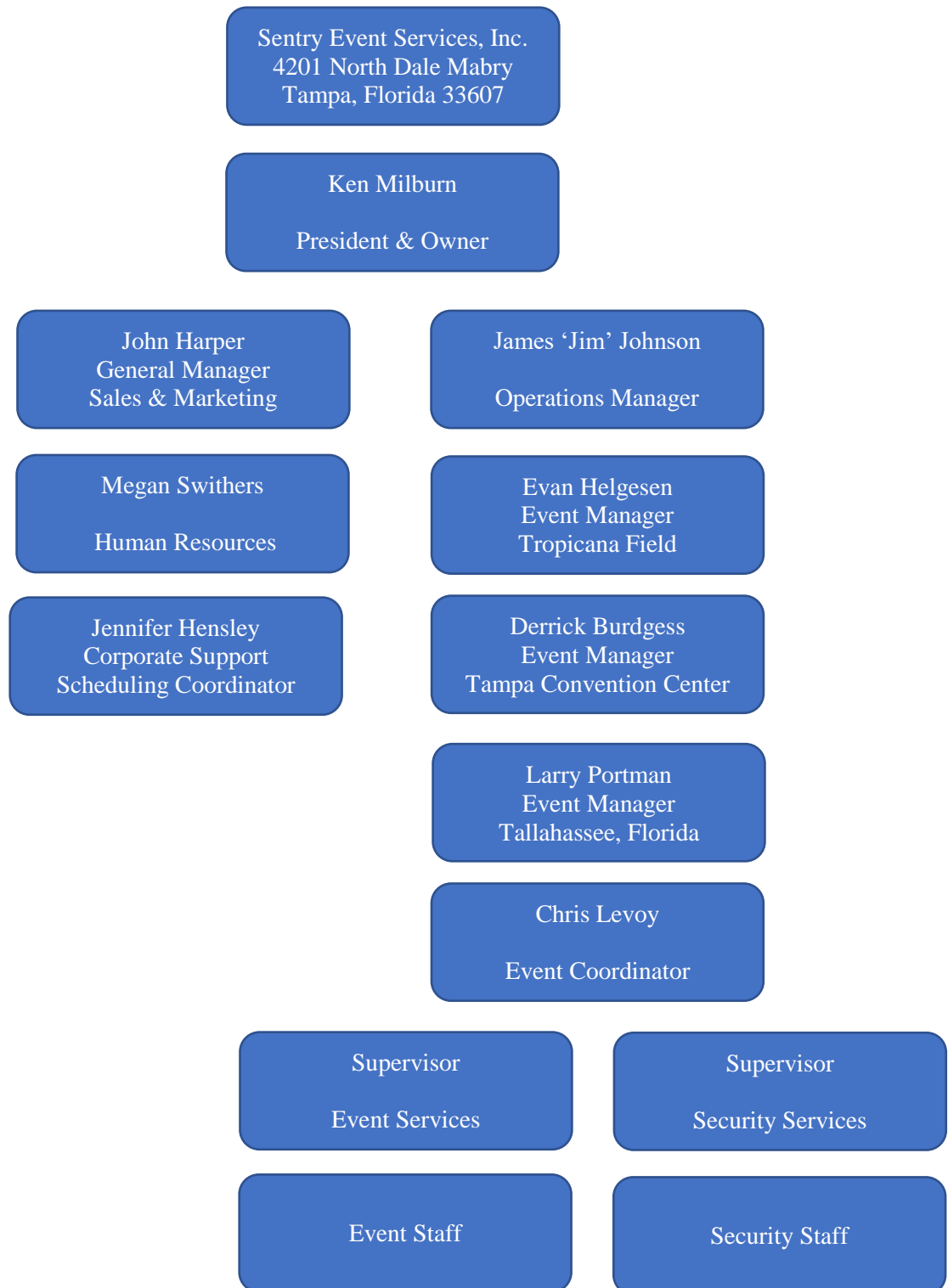
Thank for allowing Sentry Event Services, Inc. the opportunity to re-introduce our company with the submittal of this bid. We accept the task at hand. We look forward to our continued partnership and developing a stronger customer-centric environment for all.

Respectfully,

Ken Milburn

Ken Milburn
President & Owner

Demonstrated Experience of the Firm
Organizational Chart:



“90% of what we do is Customer Service”

Founded in 1991 by Kenneth Milburn, Sentry Events Services, Inc. quickly became the premier Florida owned event staffing company on the West Coast. Sentry's management team experience was derived from various disciplines of the security and event staffing and production industry. These disciplines included experience with event security at Large Stadiums, Small Venues, Trade Shows, State Fairs, Grand Prix's and Festivals. Sentry was quickly recognized as a forerunner in the Tampa Bay area securing contracts at the Florida Suncoast Dome (currently Tropicana Field), Bayfront Center, Al Lang Stadium, and Ed Smith Stadium in the first year. Throughout the years, Sentry has had ongoing successful relationships with the Tampa Bay Lightning, Tampa Bay Rays, Tampa Bay Storm, Raymond James Stadium and the Tampa Bay Buccaneers.

The tangible advantages of our efforts are easily demonstrated by the caliber of our references. Our experiences with Tropicana Field, University of South Florida, Firestone Grand Prix, Valspar Golf Tournament, Ye Mystic Krewe of Gasparilla, The Tampa Convention Center and most noticeably Raymond James Stadium have been unparalleled by any other locally owned and Florida based company and compares favorably with our nationally based peers. Sentry offers the ideal duality of a locally owned and operated corporation while providing management and staff with credible international security and event experience. The 1996 Summer Olympic Games in Atlanta, the 2002 Winter Olympic Games in Salt Lake City, NCAA Basketball Tournaments including the Final Four, NHL Fantasy, NBA Finals, ACC Baseball Tournaments, and Vice Presidential Debates, and The Republican National Convention are indeed prestigious and we are proud of the experience we have gained from these events.

Single events, however, do not demonstrate an organization's consistency. Sentry has worked with the National Football League providing its services to 5 Superbowls in Detroit (Superbowl XL), Miami (Superbowl XLI), Phoenix (Superbowl XLII), Tampa (Superbowl XLIII), and Miami (Superbowl XLIV) as well as a long-term contracts Raymond James Stadium and Superbowl XXXVII champions Tampa Bay Buccaneers. Sentry has also demonstrated long term relationships with Major League Baseball and the Tampa Bay Rays, National Hockey League and the Tampa Bay Lightning and Arena Football League and the Tampa Bay Storm.

The intangibles, however, are not nearly as evident. We have traveled the country and witnessed operations at many other facilities and venues throughout this country. Our observations include sensitivity to appearances, staffing levels, guest services and quality of supervision and staff. Sentry is also a proud member of the Stadium Managers Association (SMA), Florida Facility Management Association (FFMA), International Association of Venue Managers (IAVM), American Society for Industrial Security (ASIS) and Florida Festivals & Events Association (FFEA). Since 2003 Sentry Event Services, Inc. has attended the ***NFL's Best Practices Guidelines*** conference. Our travel, involvement in these organizations and continuing education reinforces our personal desire to continue to be a leader in the security event management field and continue to bring our leadership to the City of Clearwater.

