

Peralta Community College District
REQUEST FOR PROPOSALS
FOR THE DISTRICT-WIDE COMMUNITY-BASED SAFETY AND SECURITY SERVICES
RFQ/P #24-25/18



NOTICE IS HEREBY GIVEN that the Peralta Community College District ("District") is requesting qualified persons, firms, partnerships, corporations, associations, or professional organizations to provide Security and Safety Consulting services for Peralta Community College District (PCCD). **There will be no Pre-Proposal Meeting.**

ALL SOQs & PROPOSALS ARE DUE ELECTRONICALLY BY 2:00 PM PST, MAY 30, 2025. Oral, telegraphic, facsimile, telephone, or email Proposals will not be accepted. Proposals received after this date and time will not be accepted and will be returned, unopened. All Proposals must be submitted electronically using the Peralta Community College website through the purchasing department through the following link:

[Planet Bids](#)

Each submittal must conform and be responsive to the requirements set forth in this RFQ/P.

The District reserves the right to waive any informalities or irregularities in received submittals. Further, the District reserves the right to reject and all submittals and to negotiate contract terms with one or more respondent firms for one or more of the work items. The District retains the sole discretion to determine issues of compliance and to determine whether a respondent is responsive, responsible, and qualified.

If you have any questions regarding this RFQ/P, please submit them via Planet Bids at the link above before 2:00 PM PST May 23, 2025. Answers will be posted on the District Website.

Project Manager: Abdul Pridgen
Interim Executive Director of Community Safety

John Hiebert
Buyer

RFQ/P RESPONSE SCHEDULE SUMMARY

The District reserves the right to change the dates on the schedule without prior notice.

Date	Event
May 9, 2025	Release of RFQ/P
	There will be no Pre-Bid Meeting
May 23, 2025; 2:00 PM PST	Deadline for submitting written questions (RFI)
May 27, 2025; 2:00PM	Deadline for District answering written questions
May 30, 2025; 2:00 PM PST	Deadline for submitting SOQs/Proposals
June TBD	Board of Trustees Meeting

PART I.

INTRODUCTION

Founded in 1964, the Peralta Community College District (“PCCD” or “District”) is a collaborative community of colleges comprised of Berkeley City College, College of Alameda, Laney College, and Merritt College. The Peralta Colleges provide a dynamic multicultural learning environment offering accessible, high-quality educational programs and services, including two-year degrees, certificates, and university transfer programs to more than 30,000 students. The District currently has an active program at all four sites. Measure G was approved by the voters in November 2018, allowing the District to issue and sell bonds up to \$800,000,000.

The District is asking experienced and proven firms to submit their qualifications and proposals to provide Safety and Security Consulting services for the District’s Community-Based Safety Services. This RFQ/P defines the Safety and Security services sought and generally outlines the Projects’ requirements.

LIMITATIONS

The District reserves the right to contract with any entity responding to this RFQ/P. The District makes no representation that participating in the RFQ/P process will lead to an award of contract or any consideration whatsoever. The District shall in no event be responsible for the cost of preparing a response to this RFQ/P. The awarding of a contract, if at all, is at the sole discretion of the District.

The District reserves the right to reject any and all Proposals, to waive any irregularities or informalities not affected by law, to evaluate each Proposals submitted, and to award contracts, if any, according to the Proposals which best serves the interest of the District at a reasonable cost to the District. Any contract(s) resulting from this RFQ/P, however, will be made according to the form of the Independent Services Agreement provided as a separate attachment on Planet Bids.

The respondent's Proposals, and any other supporting materials submitted to the District in response to this RFQ/P, will not be returned and will become the property of the District unless portions of the materials are designed as proprietary at the time of submittal, and are specifically requested to be returned. Vague designations and/or blanket statements regarding entire pages or documents are insufficient and will not bind the District to protect the designated matter from disclosure. Pursuant to *Michaelis, Montanari & Johnson v. Superior Court* (2006) 38 Cal.4th 1065, Proposals shall be held confidential by the District and shall not be subject to disclosure under the California Public Records Act until after either: (1) the District and the successful Respondent have completed negotiations and entered into an Agreement, or (2) the District has rejected all Proposals. Furthermore, the District will have no liability to the Respondent or other party as a result of the any public disclosure of any Proposal.

