

**ADDENDUM NO. 3  
TO THE BID DOCUMENTS  
FOR THE  
2019-BRAA-02-RFP-SECURITY GUARD SERVICES  
  
BOCA RATON AIRPORT  
BOCA RATON, FLORIDA**

December 3, 2019

PAGE 1 of 1

**TO: ALL HOLDERS OF CONTRACT DOCUMENTS**

- a. Your attention is directed to the following interpretations of, changes in, and additions to the Contract Specifications and Plans for the above named project at Boca Raton Airport, Boca Raton, Florida.
- b. This Addendum is part of the Contract Documents, and the bidders are required to acknowledge receipt of this Addendum in the space provided below.

This addendum includes the following (see attachments):

**1. UPDATED US CBP BADGING AND BOND REQUIREMENTS**

**NOTE: Sign and Return Addendum #1 Cover with Bids**

Acknowledged: \_\_\_\_\_ signature of Bidder

Name of Bidder: \_\_\_\_\_ Date: \_\_\_\_\_

**END OF ADDENDUM NO. 1**

EMPLOYER REQUIREMENTS AND RESPONSIBILITIES

All companies requesting access to CBP security areas are required to:

1. Post a continuous <sup>CBP</sup> 301 Bond (Type 1 or 2) or an Airport Security Bond. The bond is obtained from an authorized surety company as referenced in 19CFR113.37. The face value of the bond depends upon how many employees will require access to the Customs security areas.

Less than 15-	\$ 25,000.00
Between 15 and 25-	\$ 50,000.00
More than 25-	\$100,000.00

- The <sup>CBP</sup> 301 Bond can be designated as an import/broker bond, warehouse bond, international carrier bond, or a non-specific Airport Security Bond.
- Effective June 20, 2005, all new Type 1 bonds will be the responsibility of the Office of Finance (OF), Revenue Division. New Type 1 bond applications will be faxed to (317) 614-4517. Bond filers may send the applications via email with attachments to CBP.BONDQUESTIONS@DHS.GOV, or via fax to (317) 614-4517. The Revenue Division will be responsible for resolving any problems/issues on the Type 1 bonds with the bond filer. Additional information may be located at http://cbp.gov/xp/cgov/import/communications\_to\_industry/pilot\_program.
- Premiums on the continuous bond are paid yearly to their respective insurance agents.
- The bond must be registered with U.S. Customs and Border Protection Entry Control, Room 161, located in the Cargo Clearance Center, 6601 N. W. 25<sup>th</sup> Street, Miami, Florida.
- A copy of the continuous CF 301 bond or an original Airport Security Bond must be filed in the CBP Security Office.
- Employers must immediately notify the CBP Security Office in writing of any change in the status of the company bond (lapsed, terminated, company name or address change, reduced bond amount etc, etc.). All pertinent bond information must be the same as the company (company name, address, IRS number).
- An insufficient bond amount may result in a requirement to increase bond coverage and may result in revocation of CBP access for employees covered under the insufficient bond.
- Violations of CBP Airport Security rules and regulations will subject an employer to liquidated damages of \$1000.00 per violation.

2. Submit a letter of Introduction (Attachment 2) on company letterhead to the ~~Assistant Port Director, Passenger Processing~~ <sup>USCBP</sup>. This letter must include:

- Description/Type of company
- IRS number
- Specific description of duties to be performed.
- Number of employees requiring access
- CBP Security zones (see Attachment 1) to which access is necessary

Vendors are required to obtain a Type II - Airport Security Bond in the amount as listed in #1 above, equal to the number of employees accessing the Customs Facility.