Through these partnerships mentioned above and many others, we have successfully adapted and executed a variety of security programs with components synonymous to each client we serve including:

- Hospitality/Customer Service
- Emergency/Crisis Management and Response

- Compliance – Policy and Procedure
- Access Controls: Systems, Key Control, ID Management
- Asset Protection: Patrols/Tours, Video Surveillance/Close Circuit Television (CCTV)
- Event Security
 - Conferences/Exhibitions/Seminars/Symposiums/Trade Shows
 - Publicity Events/Sporting Events/Political Events

References support the many facets of our experience are listed Tab 4 of this proposal. Sentry has never failed to perform its' duties or complete contracted work within any term of an agreement. There are no officers or principals of the corporation which have failed to perform in the service of any other contract with another organization.

Like all service companies operating in today's litigious society, Sentry Event Services, Inc. must contend with frivolous and unwarranted lawsuits. There is no pending litigation that will affect our ability to provide exemplary services to the City of Clearwater. Sentry Event Services, Inc. has not been issued any citations by a regulatory agency. Sentry has not judgements rendered by a court of law, EEOC or any other commission.

Sentry Event Services, Inc. is a Florida corporation. We are fully licensed to perform guard services under Florida Department of State guidelines of Chapter 493. Sentry maintains at all times Liability and Workers' Compensation as prescribed by state and federal guidelines. Occupational licenses are held and displayed in our offices at Raymond James Stadium in Tampa.

Sentry Event Services, Inc. complies with all local, state and federal directives, orders and laws as applicable to the security and event service industry, including, but not limited to:

- Equal Employment Opportunity (EEO) in compliance with Executive Order 11246 as applicable. Sentry always strives to encourage Women and Minorities to apply for all positions.
- Occupational Safety and Health Act (OSHA) as applicable.
- The American with Disabilities ACT of 1990 (ADA) as applicable.
- Florida Department of State, Division of Licensing, Chapter 493 as applicable.

Sentry Event Services, Inc. will be solely responsible for the prompt payment of wages, salaries and all other amounts due our staff. Sentry will be responsible for the payment of all federal, state, and local employment taxes to include all reports, obligations, and payments pertaining to social security taxes, income tax withholding, workers' compensation, unemployment and any group insurance coverage.

Qualifications

Ken Milburn earned his Bachelor of Science degree from the University of South Carolina. He has worked in security and crowd management operations since 1989 in a wide variety of indoor and outdoor venues, focusing largely on musical and athletic events. Primarily, he manages and directs events at Tropicana Field and Raymond James Stadium, as well as many other venues throughout the state.

During the late 1980's, Ken began his event services career in South Florida with VIP Event services. He quickly was promoted to a management level providing security and event staff to venues from West Palm Beach to Miami. Fifteen years of NFL experience and twenty years of regular season Major League Baseball, as well as participation in the 1996 Summer Olympic Games Baseball Operations have equipped Ken and his management team to identify specific concerns with regard to major athletic facilities. His experiences have broadened his knowledge into sports event management, including both past and ongoing experience with the NCAA in basketball and football, the NFL, NHL, NBA, and the Arena Football League. Ken has provided security and event staffing for the NCAA Final Four, the Arena Bowl, and NHL Fantasy.

Concerts and festivals form another major part of Ken's repertoire. He has staffed and assisted in event operations for countless shows, including, Metallica, Ozzfest, the Rolling Stones, Guns 'n Roses, Kid Rock, Bruce Springsteen, Kenny Chesney and U2 as well as several annual events such as Livestock, the Warped Tour, Gasparilla, Sarasota Blues Festival, and many others.

In 2001-2002 Ken managed Salt Lake City's Olympic Village Communication Center, serving as a liaison for Secret Service, FBI, Department of Defense, and Utah police. He has also worked closely with Secret Service, FBI, U.S. Customs, and FDLE on numerous occasions when high-profile guests such as President George Bush, President Bill Clinton, Vice President Al Gore, Governor Jeb Bush and other high-profile dignitaries have visited the area. This experience has greatly increased his understanding of threat assessment in this age of terrorism.

All of these are examples of Sentry's ability and dedication to effectively implement a successful operational plan for various facilities, venues and municipalities. Ken's philosophy of structured, quality growth along with his extensive knowledge and experience enables Sentry Event Services, Inc. to provide unparalleled event service in Florida. Originally from the Washington D.C. area, Ken has made Florida his home for over two decades. His continued commitment is exemplified by his donation of services to Lowry Park Zoo and St. Petersburg Aquarium, sponsorship of law enforcement softball teams, numerous donations to local and regional non-profit groups, and strong working relationship with area law enforcement. Ken looks forward to providing this level of commitment to the City of Clearwater.

General Responsibilities:

Liaison between Sentry Event Services, Inc. and Client Facilities. Overall supervision of staff, support and motivation during events.

Specific Duties:

- Promote family atmosphere, guest enjoyment and safety.
- Greet guests.
- Overall supervision of Security and Event Staff.
- Responsible for motivating Security Officers and Event Staff to fulfill job responsibilities.
- Responsible for ultimate guest problem resolution.
- Complete and thorough knowledge of all facility locations and services provided.
- Complete and thorough knowledge of company policies and procedures.
- Complete and thorough knowledge of facility policies and procedures.
- Administration of progressive disciplinary process.
- Assist in the administration of New Hire Orientation.
- Assist in the administration of orientation and training.
- Active participation in company incentive program.
- Miscellaneous operational day to day duties as directed.

Supervisory Responsibilities:

Supervises up to 40 Team Leaders

Other:

Physical Demands: *The Physical demands described here are representative of those that must be met by a Team Member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:*

- The individual may be required to sit or walk up to 2/3 of the work shift.
- The individual may also be required to their hands. Stoop, kneel or reach with their hands up to 1/3 of the work shift.
- The individual may be required to lift up to 10 pounds up to 1/3 of the work shift.
- Vision requirements are color vision and the ability to focus.

Job Requirements:

- Flexible work schedule including evening and weekend hours.
- Must be a positive, outgoing individual able to work well with large groups of people.
- Excellent verbal communication skills and decision making ability.
- Must have good problem solving skills and work independently.
- Proven job reliability, diligence and attention to detail.
- Excellent organizational skills.

Sentry Event Services, Inc.

