

REQUEST FOR QUALIFICATIONS (RFQ) FOR
SECURITY SERVICES
DOWNTOWN ANTIOCH

DEADLINE FOR SUBMISSIONS TO THIS RFQ:

DATE: Friday, March 27, 2015

TIME: 5:00 PM

RFQ SUBMITTAL ADDRESS:

Attention: Steven Duran
City Manager, City of Antioch
P.O. Box 5007
Antioch, California 94531-5007

Phone: (925) 799-7011

sduran@ci.antioch.ca.us

BACKGROUND:

The Successor Agency to the Antioch Development Agency (Successor Agency) owns a number of developed and undeveloped properties in and around Historic Downtown Antioch (map Attached). The Successor Agency desires to enter into a security contract with the most qualified firm to provide security services for the aforementioned properties. A primary focus of the Successor Agency is the revitalization and development of these properties of which the first step is ensuring security of the developed properties and safety for the citizens of Antioch.

RFQ OBJECTIVES AND SCOPE:

The objective of this Request for Qualifications (RFQ) process is to establish a list of qualified security service providers to provide security services for developed and undeveloped properties located in Historic Downtown Antioch. The developed properties include the Roswell Butler Hard House, Lynn House Gallery, and nearby vacant lots owned by the Successor Agency.

SCHEDULE

The estimated timeline for the selection of a contractor list is as follows:

DATE:

RFQ Issued:	March 6, 2015
Qualifications Due:	March 27, 2015
Staff Review:	March 30-April 3, 2015
Recommendation to SA Board:	April 14, 2015

SELECTION PROCESS

All interested firms shall submit five (5) copies of their Statement of Qualifications to the City of Antioch, P.O. Box 5007, Antioch, California 94531-5007 no later than March 27, 2015 at 5:00 PM. All responses must be address to the attention of the City Manager and marked on the outside, "Response for Security Services." Submittals that are not received at the designated address on or before the specified deadline will not be accepted.

All submittals must:

- Provide clear and concise description of relevant experience of the firm and resumes of individuals that would perform the work, including all applicable education, experience, licenses and professional designations.
- Provide a schedule of fees for services, including dollar/hour billing rates for various staff members.
- Provide a complete list of references, including the scope of work performed and contact information.

A panel comprised of City staff will review the qualifications submitted by potential security providers and may interview one or more of the most qualified firms for further consideration.

EVALUATION CRITERIA

The following criteria will be among those used to evaluate proposals:

- Firm qualifications and relevant experience as noted in this RFQ
- Qualifications and experience of professionals who will perform work
- Compensation schedule

The selection panel, at its sole discretion, may disqualify any proposal that does not satisfy the RFQ requirements.

CONTACT INFORMATION

Any additional questions regarding this RFQ should be submitted in writing by e-mail to:

mrgaaw@ci.antioch.ca.us and received by March 18, 2015 at 5:00 pm.

SUCCESSOR AGENCY NON-LIABILITY

The RFQ and the selection process shall in no way be deemed to create a binding contract, agreement or offer of any kind between the Successor Agency and the consultant. The SA reserves the right to reject any and all submittals, in whole or in part as well as the right to issue similar RFQ's in the future. In no way is the SA responsible for the cost of preparing the submittal. Subject to California law relating to access to public records, the SA may be required to publicly disclose all submitted information and materials to third parties requesting such information.

CONTRACTING REQUIREMENTS

City of Antioch License Requirements

After award of contract, consultant is required to obtain a City of Antioch Business License.

Insurance Requirements

Consulting firms and individuals must comply with City of Antioch's Insurance Requirements, which can be located on the City's webpage.

City of Antioch Downtown



Google earth

© 2015 Google
1939
38°01'01.25"N 121°48'53.90" W elev 67 ft eye alt 3119 ft