**DEPARTMENT OF HOMELAND SECURITY**  
U.S. Customs and Border Protection

OMB APPROVAL NO. 1651-0050  
EXPIRATION DATE 09/30/2020

**CUSTOMS BOND**

19 CFR Part 113

<b>CBP USE ONLY</b>	<b>BOND NUMBER</b> (Assigned by CBP)
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Broker Filer Code: \_\_\_\_\_ Surety Reference Number: \_\_\_\_\_

In order to secure payment of any duty, tax or charge and compliance with law or regulation as a result of activity covered by any condition referenced below, we, the below name principal(s) and surety(ies), bind ourselves to the United States in the amount or amounts, as set forth below. Execution Date

**SECTION I – Select Single Transaction OR Continuous Bond (not both) and fill in the applicable blank spaces.**

<input type="checkbox"/> <b>SINGLE TRANSACTION BOND</b>	Identification of transaction secured by this bond (e.g., entry number, seizure number, etc.)	Transaction Date	Port Code
<input type="checkbox"/> <b>CONTINUOUS BOND</b>	Effective Date	This bond remains in force for one year beginning with the effective date and for each succeeding annual period, or until terminated. This bond constitutes a separate bond for each period in the amounts listed below for liabilities that accrue in each period. The intention to terminate this bond must be conveyed within the period and manner prescribed in the CBP Regulations.	

**SECTION II – This bond includes the following agreements. Check one box only. (Except 3a may be checked independently or with 3.)**

Activity Code	Activity Name and CBP Regulations in which conditions codified	Limit of Liability	Activity Code	Activity Name and CBP Regulations in which conditions codified	Limit of Liability
<input type="checkbox"/> 1	Importer or broker .....§113.62		<input type="checkbox"/> 8	Detention of Copyrighted Material ..... §113.70 -Single Transaction Only-	
<input type="checkbox"/> 1a	Drawback Payments Refunds .....§113.65		<input type="checkbox"/> 9	Neutrality ..... §113.71 -Single Transaction Only-	
<input type="checkbox"/> 2	Custodian of Bonded Merchandise §113.63 (Includes bonded carriers, freight forwarders, cartmen and lightermen, all classes of warehouse, container station operators) -Continuous Bond Only-		<input type="checkbox"/> 10	Court Costs for Condemned Goods .....§113.72  -Single Transaction Only-	
<input type="checkbox"/> 3	International Carrier.....§113.64		<input type="checkbox"/> 11	Airport Security Bond.....Part 113 App A	
<input type="checkbox"/> 3a	Instruments of International Traffic... §113.66 -Continuous Bond Only-		<input type="checkbox"/> 12	International Trade Commission (ITC) Exclusion Bond.....Part 113 App B	
<input type="checkbox"/> 4	Foreign Trade Zone.....§113.73 -Continuous Bond Only-		<input type="checkbox"/> 14	In-Bond Export Consolidation Bond	
<input type="checkbox"/> 5	Public Gauger..... §113.67		<input type="checkbox"/> 15	Intellectual Property Rights (IPR)	
<input type="checkbox"/> 6	Wool & Fur Products..... §113.68 Labeling Acts Importation -Single Transaction Only-		<input type="checkbox"/> 16	Importer Security Filing (ISF) .....Part 113 App D	
<input type="checkbox"/> 7	Bill of Lading.....§113.69 -Single Transaction Only-		<input type="checkbox"/> 17	Marine Terminal Operator -Continuous Bond Only-	

<b>PRINCIPAL</b>	By checking the box you agree that you have a seal in accordance with 19 CFR 113.25 ▶	<b>AFFIX SEAL or Check Box</b>
Name and Physical Address (including legal description and state of incorporation)	CBP Identification Number:	<input type="checkbox"/> Check Box
	Signature	

Principal and surety agree that any charge against the bond under any of the listed names is as though it was made by the principal(s). Principal and surety agree that they are bound to the same extent as if they executed a separate bond covering each set of conditions incorporated by reference to the CBP regulations into this bond. If the surety fails to appoint an agent under Title 31, United States Code, Section 9306, surety consents to service on the Clerk of any United States District Court or the U.S. Court of International Trade, where suit is brought on this bond. That clerk is to send notice of the service to the surety at: ▶

Mailing Address Requested by the Surety

**SURETY**

Name and Physical Address (including legal description and state of incorporation)	Surety Number	Agent ID Number	<input type="checkbox"/> Check Box
	Signature		