Position: Team Leader/Supervisor/Guest Services/Event Security

Specific Duties:

- Promote a family atmosphere, guest enjoyment and safety.
- Greet Guests.
- Monitor facility to observe guests in possession of prohibited items and ensuring safe ingress.
- Escort Guests with prohibited items to Guest Relations Booth.
- Respond to exterior and interior radio calls.
- Oversee Event Security positioned to roam assigned concourse and seating sections for policy enforcement and crowd management.
- Check credentials in restricted access areas.
- Monitor concourses in Standing Room Only areas and keep aisles and emergency exits clear at all times.
- Have complete knowledge of all facility policies and services.
- Be aware of safety hazards and reporting them appropriately.
- Assist guests with ticket problems such as duplicate, unreadable, wrong date and/or lost/stolen tickets.
- Handling guest problems and complaints and directing them to Event Manager or Guest Relations Booth if unable to accommodate.
- Documenting and reporting all incidents to Event Manager.
- Miscellaneous operational (day of event) duties as directed.

Other:

Physical Demands: *The Physical demands described here are representative of those that must be met by a Team Member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:*

- The individual may be required to sit or walk up to 2/3 of the work shift.
- The individual may also be required to their hands. Stoop, kneel or reach with their hands up to 1/3 of the work shift.
- The individual may be required to lift up to 10 pounds up to 1/3 of the work shift.
- Vision requirements are color vision and the ability to focus.

Job Requirements:

- Flexible work schedule including evening and weekend hours.
- Must be a positive, outgoing individual able to work well with large groups of people.
- Excellent verbal communication skills and decision-making ability.
- Must have good problem-solving skills and work independently.
- Proven job reliability, diligence and attention to detail.
- Excellent organizational skills.

Sentry Event Services, Inc.

Position: Team Leader/Supervisor

General Responsibilities:

Responsible for the correct placement and team supervision of assigned Security representatives.

Specific Duties:

- Promote a safe atmosphere.
- Perform orientation and continuous training.
- Greet Guests.
- Escort Guests.
- Allow/Deny vehicle access.
- Inspect vehicles when required.
- Inspect packages.
- Respond to exterior and interior radio calls.
- Oversee Security Officers day to day operations.
- Complete and thorough knowledge of company policies and procedures.
- Complete and thorough knowledge of facility policies and procedures.
- Policy and procedure enforcement.
- Check credentials in restricted access areas.
- Have complete knowledge of all facility policies and services.
- Be aware of safety hazards and report them appropriately.
- Handling problems and complaints and/or direct them to client contact if unable to accommodate.
- Documenting and reporting all incidents to Site Manager.
- Miscellaneous operational (day of event) duties as directed.

Other:

Physical Demands: *The Physical demands described here are representative of those that must be met by a Team Member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:*

- The individual may be required to sit or walk up to 2/3 of the work shift.
- The individual may also be required to use their hands. Stoop, kneel or reach with their hands up to 1/3 of the work shift.
- The individual may be required to lift up to 10 pounds up to 1/3 of the work shift.
- Must be able to stand or sit for long periods of time.
- Vision requirements are color vision and the ability to focus.

Job Requirements:

- Flexible work schedule including evening and weekend hours.
- Must be a positive, outgoing individual able to work well with large groups of people.
- Excellent verbal communication skills and decision-making ability.
- Must have good problem-solving skills and work independently.
- Proven job reliability, diligence and attention to detail.

Sentry Event Services, Inc.

Position: Security Officer – Guardhouse – Rover – Employee Sign-In – CCTV
Operator

General Responsibilities:

Responsible for the safety and security of the Tampa Convention Center and each guest that attends functions on the premises

Specific Duties:

- Promote a safe atmosphere.
- Greet Guests.
- Allow/Deny vehicle access.
- Inspect vehicles when required.
- Inspect Packages.
- Respond to exterior and interior radio calls.
- Roam the facility for policy enforcement.
- Check credentials in restricted-access areas.
- Monitor the facility and keep aisles and emergency exits clear at all times.
- Complete and thorough knowledge of company policies and procedures.
- Complete and thorough knowledge of facility policies and procedures.
- Have complete knowledge of all facility policies and services.
- Be aware of safety hazards and report them appropriately.
- Assist with problems.
- Handle problems/complaints and directing them to client contact if unable to accommodate.
- Document and reporting all incidents to management.
- Miscellaneous operational day to day duties as directed.

Supervisory Responsibilities:

Not applicable

Other:

Physical Demands: *The Physical demands described here are representative of those that must be met by a Team Member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:*

- The individual may be required to sit or walk up to 2/3 of the work shift.
- The individual may also be required to use their hands. Stoop, kneel or reach with their hands up to 1/3 of the work shift.
- The individual may be required to lift up to 10 pounds up to 1/3 of the work shift.
- Must be able to stand or sit long periods of time.
- Vision requirements are color vision and the ability to focus.

Job Requirements:

- Flexible work schedule including evening and weekend hours.
- Must be a positive, outgoing individual able to work well peers.
- Excellent verbal communication skills and decision-making ability.

Because Sentry is a Florida owned and operated company based in Tampa Bay, Sentry maintains a large trained staff in the immediate area. All licensed security guards meet the requirements of Florida Statute 493. Sentry Event Services, Inc. will provide all necessary equipment for Coachman Park that will include uniforms, radios and earpieces. Walk through magnetometers and hand wands, owned by the City of Clearwater, will be operated by Sentry's staff. Sentry can supplement this equipment should the need arise. Rental costs are in Tab 5 – Services Pricing.

Sentry Event Services, Inc. will supply a golf cart for the Clearwater Air Park. The golf cart will be marked as a Security vehicle. The cart will be equipped to operate safely at night.

The following is a brief overview of Sentry Event Services, Inc.'s pre-employment selection process. Our process identifies prospects who possess those traits we believe are important to our organization. These include Honesty, Integrity and a strong Customer Service orientation to the operating environment to each client we serve.

Our Security Officers must meet the following minimum hiring requirement:

- At least 18 years of age
- Reliable means of communication
- Reliable means of transportation
- Legal right to work in the United States of America
- Ability to effectively speak, read and write English
- A high school diploma or GED
- Must possess at a minimum a Florida Class D Security License

Sentry's screening process provides reasonable assurance that prospects:

- Have a stable work history
- Have well developed communication skills and professional composure
- Can withstand the inquiry of a through interview and background investigation
- Drug Free

Required Security Officer Traits:

- Ability to provide high quality customer service
- Ability to use good judgement and discretion in all business interactions with others
- Ability to be an effective Team Member
- Neatness in grooming and dress
- Ability to deal courteously, tactfully and effectively with others in person and on the telephone
- Have integrity and high ethical standards
- Ability to stay professionally composed when dealing with unusual circumstances

Job Application:

- Pre-screening of applicants
- In-depth interviews with emphasis on employment stability, work experience and personal background. This also identifies each applicant's skills, work style, personality, career interests and suitability for the position.