FULL OPPORTUNITY

The District hereby affirmatively ensures that Disadvantaged Business Enterprises ("DBE"), Small Local Business Enterprises ("SLBE"), Disabled Veterans Business Enterprises ("DVBE"), and minority business enterprises shall be afforded full opportunity to submit Proposals in response to this RFQ/P, and will not be discriminated against on the basis of race, color, gender, sexual orientation, political affiliation, age, ancestry, religion, marital status, national origin, medical condition or disability in any consideration leading to the award of the contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits, or otherwise subjected to discrimination in any consideration leading to the award of contract.

RESTRICTIONS ON LOBBYING AND CONTACTS

From the period beginning on the date of the issuance of this RFQ/P and ending on the date of the award of the contract, no person or entity responding to this RFQ/P, nor any officer, employee, representative, agent, or consultant representing such a person or entity shall contact through any means or engage in any discussion regarding the RFQ/P, the evaluation or selection process or the award of the contract(s) with any member of the District's Governing Board ("Board"), selection committee members, or any member of the Citizen's Oversight Committee, or with any employee of the District except for clarifications and questions as described herein. Any such contact shall be grounds for disqualification of the entity submitting a Proposal.

PART II

PROJECT DESCRIPTION

Project Name: District-Wide Community Based Safety and Security Services

The Peralta Community College District (District) includes Laney College in downtown Oakland, Berkeley City College in downtown Berkeley, Merritt College in the Oakland Hills, and the College of Alameda on Alameda Island. District offices are located across the street from Laney College.

SCOPE OF SERVICES

The District is willing to hire one to four firms to service the District regarding this proposal. The District at its own discretion may elect to hire at least one vendor(s) per campus and have them separately and independently providing services to respective campuses or depending on one vendor's staffing and capabilities a single vendor(s) could be selected to provide services for multiple campuses. The District is highly interested in small local business (SLBE/SBE) or other businesses from the East Bay to meet the mission and vision of the District and the community we serve.

The District is seeking a community-focused security service(s) that prioritizes procedural justice and personal engagement between the security team, students, faculty, staff and administration. The ideal vendor(s) will understand restorative justice principles and de-escalation techniques and will have a track record of earning the trust of the communities they serve. The vendor(s) and those that they employ, will have a heightened sensitivity to communities of color and communities that have experienced the de-humanizing effects of institutional racism, oppression and willful neglect. The security firm will employ a team, reflective of the campus community, of first responders that will be dispatched through the District's centralized dispatcher.

Security personnel will walk the campus during scheduled hours or will be stationed strategically throughout the District. Personnel will be unarmed, though a two-way radio device will be provided with connectivity to other district staff and the District's dispatchers. The goal of this RFP is to create a non-lethal, non-traditional security layer that may respond to challenges before the traditional policing services are necessary. Services provided under this contract will be integrated into our comprehensive, holistic community safety model and collaborate with our student safety aide program, administered by the Merritt College Administration of Justice Program.

Ideally, the successful vendor(s) will be an established entity, familiar with the District's many communities, with an established reputation for successfully working in communities of ethnic, cultural and religious diversity. The ideal approach to security will include community engagement and respect. The vendor(s) will consider partnerships that may exceed the scope of this RFP, demonstrating their credibility with other public or private

organizations, beyond the District's four college borders. The successful vendor(s) will actively engage in assisting the District in building a security model that requires input from others, including (but not limited to) District leadership, community groups, peer groups, neighborhood groups, student groups, faculty and staff groups.

Specific services and requirements may include the following:

1. Walking the campus with two-way communication devices;
2. Engagement with students, staff, faculty and administration;
3. First responders to non-violent situations or situations requiring de-escalation tactics;
4. Ensuring main doors are opened and disarmed at the beginning and end of school day;
5. Classrooms are opened as needed;
6. Providing access to equipment as requested;
7. Providing Student/Visitor Information;
8. Student escort service to parking lots, as needed;
9. Attendance at Student Leadership Organization meetings on a regular basis;
10. Work within existing reporting systems (college and district administration) with particular attention to reporting on the use and implementation of restorative justice practices;
11. Personnel are expected to wear informal "uniforms" (or other identifying clothing) provided by the vendor(s);
12. Personnel will maintain a daily activity log, due by the end of the workday, and electronically submit the daily activity log to the Department of Community Safety;
13. Personnel will prepare and electronically submit incident or informational reports, due by the end of the workday, to the Department of Community Safety;
14. Provide monthly written reports, electronically, of activity to the Department of Community Safety;
15. May be asked to secure a building in the event of vandalism, or other natural event that causes damage to the property;
16. The selected firm will be responsible for providing training to their personnel, based on their assessment of the needs of the District.