Broker Filer Code: \_\_\_\_\_ Surety Reference Number: \_\_\_\_\_

Principal Name: \_\_\_\_\_ CBP Identification Number: \_\_\_\_\_

**AFFIX SEAL  
or  
Check Box**

By checking the box you agree that you have a seal in accordance with 19 CFR 113.25

Check Box

**CO-PRINCIPAL**

<i>Name and Physical Address (including legal description and state of incorporation)</i>	CBP Identification Number:	<input type="checkbox"/> Check Box
	Signature	

**SECTION III – List below the complete name of all trade names or unincorporated divisions that will be permitted to obligate this bond in the principal's name including their CBP Identification Number(s).**

CBP Identification Number	Name	CBP Identification Number	Name
			Total Number of Importer Names listed in Section III:

**CO-SURETY**

<i>Name and Physical Address (including legal description and state of incorporation)</i>	Surety Number	Agent ID Number	<input type="checkbox"/> Check Box
	Signature		

**CUSTOMS BOND  
INSTRUCTIONS FOR COMPLETION**

All fields are required unless otherwise stated in these instructions.

**PAGE 1 CBP FORM 301**

**Broker Filer Code:** Provide a number that identifies the filer of the bond, whether a Customs broker or surety agent or other party authorized to file the bond.

**Surety Reference Number:** A 9-digit self-generated surety reference number that a surety may opt to submit to CBP instead of a social security number to be used as a bond control number.

**Execution Date:** Provide the date that the last required signature of the surety or the bond principal is affixed to the bond.

- Continuous Bonds: Must be the same date or earlier than the effective date
- Single Transaction Bonds: Must be the same date or earlier than the transaction date

**SECTION I**

**NOTE:** The Single Transaction Bond **or** the Continuous Bond box must be checked as appropriate, but not both.

- Single Transaction Bond: Check box next to Single Transaction Bond and line out Continuous Bond (lining out is optional). Check only if the bond will cover a single transaction.
- Continuous Bond: Check box next to Continuous Bond and line out Single Transaction Bond (lining out is optional).

**Identification of transaction secured by this bond (e.g., entry number, seizure number, etc.):** For a Single Transaction only. Do not complete this box if you are filing a Continuous Bond. If this Single Transaction Bond covers Activity Code 1 or 1a, provide an entry number. If this Single Transaction Bond covers Activity Code 10, provide a seizure number. If this Single Transaction Bond covers Activity Code 16, provide unique ISF transaction number. If the Single Transaction Bond covers Activity Codes 1 and 16 (a unified filing), provide an entry number and a unique ISF transaction number. For any other activity code for which a Single Transaction Bond is allowed, you may provide an identifying number.

**Transaction Date:** If this is a single transaction bond, provide the date the transaction occurs, if known.

- Single Transaction Bond: Required field
  - Activity Code 1, 1a, 3, 5, 6, 7, 8, 9, 10
    - If known, enter date of transaction
    - If not known, transaction due date would be the execution date
  - Activity Code 16
    - Enter date of ISF transmission
- Continuous Bond: Not applicable, leave blank

**Port Code:** Provide the 4-digit code of the Port where the single transaction is to occur. Leave blank for continuous bonds.

**Effective Date:** For a continuous bond only. Provide the date that transactions under the continuous bond may begin to be accepted by CBP.

- The effective date must be the same or after the execution date

## SECTION II

**Activity Code:** Check the appropriate Activity Code. Only one (1) box may be checked, except 3a may be checked independently or with 3. Filers may opt to line out all unused activity codes.

For Airport Security Bonds, check continuous and Activity Code 11.

**NOTE:** Do not check boxes 12, 14, 15, or 17. Until further notice, this Form will not be used for those Activity Codes. Separate bonds must be filed. For Activity Code 12, see Appendix B to Part 113 of the CBP Regulations (19 CFR Part 113). For Activity Code 17, see the Notice of Specific Instruction, Customs Bulletin and Decisions, Vol. 40, No. 52, December 20, 2006, at page 7 for the terms and conditions of the Marine Terminal Operator Bond. For Activity Codes 14 and 15, see the Port Director at the port in which the bond is to be filed.