Background Verification:

All Security Officers licensed in the State of Florida must:

- Complete a 40-hour course, at the end of which they will have to pass a written exam with 75% passing grade out of 100 questions.
- Fill out State application that you will be given at their Security Officer training, attach a photo, fingerprints and have the application notarized.
- Submit the application to a local Florida Division of Licensing office.
- Access to applicant's status is check on the Florida Division of Licensing website.
- Military Service (DD214) – nature of separation
- Former employment verification
- Reference checks
- Higher education degree verification
- The State of Florida will conduct a Federal Background check.

All Sentry team members are required to attend Sentry's orientation and training. These sessions are designed to educate new Team Members of Sentry's goals, history, philosophy, mission, structure, policies and procedures. Effective training shows each Team Member their task versus their purpose. Their task is the job they are assigned, and their purpose is to focus on exceeding client expectations while operating through industry best practices. During this orientation session, each employee will complete the applicable personnel and payroll paperwork. The HR Manager is responsible for ensuring that each employee attends a Sentry orientation prior to their first event or post. Every employee is given a copy of Sentry Event Services, Inc.'s handbook. An electronic copy is on the thumb drive provided with this RFP.

Management is evaluated by the standards they set for themselves. The perception and effectiveness of the job specific training depends upon Sentry Management supporting the process and making it a priority. We feel that a superior training program is an integral part of the development of our staff. Sentry commits to developing a specific program for locations described in the RFP to ensure consistent and superior customer service trained personnel.

Development and retention of Team Members is very important to Sentry. We strive to:

- Sentry creates a fun culture. After all we are the "fun" security and guest services provider.
- Sentry looks to recruit friendly Team Members that want to provide a service with a smile.
- Sentry often promote from within.
- Sentry provides guidance so that each Team Member is comfortable in their role during events.
- Sentry offers a very competitive pay rate.
- Sentry does not let Team Members hard work go unnoticed.
- Sentry offers flexible schedules.

If an employee violates Sentry's policies or behaves in an unacceptable manner, corrective action guidelines have been established. Below is a list of behaviors that may require corrective action and a description of the steps that may be taken to resolve any behavioral problems in the future. If an employee's behavior is serious enough, some or all the corrective steps listed below may be skipped, and the employee may be immediately terminated from Sentry Event Services Inc. Termination may also result if an employee refuses to cooperate with proper procedures or continues to engage in inappropriate behavior.

While not exhaustive, the following list provides examples of the specific types of behavior that may require progressive corrective action:

- Insubordination;
- Excessive absence;
- Poor work performance;
- Unsafe work performance;
- Damaging, tampering with or defacing Client Facility or Sentry Event Services, Inc. or property;
- Horseplay or inappropriate practical jokes;
- Vulgar, abusive, or obscene language, photographs, etc.;
- Carelessness or incompetence;
- Allowing Guests unauthorized access to assigned facility or seating area;
- Texting, talking on cell while on post;
- Accepting of gratuities and/or gifts;
- Taking or giving of promotional items to unauthorized guests, fellow Team Members or any unauthorized person(s).

If an employee fails to follow Sentry Event Services policies, or behaves in an unacceptable way, some or all of the following steps may be taken: Verbal Warning, Written Warning, Suspension, and Termination. These steps are designed to be used, if necessary, as progressive measures for an employee who has repeated problems or is experiencing no improvement in unfavorable behavior. One or all of the first three steps may be skipped if behavioral problems are very serious.

Progressive discipline, the corrective action process including verbal and written warnings, suspension and separation, will be utilized to address and correct repeated behavioral problems. Decisions to terminate employment are taken very seriously. In certain instances, the performance or behavioral problem is serious enough that the only resolution is termination. However, in some instances, Sentry Event Services will obtain input from other Sentry employees before deciding on termination. For this reason, using objective and uniform criteria when making such decisions is imperative.

If an employee is not meeting Sentry's standards of behavior or performance, the employees Director and/or Supervisor should:

- Meet with the employee to discuss and review the matter.
- Inform the employee of the nature of the problem and the action necessary to correct it.
- Complete a Corrective Action Notice signed by the Director and/or Supervisor.

If there is a second occurrence, the Director and/or Supervisor will hold another meeting with the employee and issue a written warning. The Corrective Action Notice report will indicate that a further incident will result in a more severe corrective action, not limited to termination of employment. The employee, the Director and/or Supervisor must sign the written warning before it is forwarded to the Human Resources Manager.

If an employee is dissatisfied with their treatment or with an interpretation or application of a work-related policy by Sentry Event Services, they may put it in writing disputing the corrective action

taken. Sentry Management will work with the employee to resolve the problem. Sentry Management will facilitate a meeting between the employee in question and the person(s) named on the dispute resolution. If this meeting fails to resolve the conflict, the General Manager will review the situation and decide based on the circumstances presented to him.

Employees will not be penalized for the proper use of the dispute resolution procedure. However, abuse of the procedure is grounds for corrective action up to and including termination. Examples of procedural abuses include but are not limited to the following: harassment, vindictive behavior, or repeated filing of reports that a reasonable person would judge to have no merit.



Raymond James Stadium

65,890 seat football stadium-home to the NFL Tampa Bay Buccaneers, USF Bulls Football, Outback Bowl, Monster Truck Jam, and various concerts (U2 for example) and events.

Services Provided:

- Security
- Pat Down Personnel
- Ushers
- Ticket Takers
- Parkers

Sentry Event Services, Inc. has had a long-term contract with the Tampa Sports Authority and Raymond James Stadium since 2003 and recently extended the contract through 2021.

Contact:

Mickey Farrell
 Director of Operations
 Tampa Sports Authority/Raymond James Stadium
 4201 North Dale Mabry
 Tampa, Florida 33607
 Office: (813) 350-6507
 Email: mfarrell@tampasportsauthority.com



Tropicana Field

43,772 seating capacity-Home to the MLB Tampa Bay Rays, NCAA sanctioned Beef O' Brady's St. Petersburg Bowl, and various concerts, events, and tradeshows. It is also the

former home to the NHL Tampa Bay Lightning and AFL Tampa Bay Storm.

Services Provided:

- Security
- Supplement the 24-Hour Security Operations
- Parking Auditors
- Supplement the Ushers

Sentry Event Services, Inc. has a long-term contract with Tropicana Field. Services began there in 1991.

Contact:

Rick Nafe
 Vice President of Stadia Operations
 Tropicana Field
 One Tropicana Drive
 St. Petersburg, Florida 33705
 Office: (727) 825-3195
 Email: rnafe@raysbaseball.com



Al Lang Stadium

Since 2011, Al Lang Stadium has been home to the Tampa Bay Rowdies. Situated on the waterfront of downtown St.

Petersburg the historical stadium has a capacity of 7,200. What was once a baseball stadium, is now a vibrant soccer arena. Al Lang Stadium also hosts a variety of other events like concerts and rugby tournaments.