The Contracted Firm may provide Safety and Security related services, including, but not limited to the following, and/or as described in the form of the Independent Services Agreement provided as a separate attachment on Planet Bids.

- A. The safety and security provider must also have substantial experience providing centralized dispatch services, including:
- Coordinating and supporting on-duty officers and, as appropriate, engaging with and guiding local law enforcement for emergency situations;
 - Emergency response and proper notification and tracking of campus incidents, emergencies and other security concerns;
 - Compliance with the District's Emergency Operating Procedures ("EOP") and its other policies and requirements; and
 - POST certification pursuant to California Penal Code § 832 (Strongly desired)
- B. The safety and security provider will be an established entity with at least 5 years of experience, familiar with the district's many communities, with an established reputation for successfully working in communities of ethnic, cultural, and religious diversity. The provider will actively assist the district in building a security model that incorporates input from District leadership, community and neighborhood groups, peer groups, student groups, and faculty and staff groups, among others. All personnel must be unarmed, equipped with and trained on two-way radio devices and possess excellent communication skills, and will primarily be expected to walk the campus, provide escort services, secure premises, identify potential safety issues and provide support for campus emergencies and incidents.
- C. The safety and security provider will be expected to:
1. Provide twenty-four (24) hour security and safety services as described herein and additionally, from time to time, as requested by the Interim Executive Director of Community Safety.
 2. Provide twenty-four (24) hour wayfinding and escort services for students, faculty, staff, and guests.
 3. Staff, supervise and train security/safety officers and dispatchers who meet the requirements listed below;
 4. Work hand-in-hand with the Interim Executive Director of Community Safety to support the district's ongoing development of its campus wide, community focused safety and security program

- and processes.
5. Support and work collaboratively with the district's security and criminal justice academic program, as requested by the district, including its Student Safety Aides.
 6. Engage regularly and meaningfully with students, staff, faculty, and administration;
 7. Partner with the District to establish service level agreements ("SLAs") and key performance indicators ("KPIs") to ensure quality performance and engagement of the provider and the assigned officers and dispatcher.
 8. Equip all personnel with appropriate uniforms, acceptable to the district, and necessary equipment.
 9. Hold a Private Patrol Operator certification and a Security Guard Registration license.
 10. Observe best practices in the performance of its services, and take all precautions required by law to provide for the safety and protection of all its personnel as well as the individuals and property in which it comes in contact in connection with the provision of its services on behalf of the district.
 11. Comply with all applicable requirements of the Federal Occupational Safety and Health Administration ("OSHA") and the California Occupational Safety and Health Act.
 12. Ensure that all personnel assigned to the district meet the legal requirements for campus security officers, including as mandated by Cal. Bus. & Prof Code, div. 3, Ch. 11.5 (Private Security Forces) and Cal. Educ. Code, including (but not limited to) Cal. Educ. Code §§ 38001.5 and 72330.5
 13. Ensure that personnel assigned to work with the District have been trained, to the District's satisfaction, on (1) restorative justice principles; (2) de-escalation techniques; (3) community engagement; (4) customer service; (5) S.B. 1626 obligations; (6) CPR/First Aid; (7) mental health and crisis spotting; (8) compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), 20 U.S.C. § 1092, 34 C.F.R. § 668.46; (9) the Kristin Smart Campus Safety Act of 1998 ("Campus Safety Act"), Cal. Educ. Code § 67381 et seq.; (10) mandatory reporting requirements under state and federal law; (11) issues relating to harassment, discrimination, and retaliation; and (12) dealing with armed individuals or those under the influence of drugs or alcohol;

14. Be familiar with, and have experience using, the ARMS Information Management System and the National Incident Base Reporting System (“NIBRS”);
15. Possess the requisite insurance coverage.
16. Be aware and familiar with the resources available to students and staff at the District and within the broader community, including but not limited to the District’s Student Health Services (including mental health services), College Wellness Centers, the Drug Abuse and Alcohol Prevention Program (“DAAPP”), the Roots Community Health Clinics, Crisis Support Services of Alameda County, East Bay Regional, local shelters, community hotlines, the District’s Title IX office, and community-based service providers for survivors of sexual misconduct, assault, and gender-based violence; and
17. Attend Student Leadership Organization meetings on a regular basis.