- **Limit of Liability:** Provide a number indicating the amount of the bond next to the activity code checked. The amount must be in whole dollars (always round up if there are cents for a Single Transaction Bond).
- Enter "N/A" in all other Limit of Liability areas next to the lined out activity codes. (This is optional)

### PRINCIPAL

**Name and Physical Address (including legal description and state of incorporation):** Provide the full name and legal description (i.e. corporation, partnership, individual, etc.) of the bond principal, a physical address (not a P.O. Box), and the state of incorporation, if applicable.

**For Continuous Bonds:** If a limited partnership, provide a copy of the partnership agreement. If a general partnership, provide the names and addresses of the partners on the bond form (e.g., A general partnership comprised of <name>, <name>, etc.)

**CBP Identification Number:** Provide the CBP identification number filed pursuant to 19 CFR 24.5. When the Internal Revenue Service (IRS) Employer Identification Number (EIN) is used, the two-digit suffix code must be included and an eleven-digit number must be provided.

**Signature:** Provide the signature of a party authorized to bind the principal to the bond contract. The name and title (or Attorney in Fact) of the party signing the bond must be typed in this box also. If Attorney in Fact is signing the bond, the Company Name of the Attorney in Fact must be typed in this box.

**SEAL:** Principal must determine if a seal is required under the law of the state in which the bond is executed. A checked box indicates a seal is affixed or submitted electronically to CBP as per 19 CFR 113.25. An unchecked box is an acknowledgment that no seal is required.

**Mailing Address Requested by the Surety:** Provide a mailing address where the surety may receive notice of service.

### SURETY

**Name and Physical Address (including legal description and state of incorporation):** If applicable provide the full surety name as it is set forth in the Treasury Listing of Approved Sureties published in the Federal Register by the Department of the Treasury (Treasury Department Circular 570), and a physical address. If an individual surety, provide name and legal description of the surety, and a physical address.

**Surety Number:** Provide the 3-digit identification code assigned by CBP to a surety company.

**Agent ID Number:** Provide an identification number as identified by the surety granting such power of attorney. If an individual, a social security number may be provided, but a CBP-assigned number may also be used.

**Signature:** Provide the signature of a party authorized to bind the surety to the bond contract. The name and title (or Attorney in Fact) of the party signing the bond must be typed in this box also.

**SEAL:** Surety must determine if a seal is required under the law of the state in which the bond is executed. A checked box indicates a seal is affixed or submitted electronically to CBP as per 19 CFR 113.25. An unchecked box is an acknowledgment that no seal is required.

**PAGE 2 CBP FORM 301**

If there is no substantive information on page 2 of the CBP 301 form, it need not be filed with CBP (Single Transaction or Continuous Bonds). Substantive information is limited to Co-Principal, Section III Divisions/Users, and Co-Surety. If page 2 is required, the four header data items (Broker Filer Code, Surety Reference Number, Principal Name, and CBP Identification Number) must be provided and identical to those fields on page 1.

**CO-PRINCIPAL**

Follow the same instructions as for the principal.

**SECTION III**

List the complete name of all trade names or unincorporated divisions that will be permitted to obligate the bond in the principal's name including their CBP identification numbers: Provide the complete name for each entity listed (e.g., ABC Company DBA 123 Company.) If the identification number is based upon an EIN, the number must match the base number (the first nine digits of a principal's identification number on the bond).

Total Number of Importer Names Listed in Section III: Provide total number of entities listed. If none, enter a 0 (zero). Do not include the main principal or any co-principals in the total number of Section III users.

**CO-SURETY**

Follow the same instructions as for the surety.

**OTHER INSTRUCTIONS**

If a bond has more than two (2) co-principals, a CBP Form 301A must be used. Note that co-principals cannot be added by rider. The bond must be terminated and replaced to add (or delete) a co-principal.

For bond conditions, refer to Part 113, Subpart G, CBP regulations and the Appendices to that Part.

Paperwork Reduction Act Notice: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0050. The estimated time to complete this application is 15 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of International Trade, Regulations and Rulings, 799 9<sup>th</sup> Street, NW., Washington, DC 20229.