Services Provided:

- Event Management
- Event Security
- Ticket Takers
- Ushers

Sentry Event Services, Inc. has always been a service provider to Al Lang Stadium whether it was baseball or soccer. Sentry entered a long-term contract with the Tampa Bay Rowdies in 2014.

Contact:

Beth Herendeen
 230 1st Street SE
 St. Petersburg, Florida 33701
 Office: 727-222-2000
 Email: bherendeen@edwardsgp.com



USF Athletics

Home to the men's and women's USF Bulls Basketball Teams, Baseball, Softball, Track & Field this 10,411 seat multipurpose facility hosts Concerts, Sports Events and approximately 300 other

events a year.

Services Provided:

- Security
- Ushers
- Parkers
- Supplement the Ticket Takers

Sentry Event Services, Inc. has had a long-term contract with USF since 2000.

Contact:

Jim Fee
 Assoc. Director of Athletics/Facilities & Event Mgmt.
 University of South Florida
 4202 East Fowler Ave. – ATH 100
 Tampa, Florida 33620
 Office: (813) 974-9977
 Email: fee@usf.edu



Tampa Convention Center

The Tampa Convention Center is the crown jewel of Tampa Bay. This world class facility is located on the beautiful Riverwalk in the heart of downtown Tampa. TCC holds

events from Auto and Boat Shows to the popular Comic Con and any event in between.

Services Provided

- 24 Hour Security
- Event Security
- Dock Master
- Event Ambassadors
- Event Registration
- Box Office

Contact

Rick Hamilton
Convention Center and Tourism Director
333 South Franklin Street
Tampa, Florida 33602
Office: (813) 274-8511
Email: rick.hamilton@tampaconventioncenter.com



The Lakeland Center

The Lakeland Center is Central Florida's premier multi-purpose arena. It has over 100,000 square feet of flexible space with four venues under one roof. They include the

George Jenkins Arena, Youkey Theater, a 28,000 square foot Exhibit Hall and a 34,000 square foot Conference Center.

Services Provided:

- Security
- Supplement staff as needed

Sentry Event Services, Inc. entered into a relationship with The Lakeland Center in 2012 at a moment's notice.

Contact:

Brandon Flynn
Guest Services/Security/Parking Manager
701 West Lime Street
Lakeland, Florida
Office: (863) 834-8124
Email: brandon.flynn@lakelandgov.net



Donald L. Tucker Center

Located at Florida State University and is North Florida's premier Sports, Entertainment and Convention Center. The Center holds

12, 500 seats and 54,00 square feet of convention space.

Services Provided

- Security
- Ushers
- Ticket Takers

Contact

Michele Harhut
Director of Events
505 West Pensacola Street
Tallahassee, Florida 32301
Office: (850) 644-7469
Email: michele_harhut@comcastspectator.com

Spectrum Field

Philadelphia Phillies (Spring Training)
Clearwater Threshers (as needed)

Services Provided

Gate Security
Bag Checkers

Contact

Jay Warren
Phone: (727) 712-4300
Email: jwarren@threshersbaseball.com

Ye Mystic Krewe of Gasparilla

P.O. Box 1514
Tampa, Florida 33601
Office: (813) 251-4500
Email: office@ymkg.com

Services Provided

- Security and Crowd Control Along Parade Route
- Float Walkers
- Float Riders

The Centre of Tallahassee

2415 North Monroe Street
Tallahassee, Florida 32303

This venue is a one-stop destination for shopping, eating and attending concerts and shows.

Services Provided

- 24 Hour Security
- Event Security
- Ushers
- Ticket Takers

Contact

Jesse Lynn
Email: jesseL2@cctexas.com

Services Pricing:

Position	Rates	Holiday	Overtime
Supervisor	\$18.50	\$18.50	N/A
Security Officer	\$16.50	*\$21.45	*\$21.45
Security Officer (overnight)	\$17.50	*\$22.75	*\$22.75
Event Staff	\$15.95	\$15.95	N/A

*Denotes services located at Clearwater Beach, Downtown Marinas and Clearwater Airpark. Sentry Event Services, Inc. will make every effort not to accrue overtime.

Sentry Event Services, Inc. requires a four (4) hour minimum for each employee.

As a long-standing partner with the City of Clearwater, Sentry Event Services, Inc. is committed to fiscal responsibility. Sentry proposes one percent (1%) prompt payment discount for all invoices paid within 10 days. If the invoice is not paid within 10 days, the invoice will be due Net 30. This gives the City of Clearwater the opportunity to receive a discount on the services provided for events and non-events. The prompt payment discount adds up over time saving the City of Clearwater a significant amount of money. By shortening the lag time between invoicing, Sentry will be able to increase working capital and reduce gaps in cash flow without carry a credit line for an extended time. Sentry's weekly payroll schedule begins on Saturdays and ends on Fridays. The preferred method of delivering invoices is through email. Sentry Event Services, Inc. will email invoices for each event and location every Monday for work performed prior week.

In the event that the City of Clearwater may require extra equipment for events and non-events, Sentry Event Services, Inc. has equipment to rent:

Walk-through Magnetometers:	\$300 per unit/per day
Walk-through Magnetometers:	\$100 Delivery/Set up/Pick up (not eligible for discount)
Metal Detecting Hand Wands:	\$15 per unit/per day
Radios:	\$25 per unit/per day

EXCEPTIONS / ADDITIONAL MATERIAL / ADDENDA

Proposers shall indicate any and all exceptions taken to the provisions or specifications in this solicitation document. Exceptions that surface elsewhere and that do not also appear under this section shall be considered invalid and void and of no contractual significance.

Exceptions (mark one):

****Special Note – Any material exceptions taken to the City's Terms and Conditions may render a Proposal non-responsive.**

- ☒ No exceptions
☐ Exceptions taken (describe--attach additional pages if needed)

Additional Materials submitted (mark one):

- ☒ No additional materials have been included with this proposal
☐ Additional Materials attached (describe--attach additional pages if needed)

Acknowledgement of addenda issued for this solicitation:

Prior to submitting a response to this solicitation, it is the vendor's responsibility to confirm if any addenda have been issued.

Addenda Number	Initial to acknowledge receipt
# 1	J. A.

Vendor Name SENTRY EVENT SERVICES, INC.

Date: 1-29-2018



Addendum # 1
RFP #01-18, Security Services
January 24, 2018

NOTICE IS HEREBY GIVEN that the following addendum serves to provide clarification and to answer the questions received on RFP #01-18, Security Services.

Question 1: Is a security vehicle required at Clearwater Beach Marina/Causeway Blvd? Automobile or golf cart?

Answer to Question 1: *Per section 3.3, pg. 17, "Driving details to be performed in an appropriately identified "Security" company vehicle"; a vehicle would be appropriate (but not required) for monitoring the facility parking lot and creating a known presence in the area.*

Question 2: Is a security vehicle required at Clearwater Downtown Harbor Marina/Drew Street? Automobile or golf cart?