D. Safety Officers assigned by Security Provider to work with the district must:

1. Hold a BSIS Security Guard certification;
2. Engage with students, faculty, staff, and the community in a professional manner;
3. Maintain a professional appearance while at work, including always wearing the proper uniform and carrying necessary equipment;
4. Be physically capable of walking long distances and standing for long periods of time and of staying alert during their shift.
5. Regularly inspect campus buildings to identify any maintenance or safety issues;
6. Secure buildings or property in the event of vandalism or damage from natural causes;
7. Provide students, faculty, staff, and guests with basic information, directions, and access to District equipment, upon request, as well as escort services;
8. Be able to patrol campus on foot, bike, and/or car;
9. Ability to drive standard motor vehicles and a valid driver’s license;
10. Ability to lift up to fifty (50) pounds;
11. Regularly prepare and submit written reports, including (1) a daily activity log; (2) monthly written reports of activity; and (3) incident or informational reports, as needed.
12. Familiarize themselves with the campus(es) – campus buildings and facilities - to which they are assigned, as well as District and community resources;

13. Representative of and sensitive to the needs of the racially, religiously and economically diverse communities served by the district.
14. Understand and comply with their reporting obligations under District policies, federal law, and state law;
15. Participate in learning portals and on-the-job training and exercise the skills and behaviors learned from these portals and training;
16. Respond appropriately and non-violently when notified of a potential security risk, using de-escalation techniques when needed; and
17. Engage local law enforcement when needed and monitor ongoing security concerns until law enforcement arrives.
18. Trained in CPR and first aid;
19. Trained in de-escalation techniques;
20. Trained in recognizing and responding to an ongoing mental health crisis;
21. Trained in the Clery Act and experienced in creating Clery reports; and
22. Trained in the administration of opioid overdose reversal medication.

The selected consultant(s) and/or consultant teams shall keep proper records of all projects for services pursuant to this contract, including, but not limited to, copies of all project correspondence, deliverables, and schedules. All such project records shall be submitted to the District after the completion of the project and shall become property of the District.

The selected consultant(s) must have sufficient staff to promptly complete assigned tasks. Work must begin on assigned tasks within ten (10) days of notification to proceed.

Deliverables, as specified in each Request for Task Order, will be prepared in accordance with the applicable codes and regulations and District standards including, but not limited to, the District and/or College standards.

PART III

REQUIREMENTS FOR SUBMITTAL OF QUALIFICATIONS

A. FORMAT REQUIREMENTS

Please limit proposals to no more than fifteen (15) pages (cover letters, table of contents, dividers, licenses, resumes, and exhibits are not included in the page count). Each Proposal shall include a Front Cover stating the following: "Proposal for [Firm Name] in Response to Peralta Community College District's RFQ-P #24-25/18."

The Proposal electronic file shall be formatted as follows:

1. Each Proposal shall include a table of contents.
2. Proposals shall include divider tabs labeled with boldface headers as outlined below (e.g., the first tab will be entitled "Cover Letter," the second tab would be entitled "Business Information," etc.).
3. Proposals shall include a cover sheet listing the firm's name, the total number of pages, and identifying any pages that were removed due to proprietary information.

Each submission package will be reviewed to determine its completeness prior to the actual evaluation. If a respondent does not respond to all categories requested, the **respondent may be disqualified from further consideration.**