Privacy Act Statement: The following notice is given pursuant to section 7(b) of the Privacy Act of 1974 (5 U.S.C. 552a). Furnishing the information of this form, including the Social Security number, is mandatory. The primary use of the Social Security Number is to verify, in the CBP Automated System, at the time an agent submits a CBP bond for approval that the individual was granted a Corporate Surety Power of Attorney by the surety company. Section 7 of the Act of July 30, 1947, chapter 390, 61 Stat. 646, authorizes the collection of this information.

19 CFR 113, Appendix A.  
 Language for Typell - Airport Security Bond.

U.S. Customs and Border Protection, DHS; Treasury

Pt. 113, App. A

(1) Exonerate the United States and its officers from any risk, loss, or expense arising from the principal's operation of the foreign trade zone or subzone;

(2) Pay the compensation and expenses of any Customs officer, as required by law or regulations.

(e) *Payment of Annual Fee.* The principal agrees to pay timely any annual fee or fees as provided in the Customs Regulations. If the principal defaults, the obligors agree to pay liquidated damages equal to the amount of the annual fee due but not paid and an amount equal to one percent of the annual fee for each of the first seven days the annual fee is in arrears, two percent of the annual fee for each of the succeeding seven days the annual fee is in arrears, and three percent of the annual fee for each day thereafter in which the annual fee is in arrears.

[T.D. 84-213, 49 FR 41171, Oct. 19, 1984, as amended by T.D. 86-16, 51 FR 5063, Feb. 11, 1986; T.D. 88-72, 53 FR 45902, Nov. 15, 1988; T.D. 94-81, 59 FR 51495, Oct. 12, 1994; T.D. 01-26, 66 FR 16854, Mar. 28, 2001; CBP Dec. 08-46, 73 FR 71781, Nov. 25, 2008]

**§ 113.74 Bond conditions to indemnify a complainant under section 337 of Tariff Act of 1930, as amended.**

A bond to indemnify a complainant under section 337 of the Tariff Act of 1930, as amended, must contain the conditions listed in appendix B to this part. The bond must be a single entry bond and must be filed in accordance with the provisions set forth in 19 CFR 12.39(b)(2). For the forfeiture or return of this bond, the provisions of 19 CFR 210.50(d) will apply.

[T.D. 00-87, 65 FR 77815, Dec. 13, 2000]

**§ 113.75 Bond conditions for deferral of duty on large yachts imported for sale at United States boat shows.**

A bond for the deferral of entry completion and duty deposit pursuant to 19 U.S.C. 1484b for a dutiable large yacht imported for sale at a United States boat show must conform to the terms of appendix C to this part. The bond must be filed in accordance with the provisions set forth in § 4.94a of this chapter.

[68 FR 13626, Mar. 20, 2003]

APPENDIX A TO PART 113—AIRPORT  
 CUSTOMS SECURITY AREA BOND  
 AIRPORT CUSTOMS SECURITY AREA BOND

(name of principal) \_\_\_\_\_  
 of \_\_\_\_\_  
 and \_\_\_\_\_

(name of surety) \_\_\_\_\_  
 of \_\_\_\_\_

are held and firmly bound unto the United States of America in the sum of \_\_\_\_\_ dollars (\$\_\_\_\_), for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WITNESS our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

WHEREAS, the principal (including the principal's employees, agents, and contractors) desires access to Customs airports security areas located at \_\_\_\_\_ Airport during the period of one year beginning on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, and ending on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, both dates inclusive;

*Now, Therefore, the Condition of this Obligation is Such That—*

The principal agrees to comply with the Customs Regulations applicable to Customs security areas at airports.

If the principal defaults on the condition of this obligation, the principal and surety jointly and severally, agree to pay liquidated damages of \$1,000 for each default or such other amount as may be authorized by law or regulation.

*Signed, Sealed, and Delivered in the Presence of—*

\_\_\_\_\_  
 Name  
 Address

\_\_\_\_\_  
 Name  
 Address  
 Principal (SEAL)

\_\_\_\_\_  
 Name  
 Address

\_\_\_\_\_  
 Name  
 Address