Answer to Question 2: *See answer to question 1 above.*

Question 3: Is a security vehicle required at Clearwater Air Park/Hercules Avenue? Automobile or golf cart?

Answer to Question 3: *A vehicle is necessary at Clearwater Air Park.*

Question 4: Is historical data available regarding the mileage/fuel expense for each location requiring an automobile?

Answer to Question 4: *No such data is available.*

Question 5: Is vendor required to provide a phone or radio at Clearwater Municipal Services Building? RFP says each are provided by city in 3.1 (g)

Answer to Question 5: *As noted in the RFP Detailed Specifications, 3.1(g) Scope of Work on pg. 18, the City will equip the reception desk with standard equipment including a computer, phone, and a two-way (2-way) radio to be used for business purposes only.*

Question 6: Is ALL equipment billed separately? If not please confirm that ALL equipment is to be included in the billable rates.

Answer to Question 6: *All equipment necessary to provide the requested services should be included in the billable rates submitted.*

Question 7: Do you have historical data on the hours of service provided annually for Special Events?

Answer to Question 7: *The estimated number of service hours provided for special events last year was 2,925.*



Question 8: Can you provide current budget/hourly bill rate information?

Answer to Question 8: *Our current rates are as follows:*

- *Event Security Officer: \$16.50 per hour*
- *Overnight Security Officer: \$17.50 per hour*
- *Event Supervisors: \$18.50 per hour*
 - *Four (4) hour minimum per shift/individual*

Question 9: Who is the incumbent and how long have they been under contract?

Answer to Question 9: *Sentry Event Services has been providing security services for special events for the past two (2) years. Sentry has been the selected vendor based on informal quotes to provide special events' security staffing. The other services requested in this RFP have not been provided by a vendor.*

Question 10: Is this bid required 3 vehicle?

Answer to Question 10: *Refer to questions 1, 2, and 3, above.*

Question 11: Who is the current incumbent?

Answer to Question 11: *Refer to question 9 above.*

Question 12: When were they awarded the contract? Copy of current contract?

Answer to Question 12: *There is not a contract with Sentry; an annual purchase order has been issued and used as needed.*

Question 13: Estimated usage (number of hours) of prior contract?

Answer to Question 13: *Refer to question 7 above.*

Question 14: How many monthly/annually hours are required for this bid?

Answer to Question 14: *There is no guaranteed number of hours or service utilization as a result of this bid. The intended award will be for services as-needed, and dependent on event size, staffing requirements in Marine & Aviation, and other factors that arise during the contract term.*

Question 15: What is the current bill rate?

Answer to Question 15: *See question 8 above. This is an Request for Proposals, and each respondent's rates are a part of their proposal.*

Question 16: What was the previous bill rate?

Answer to Question 16: *See question 8 above.*

Question 17: What was the contract amount spent last year?

Answer to Question 17: *The city spent approximately \$85,000 in calendar year 2017 for special events security services. Marine & Aviation security and MSB front desk security are new services in this RFP.*



Question 18: Is there any minimum wage/pay?

Answer to Question 18: *An employer must pay employees in accordance with the minimum wage law.*

Question 19: Is there any prevailing wage, living wage ordinance, state or local mandated wage, contract specific wage, or collective bargaining agreement?

Answer to Question 19: *Refer to question 18; we have no other ordinance or rule.*

Question 20: Is there a desired page limit for the proposal submission?

Answer to Question 20: *The RFP does not indicate a page limit for proposals.*

Question 21: Are there any additional Security guard services to this contract?

Answer to Question 21: *The intended award will include any unforeseen security services that may be required in the future.*

Question 22: The Municipal building, lobby reception, post schedule is for 45 weekly hours. Will City personnel cover the desk for daily restroom/lunch breaks thereby reducing the billable hours and potential for routine overtime? If so, what will the billable hours equate to?

Answer to Question 22: *City personnel will cover the desk for daily restroom breaks as well as a thirty (30) minute lunch break.*

End of Questions and Answers

End of Addenda

VENDOR INFORMATION

Company Legal/Corporate Name: SENTRY EVENT SERVICES, INC.

Doing Business As (if different than above): _____

Address: 4201 NORTH DALE MABRY

City: TAMPA State: FLORIDA Zip: 33607

Phone: 813-350-6590 Fax: 813-354-2466

E-Mail Address: JHARPER@SENTRYEVENTSERVICES.COM Website: _____

DUNS # _____

Remit to Address (if different than above):

Address: SAME AS ABOVE

City: _____ State: _____ Zip: _____

Order from Address (if different from above):

Address: SAME AS ABOVE

City: _____ State: _____ Zip: _____

Contact for Questions about this proposal:

Name: JOHN HARPER

Phone: 813-350-6590

Fax: 813-354-2466

E-Mail Address: JHARPER@SENTRYEVENTSERVICES.COM

Day-to-Day Project Contact (if awarded):

Name: JOHN HARPER

Phone: _____

Fax: _____

E-Mail Address: _____

____ Certified Small Business

Certifying Agency: _____

____ Certified Minority, Woman or Disadvantaged Business Enterprise

Certifying Agency: _____

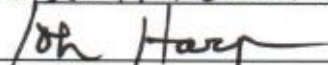
VENDOR CERTIFICATION OF OFFER

By signing and submitting this Proposal, the Vendor certifies that:

- a) It is under no legal prohibition to contract with the City of Clearwater.
- b) It has read, understands, and is in compliance with the specifications, terms and conditions stated herein, as well as its attachments, and any referenced documents.
- c) It has no known, undisclosed conflicts of interest.
- d) The prices offered were independently developed without consultation or collusion with any of the other respondents or potential respondents or any other anti-competitive practices.
- e) No offer of gifts, payments or other consideration were made to any City employee, officer, elected official, or consultant who has or may have had a role in the procurement process for the services and or goods/materials covered by this contract.
- f) It understands the City of Clearwater may copy all parts of this response, including without limitation any documents and/or materials copyrighted by the respondent, for internal use in evaluating respondent's offer, or in response to a public records request under Florida's public records law (F.S. 119) or other applicable law, subpoena, or other judicial process.
- g) Respondent hereby warrants to the City that the respondent and each of its subcontractors ("Subcontractors") will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees.
- h) Respondent certifies that they are not in violation of section 6(j) of the Federal Export Administration Act and not debarred by any Federal or public agency.
- i) It will provide the materials or services specified in compliance with all Federal, State, and Local Statutes and Rules if awarded by the City.
- j) It is current in all obligations due to the City.
- k) It will accept such terms and conditions in a resulting contract if awarded by the City.
- l) The signatory is an officer or duly authorized agent of the respondent with full power and authority to submit binding offers for the goods or services as specified herein.

ACCEPTED AND AGREED TO:

Company Name: SENTRY EVENT SERVICES, INC.