B. RFQ/P CONTENT REQUIREMENTS

1. TAB 1- COVER LETTER (maximum of 1 page)

- a. Provide background about your firm, including the history of the company, the location of the home office, and the philosophy of the founders. Identify one point of contact for this solicitation and their name, title, phone number, and email address.
- b. Provide a letter of introduction signed by an authorized officer of the firm. If the Security & Safety firm is a joint venture, duplicate the signature block and have a principal officer also sign on behalf of each party to the joint venture.
- c. Include a brief description of why your firm is well-suited for, and can meet, District's needs.
- d. Point of Contact During Evaluation and Award Process. Clearly identify the individual(s) who are authorized to speak for the firm during the evaluation process. Name, email address, and phone number for no more than two (2) individuals who can respond to questions and correspondence on behalf of the Proposer.
- e. **Must include the following statement:** ["INSERT COMPANY'S NAME] received a copy of the District's Security & Safety Independent Consultant Agreement ("Agreement") provided as a separate attachment on Planet Bids. [INSERT COMPANY'S NAME] has reviewed the indemnity provisions and professional liability insurance provisions contained in the agreement. If

given the opportunity to contract with the District, [INSERT SERVICE COMPANY'S NAME] has no objections to the use of the Agreement.”

- f. Respondent shall certify that no official employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.
- g. Respondent shall certify that no official employee of the firm has ever been convicted of an ethics violation.

2. TAB 2- BUSINESS INFORMATION

Please provide the following information

- a. Company name
- b. Address
- c. Telephone
- d. Fax
- e. Website
- f. Name and email of main contact
- g. Federal Tax I.D. Number
- h. License or registration number
- i. Type of organization/business structure (ownership; legal form, i.e., corporation, partnership, etc., and senior officials in company). If a joint venture, describe the division of responsibilities between participating companies, offices (location) that would be the primary participants, and percentage interest of each firm
- j. A brief description and history of the firm, including number of years the firm has been in business and the date firm was established under its given name
- k. Number of employees (licensed professionals, technical support)
- l. Location of office where the bulk of services solicited will be performed
- m. Any State or California certification for your firm indicating small business or Disabled Veteran Business Enterprise status
- n. How sub-consultants are generally used by your firm and to what extent work is performed in-house versus by a sub-consultant
- o. Provide similar information for proposed sub-consultants
- p. How sub-consultants will be utilized on the Project(s) and to what extent work will be performed in-house

3. TAB 3– PROJECT APPROACH (2 pages)

Describe how your firm provides a community-based model of security.

Describe your approach to the community-based security model by answering some or all of the following questions:

- a. How does your firm provide security services that emphasize restorative justice principles?
- b. How does your firm provide security services that emphasize community engagement and interaction?
- c. How do you create a culture where challenging interactions with the campus community are approached from a curious, empathetic, and supportive perspective?
- d. What training(s) do you provide to ensure personnel understand how to de-escalate a situation? Are there situations where your staff escalated a situation? If so, what proactive steps did you take to ensure future escalations would not occur?
- e. What training(s) do you provide to ensure personnel are racially aware and sensitive to cultural, racial, and economic diversity?
- f. Are there any issues that may be important to identify before personnel is integrated into the community?
- g. Is there an assessment phase? An implementation phase?

4. TAB 4- OBJECTIVES (1 page)

- a. What are the key performance indicators that your firm identifies in order to solve the issue at hand?
- b. What are the keys to success?
- c. How do you measure success?

5. TAB 5- CASE STUDY (1 page)

Using an existing client model, explain how your firm tailored their services to meet the needs of a client.

- a. What processes did you use to better understand the problem?
- b. How did you adjust your personnel to better meet those needs?
- c. What were the lessons learned from the process?
- d. What would you change if you had the opportunity to start over?

6. TAB 6- FEE PROPOSAL (1 page)

Describe the services to be provided for each of the four Colleges and the District as well as for Dispatch.

- a. How many personnel are stationed at each campus, for how many hours per week, and for how many weeks? Differentiate between safety officers and dispatchers. Include supervisory personnel and equipment costs (if any).
- b. Provide hourly rates for all personnel participating in the program.
- c. If phases are required (assessment, implementation, etc.), please identify them and provide pricing for each phase.
- d. List hourly rates by position title, with cross-reference to key personnel and staffing plan, for reference.
- e. Include a lump sum total fee. Provide detail, coordinated with Work Plan, to show how the lump sum fee was calculated.

7. TAB 7 – REFERENCES (1 page)

Please provide a minimum of three (3) recent references, including the company worked for, title or reference, relationship to your team, and contact information (phone and/or email). Please also indicate if you have previously provided services in an educational setting.