Signature: 

Printed Name: JOHN HARPER

Title: GENERAL MANAGER

Date: 1-29-2018

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

**ADAM H. PUTNAM
COMMISSIONER**

DIVISION OF LICENSING

04/30/15
DATE ISSUED

BB23000036
LICENSE NUMBER

07/22/18
DATE OF EXPIRATION

SENTRY EVENT SERVICES, INC. (TAMPA BRANCH)

4201 NORTH DALE MABRY HWY
TAMPA, FL 33607

THE SECURITY AGENCY BRANCH OFFICE NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF CHAPTER 493, FLORIDA STATUTES.



A handwritten signature in black ink, appearing to read "Adam H. Putnam", is written over a horizontal line.

**ADAM H. PUTNAM
COMMISSIONER**



Invoice

Client: City of Clearwater
Attn: Jim Halios
Event: Lobby Coverage
Date Billed: January 22, 2018
Invoice: **COC011618-2**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Tuesday, January 16, 2018	Lobby	1	8.00	\$17.50	\$140.00
Wednesday, January 17, 2018	Lobby	1	8.00	\$17.50	\$140.00
Thursday, January 18, 2018	Lobby	1	8.00	\$17.50	\$140.00
Friday, January 19, 2018	Lobby	1	8.00	\$17.50	\$140.00
				Sub Total	\$560.00
				Admin Fee	\$22.40
				Sales Tax	\$0.00
				Total	\$582.40

Sentry Event Services, Inc.
4201 North Dale Mabry
Tampa, Florida 33607

Please Include **Invoice Number** on Check.

Thank You For Your Business



Invoice

Client: City of Clearwater
 Attn: Kris Koch
 Event: Pier 60 Overnight
 Date Billed: December 1, 2017
 Invoice: **COC111717-1**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Friday, November 17, 2017	Overnight	1	8.00	\$17.50	\$140.00
Saturday, November 18, 2017	Overnight	1	8.00	\$17.50	\$140.00
Sunday, November 19, 2017	Overnight	1	8.00	\$17.50	\$140.00
Monday, November 20, 2017	Overnight	1	8.00	\$17.50	\$140.00
Tuesday, November 21, 2017	Overnight	1	8.00	\$17.50	\$140.00
Saturday, November 25, 2017	Overnight	1	8.00	\$17.50	\$140.00
Sunday, November 26, 2017	Overnight	1	8.00	\$17.50	\$140.00
Monday, November 27, 2017	Overnight	1	8.00	\$17.50	\$140.00
Tuesday, November 28, 2017	Overnight	1	8.00	\$17.50	\$140.00
Wednesday, November 29, 2017	Overnight	1	8.00	\$17.50	\$140.00
Thursday, November 30, 2017	Overnight	1	8.00	\$17.50	\$140.00
				Sub Total	\$1,540.00
				Admin Fee	\$61.60
				Sales Tax	\$0.00
				Total	\$1,601.60

Sentry Event Services, Inc.
 One Tropicana Drive
 St. Petersburg, Florida 33705

Please Include Invoice Number on Check.

Thank You For Your Business



Invoice

Client: City of Clearwater

Attn: Kris Koch

Event: Sea Blues Festival

Date Billed: February 27, 2017

Invoice: **COC021417-1**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Tuesday, February 14, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Wednesday, February 15, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Thursday, February 16, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Friday, February 17, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Saturday, February 18, 2017	Supervisor	3	43.00	\$18.50	\$795.50
	Security	16	184.50	\$16.50	\$3,044.25
	Event Staff	2	30.00	\$15.95	\$478.50
	Security-Overnight	1	10.00	\$17.50	\$175.00
Sunday, February 19, 2017	Supervisor	3	39.00	\$18.50	\$721.50
	Security	15	165.25	\$16.50	\$2,726.63
	Event Staff	3	37.50	\$15.95	\$598.13
	Security-Overnight	1	10.00	\$17.50	\$175.00
Monday, February 20, 2017	Security-Overnight	2	14.50	\$17.50	\$253.75
				Sub Total	\$10,018.25
				Admin Fee	\$400.73
				Sales Tax	\$0.00
				Total	\$10,418.98

Sentry Event Services, Inc.
One Tropicana Drive
St. Petersburg, Florida 33705

Please Include Invoice Number on Check.

Thank You For Your Business



Invoice

Client: City of Clearwater

Attn: Kris Koch

Address:

Event: Hispanic Heritage Concert

Date Billed: October 20, 2017

Invoice: **COC101117-1**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Wednesday, October 11, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Thursday, October 12, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Friday, October 13, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Saturday, October 14, 2017	Security-Overnight	3	16.25	\$17.50	\$284.38
Sunday, October 15, 2017	Supervisor	3	53.75	\$18.50	\$994.38
	Security	37	412.50	\$16.50	\$6,806.25
	Parking	3	31.25	\$15.95	\$498.44
	Security-Overnight	2	22.00	\$17.50	\$385.00
Sunday, October 15, 2017	Security-Overnight	1	10.00	\$17.50	\$175.00
				Sub Total	\$9,983.44
				Admin Fee	\$399.34
				Sales Tax	\$0.00
				Total	\$10,382.78

Sentry Event Services, Inc.
One Tropicana Drive
St. Petersburg, Florida 33705

Please Include Invoice Number on Check.

Thank You For Your Business



Invoice

Client: City of Clearwater

Attn: Kris Koch

Event: Wild Splash 2017

Date Billed: March 7, 2017

Invoice: **COC030117-1**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Wednesday, March 1, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Thursday, March 2, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Friday, March 3, 2017	Security-Overnight	2	15.00	\$17.50	\$262.50
Saturday, March 4, 2017	Supervisor	4	48.00	\$18.50	\$888.00
	Security	21	198.50	\$16.50	\$3,275.25
	Event Staff	1	12.75	\$15.95	\$203.36
	Security-Overnight	1	8.00	\$17.50	\$140.00
Sunday, March 5, 2017	Security-Overnight	3	10.00	\$17.50	\$175.00
				Sub Total	\$5,469.11
				Admin Fee	\$218.76
				Sales Tax	\$0.00
				Total	\$5,687.88

Sentry Event Services, Inc.
One Tropicana Drive
St. Petersburg, Florida 33705

Please Include Invoice Number on Check.

Thank You For Your Business



Invoice

Client: City of Clearwater
 Attn: Kris Koch
 Event: Jazz Fest
 Date Billed: October 26, 2017

Invoice: **COC100617-1**

Date	Position	NUMBER	HOURS	RATE	TOTAL
Monday, October 16, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Tuesday, October 17, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Wednesday, October 18, 2017	Security-Overnight	3	32.00	\$17.50	\$560.00
Thursday, October 19, 2017	Supervisor	3	26.50	\$18.50	\$490.25
	Security	17	108.00	\$16.50	\$1,782.00
	Parking	3	26.50	\$15.95	\$422.68
Thursday, October 19, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Friday, October 20, 2017	Supervisor	3	30.00	\$17.50	\$525.00
	Security	17	116.00	\$16.50	\$1,914.00
	Parking	2	17.00	\$15.95	\$271.15
Friday, October 20, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Saturday, October 21, 2017	Supervisor	3	37.00	\$17.50	\$647.50
	Security	16	175.50	\$16.50	\$2,895.75
	Parking	2	16.00	\$15.95	\$255.20
Saturday, October 21, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
Sunday, October 22, 2017	Supervisor	3	40.00	\$17.50	\$700.00
	Security	17	180.00	\$16.50	\$2,970.00
	Parking	2	17.50	\$15.95	\$279.13
Sunday, October 22, 2017	Security-Overnight	2	16.00	\$17.50	\$280.00
				Sub Total	\$15,392.65
				Admin Fee	\$615.71
				Sales Tax	\$0.00
				Total	\$16,008.36

Sentry Event Services, Inc.
 One Tropicana Drive
 St. Petersburg, Florida 33705

Please Include Invoice Number on Check.

Thank You For Your Business

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Sentry Event Services, Inc	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. 4201 North Dale Mabry	Requester's name and address (optional) City of Clearwater
6 City, state, and ZIP code Tampa, Florida 33607	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
5	9	-	3	1	0	0	4	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► *John Harg*

Date ► **1-29-2018**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Sentry Events Services, Inc. will provide at Sentry's expense all required uniforms and identification badges for every Security Officer. All employees will be required to wear the approved uniform and identification badges while on duty for the City of Clearwater. Sentry agrees that it is responsible for the cleaning and maintenance of these uniforms. Outdoor weather gear will be issued if deemed necessary for all exterior positions. Sentry requires all Team Members to wear black dress style pants, black shoes, black socks and black belt. All clothing for Security Officers must bear the Sentry Event Services, Inc. logo and name. Examples of current uniforms are shown below:



RFP #01-18, SECURITY SERVICES
EXHIBIT A

Security Deployment: **Sea- Blues**

- 1) **Vendor Gate** – Only letting those with worker wristbands, staffing or artist's credentials, or those cleared on the vendor/volunteer/worker lists through. City vehicles are okay, vendors on the south can enter to unload but cannot enter 1 hr prior to gate openings. This is a main access in to the park, need someone who has sound judgment and will be very personable.
- 2) **Stage Gate** – Only staff or artist guests with correct credentials allowed through gate. VIP guests are to enter on the north side of the park. Catering company and backline/stage companies should be credentialed as well to come through this gate. Your guard will be expected to check everyone's lanyard and use judgment. A very important position.
- 3) **Sidewalk between backstage and VIP** – Only guests with credentials for the backstage/artist area are allowed to enter from North to South (VIP to Backstage). Guests leaving backstage to enter VIP should have credentials to be in both areas. City staff will also use for carts and general show maintenance. This is one of the most vital positions keeping fans and VIP guests out of the backstage area. Many people feel they should gain access but only those with credentials are allowed.
- 4) **VIP/Hospitality Area** – Ensuring those in VIP have the proper credential. No one without credentials should be in your area, if fans are leaving the venue after their time at the event they need to walk around the stage no one can cut through this area. It is a secure area with artists.
- 5) **Bandshell stairs** – Access only for city staff, backline and stage staff, as well as artists on to the stage from our backstage area. Bathrooms are located in the back of the bandshell and may be accessed from here for backstage guests ONLY. This is one of the most sensitive areas in the park to keep people away from artists and stage that do not belong.
- 6) **Reserved Seating/Sponsor Seating/front of stage during acts** – Help fans to located their seats and make sure people are in their correct reserved seat numbers. For the sponsor seating area it is first come first served so making sure people are using the seats correctly and helping them find their seats.
- 7) **Reserved Seating/Sponsor Seating Staff/front of stage during acts** – Help fans to located their seats and make sure people are in their correct reserved seat numbers. For the sponsor seating area it is first come first served so making sure people are using the seats correctly and helping them find their seats.
- 8) **Reserved Seating/Sponsor Entrance** – A set of eyes and ears to make sure people are entering and exiting the area properly and have their proper wristbands in order to enter and to help them find their seats.
- 9) **Stage Right Entrance to Backstage/Office Area** – Only City staff and officials are allowed to use this area between the stage and the offices. This staff will be credentialed as "Event Staff".
- 10) **Entrance between Reserved/VIP seating area and VIP area.** Only guests with VIP, Event Staff, Backstage, or Artist are allowed to enter VIP from reserved seating and should not be in the VIP area without these credentials.
- 11) **Emergency exit Reserved Seating** – Only guests with the specific lanyard to this area will be permitted to access. This is mainly an emergency exit but event goes can come in this way proper passes.

RFP #01-18, SECURITY SERVICES
EXHIBIT A

12) Sidewalk between VIP and GA - Only guests with credentials for the backstage/artist area and VIP area are allowed to enter from North to South (General Admission to VIP). Guests leaving VIP to enter general admission will not need verification. City staff will also use for carts and general show maintenance.

13) Sponsor Hospitality Entrance – Only guests with credentials to this specific tent (PCAN/Threshers) will be allowed entrance. This position will help guests find their specific side of the tent and keep others out of it.

14) North Food Court Gate Entrance – Responsible for making sure no one enters this gate. It will be left unlocked for emergencies but will not allow entrant to any vehicle or foot traffic.

15) North Entrance Gate – Primarily this person can be a floater/break giver but when not doing this role they can position at this gate and assist our volunteers in making sure people enter/egress safely.

16) South Entrance Gate- Primarily this person can be a floater/break giver but when not doing this role they can position at this gate and assist our volunteers in making sure people enter/egress safely.

17) Artist Trailer - Position between backstage office area and artist area. If someone gets to this area without proper lanyard we have had a breakdown. This is another level of defense between the backstage area and the artist trailers and stage. All passing through should have Artist, Event Staff, or Backstage credentials.

18) Dock – Keeping guests from congregating on G dock to watch the show and allowing access for those with proper credentials to pass from boat to boat house.

19 - 22) Parking Lot – 2 will be needed in the library/dolphin tales parking lot areas at all times. 2 will be down below in the event area. Top guards will check to make sure they have correct parking passes that allows them to the bottom of the hill in the event parking area. Overflow parking will follow the curve around the Cleveland Extension. Once this is all full it will be access 1 allowed for 1 departing. All others referred to downtown parking garages. Only those attending the library will be allowed to park in the library lot or they will be towed. Only those attending the dolphin tale exhibit will be allowed to park in their spots or they will be towed. We need to enforce this. After the library and dolphin tale are closed they can turn in to event parking but only after they are closed. After parking is full, 2 guards can help with breaks but 2 should remain at all times until the end of the event. I would like to have the 2 guards help escort people out of the parking lot safety at the end of the night as well. They will need orange vests/flash lights.