8. TAB 8 – KEY STAFF (variable)

Provide a resume or describe the experience of key members of the leadership team including the name of the person who will be the point of contact for the vendor. This person should coordinate with the Facilities director and all campus directors monthly to review the monthly report, address any issues and concerns and to assess the contract, at least for the first year or until everyone is comfortable with how things are going.

9. TAB 9– Authorized Signature

- a. **Insurance Requirements:** include statement that “[insert name of Respondent] has reviewed the indemnity provisions and insurance requirements contained in the sample contract and”:
 - “has no objections.”
- b. **Other Modifications:** include statement that “[insert name of Respondent] has reviewed all provisions of the sample Agreement and”:
 - “has no objections.”

- c. **Debarment:** Provide statement that the Proposer, and all of its proposed subconsultants and other partners, have not been debarred from providing services to any Federal, State, or Local Agency within the last five (5) years. If Proposer or any of its proposed subconsultants or other partners has been debarred, identify the agency and individual that issued the debarment, the agency's basis for the debarment, and the date of the debarment.

Proposer or any of its proposed subconsultants or other partners has been debarred, identify the agency and individual that issued the debarment, the agency's basis for the debarment, and the date of the debarment.

- d. **Ethics Certification:** Certify that no official or employee of Respondent has ever been convicted of an ethics violation.

e. **Other Certifications and Forms:**

- i. Acknowledgement and Signature Form

1. Use the Acknowledgement and Signature Form in **RFQ/P Exhibit 1**.

- f. **Authorization and Declaration:** Provide statement that the person signing the Proposal is authorized to submit proposals on the behalf of the entity, and that "by virtue of submission, *[insert name of authorized signatory]* declares that all information provided is true and correct."

- g. **Signature:** Signature of authorized person, printed name and title of authorized person, and date. If Respondent is a joint venture, duplicate the signature block and provide an authorized person for each party to the joint venture.

10. TAB 10- SLBE/SELBE

The proposer (prime vendor) meets the District's definition of SLBE or SELBE, and/or has demonstrated a willingness to partner in a significant matter with such a firm.

11. TAB 11 – REQUIRED FORMS

Exhibits to this RFQ/P, completed, and returned according to the instructions ***(The forms listed below must be completed and returned with the SOQ package)***

- a. Vendor's Questionnaire and Certificate of Compliance
b. Certificate Regarding Worker's Compensation
c. Statement of Equal Employment Opportunity

- d. Small Local Business Enterprise / Small Emerging Local Business Enterprise Program
- e. SLBE / SELBE Self-Certification Affidavit
- f. Non-Collusion Declaration
- g. RFQ Acknowledgement and Signature Form
- h. Team Experience Template
- i. Professional Services SLBE Participation Table

PART IV

A PCCD committee consisting of faculty, classified staff, managers, and others as determined by the District, will evaluate, and score all submissions according to the evaluation criteria above. Based on these evaluations and reviews, the District may select up to three (3) companies to be interviewed by the selection committee.

If interviews take place, the format of the interview will include a presentation by the firm and a question-and-answer period. References checks will be performed at the discretion of the District at any time during the selection process.

Topics covered at interviews are at the discretion of the District selection committee, but short-listed finalists should be prepared to address the following topics:

- A.** Demonstrated experience with programs of similar scope and size;
- B.** Overview of topics covered in the proposer's SOQ and Proposal;
- C.** Approach to managing the District's decision-making process;
- D.** Approach to meeting cost and schedule commitments; and
- E.** Demonstrate an understanding of the District's culture and commitments to the community.

A. EVALUATION

The Proposal will be reviewed for responsiveness and evaluated pursuant to the specific criteria set forth in this RFQ/P, including, without limitation:

- 1. Approach – Community focused model of security
- 2. Meets Objectives
- 3. Fee Proposal – proposal including proposed fee and fee schedule
- 4. Acceptable and verifiable references from clients contacted by the District, including:
 - a. Firm's reputation
 - b. Satisfaction of previous clients (client relationships)
 - c. Timeliness of work and ability of the firm to meet schedules
 - d. Accuracy of cost estimates

5. Key Leadership Staff -- Overall responsiveness of the Proposal
6. The proposer (prime vendor) meets the District's definition of SLBE or SELBE, and/or has demonstrated a willingness to partner in a significant manner with such a firm.

A selection committee will evaluate all submissions. Each Proposal must be complete. Incomplete Proposal will be considered nonresponsive and are grounds for disqualification. The District retains the sole discretion to determine issues of compliance and to determine whether respondents are responsive, responsible, and qualified. Based upon the information presented in the Proposal, the District's Selection Committee will choose the most highly-qualified firm. At the Selection Committee's discretion, firms may be issued a request to arrange a tour of a representative facility which they have been responsible for.

B. DISTRICT INVESTIGATIONS

A District may investigate responding parties that extend beyond contacting the references identified in the SOQ. The District may request a firm to submit additional information pertinent to the review process. The District also reserves the right to investigate and rely upon information from other available sources in addition to any documents or information submitted.

Selection Criteria. The successful vendor will achieve the highest score based on the following matrix:

Item	Criteria	Description	Points
1	Approach	Understands the needs of the district; provides cost effective but thoughtful proposal;	50
2	Meets Objectives	Understands the problem statement and provides defines appropriate objectives	15
3	Fee Proposal	Fee is tailored to meet the needs of the District, expeditiously.	15
4	References	References are enthusiastic about the services provided.	10
5	Key Leadership Staff	Leadership has experience with community-based, restorative justice techniques	10
	Total Base Score		100
	SLBE: Prime is certified SLBE (5 points maximum) 25% of Prime's subcontractors are SLBE firm (4 points maximum)	Maximum of 5 points if SLBE or SELBE	5

The services requested by the district are considered professional services. The district is not obligated to take the lowest fee. The scoring criteria above will be used to rank the submissions. The district has the right to reject all submittals, and re-bid if it is deemed in the best interest of the District.

C. Other Terms.

1. The safety and security provider shall provide equipment and all necessary labor during the time indicated.
2. The safety and security provider are expected to provide a uniform for their personnel, to the satisfaction of the District;
3. The safety and security provider may be asked to provide additional security services for special assignments or events on occasion and will be compensated on the hourly rates provided;
4. The safety and security provider will be responsible for all training (including proof of training), will provide training to their personnel (or will provide training from a recognized organization and verify completion to the district), will monitor their own personnel, and will have substitute personnel available when needed;
5. The safety and security provider are responsible for billing the District for actual services provided and paying its personnel, including officers and dispatchers. The district reserves the right to verify hours and seek timecards, if desired;
6. The district may, at its discretion, change the scoring, criteria, or other requirements of the solicitation, and will inform bidders in writing of such changes;
7. The district reserves the right to reject any and all proposals, or parts thereof, and to award the contract to the security provider whose response is most advantageous to the District.
8. The safety and security provider will be expected to pay prevailing wages. The district does not require membership in the district's classified union.
9. The selected safety and security provider will need to execute the district's agreement for such services, which will need to be approved by the District's Governing Board of Trustees ("Board"), prior to the execution of services.
10. Award and Length of Contract: The District's Board shall not be bound to accept the lowest cost proposal. It is expected that the district will award a three-year contract, with an option for two (2) one-year renewals at the rates set in the contract, unless otherwise mutually agreed beforehand.

The successful bidder, at his own expense, must obtain and maintain any and all necessary permits, franchises, licenses and insurance required for providing the services to be performed under the awarded contract.

THANK YOU FOR YOUR INTEREST IN THIS PROGRAM

Exhibit 1

Acknowledgement Form

Acknowledgement and Signature Form

The undersigned having carefully examined the Request for Proposals, location of the proposed work, the local conditions of the place where the work is to be done, the Invitation, the General Conditions, the Specifications and all of the documents for this project, and accurately completed the Vendor's Questionnaire, proposes to enter into a contract with Peralta Community College District to perform the work described in this RFP, including all of its component parts, and to furnish any and all required labor, materials, equipment, insurance, bonding, taxes, transportation and services required for this project in strict conformity with the RFP, including any Addenda, within the time specified.

Addendum Acknowledgement

The following addendum(s) are acknowledged in this RFQ-P: 24-25\18

Acknowledgement and Signature:

1. No Proposal is valid unless signed in ink by the person authorized to make the proposal.
2. I have carefully read, understand, and agree to the terms and conditions on all pages of this proposal. The undersigned agrees to furnish the services stipulated on this proposal.

Vendor (Respondent) Name: _____

Name and Title of Signatory: _____

Signature: _____

(date)