



County of San Mateo

Request for Proposals (RFP) for Security Systems Maintenance and Support Services

Probation Department

RFP No. PROB 2022-022

Date issued:	April 25, 2022
Pre-proposal conference:	May 6, 2022, 9:00 a.m., PDT
Questions due:	May 19, 2022, 4:00 p.m., PDT
Proposal due:	May 26, 2022, 4:00 p.m., PDT

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I. Introduction and Schedule

A. General

The County of San Mateo (the “County” or SMC) covers most of the San Francisco Peninsula. The region covers 744 mi² and is home to nearly 800,000 residents. The County is made up of 20 incorporated cities. The County provides for the health and welfare of all people within its borders and serves as the local government for the unincorporated areas. Innovation thrives here in industries including bioscience, computer software, green technology, hospitality, financial management, health care, education, and transportation. The County prides itself on how that prosperity fosters its commitment to protecting and enhancing the health, safety, welfare, and natural resources of the community.

The mission of the San Mateo County Probation Department (“Department”) is to enhance community safety, reduce crime, and assist the victims of crime through offender accountability and rehabilitation. Within the criminal justice system, probation represents the link between the application of appropriate consequences for illegal behavior and the recovery of offenders to productive, law-abiding lives. As of 2022, the Department is responsible for the supervision of approximately 2,000 adult probationers, 700 adults on pretrial monitored own recognizance, 160 juvenile probationers, and the 24-hour supervision, or detention of approximately 20 youth in the Youth Services Center-Juvenile Hall (YSC-JH), and Margaret J. Kemp Camp for Girls (Camp Kemp). The Department has offices located in San Mateo, Redwood City, East Palo Alto, and South San Francisco.

The Probation Department is seeking a contractor to provide maintenance and support services for the security system(s) at the Youth Services Center-Juvenile Hall and Camp Kemp facilities located at 222 Paul Scannell Drive, San Mateo, CA 94402. The services needed include:

1. Maintaining door locks, Actall duress systems, and Wonderware InTouch Software (HMI)
2. Maintaining Bosch security camera hardware and software
3. Seneca XVAULT Media Storage

The Probation Department is issuing Request for Proposal (RFP) No. PROB 2022-022 for Security Systems Maintenance and Support Services.

The contract shall have an original term of three (3) years. In addition, the County shall have two (2) opportunities to extend the term for a period of two (2) years each, which the County may exercise in its sole, absolute discretion.

B. Schedule

RFP Released	Monday, April 25, 2022
Pre-proposal Conference	Friday, May 6, 2022 at 9:00am PDT
Deadline for Questions, Comments and Exceptions	Thursday, May 19, 2022 at 4:00pm PDT
Proposal Due Date and Time	Thursday, May 26, 2022 at 4:00pm PDT
Anticipated Contract Award Date	June 2022 – <i>Subject to change</i>

II. Scope of Work

A. Introduction

The Probation Department of the County of San Mateo is seeking a contractor to provide comprehensive maintenance and support services for the security system(s) at the Youth Services Center-Juvenile Hall and Camp Kemp facilities. Services would include maintaining door locks, duress buttons, central control software, security camera hardware and software, and media storage. The vendor will need to provide these services for a minimum of three (3) years.

The Scope of Work is to be used as a general guide and is not intended to be a complete list of all work necessary to complete the project. More specific questions may be asked during the pre-proposal conference and/or site visit.

The following are work tasks assumed necessary to provide maintenance and support for the security systems. Proposing teams may suggest a modified scope as part of their proposal, but shall include at minimum:

B. Scope of Work – Security Systems Maintenance and Support

1. Inspection, Testing, Cleaning, and Adjustments of Hardware and Software
2. Training and Testing
3. Programming Changes and Adjustments
4. Non programming related support and troubleshooting
5. Off-site Remote Access

C. Project Tasks and Milestones

1. Inspect, Test, Clean and Adjust the following:
 - 1.1. Grounding and Surge Protection
 - 1.2. Uninterruptible Power Supply (UPS)
 - 1.3. All Security Control Head End Equipment
 - 1.4. All Security Enclosures and Equipment Racks
 - 1.5. Security Door and Utility Controls System
 - 1.6. Security Intercom and Paging System
 - 1.7. Closed Circuit Television (CCTV) System
 - 1.8. Actall duress system
 - 1.9. All Related Detention Door Hardware consisting of the following:
 - 1.9.1. Detention Door Locks
 - 1.9.2. Detention Door Sliders
 - 1.9.3. Closers
 - 1.9.4. Seals, Gaskets & Thresholds
 - 1.9.5. Stops
 - 1.9.6. Door Pulls
 - 1.9.7. Door Position Switches

- 1.10. General
 - 1.10.1. Inspect existing inventory of spare parts needed to maintain systems
 - 1.10.2. Make recommendations of additional spare parts needed for inventory
 - 1.10.3. Maintain corrections to as-built drawings as required per changes
 - 1.10.4. Make backup of software after each alteration per station
2. Training and Testing
 - 2.1. Work with San Mateo County Probation Department facilities staff during installation and implementation of any new purchased and installed equipment or programming changes to help vendor to gain a general understanding of the system
 - 2.2. Train users on proper use and troubleshooting of equipment
 - 2.3. Upon completion of any installation of new equipment, test to assure optimum functionality and performance are achieved
3. Programming Changes/Adjustments
 - 3.1. Provide minor programming adjustments to current software configuration as desired by owner
 - 3.2. Provide programming adjustments to accommodate any new hardware or software desired to be integrated into system
 - 3.3. Provide documentation of changes made and provide a copy to San Mateo County Youth Services Center
 - 3.4. Provide free telephone support for 30 days after changes are made
4. Non-programming related support & troubleshooting
 - 4.1. Provide on-site staff within 24 hours in the event of emergency
 - 4.2. Provide on-site staff within 72 hours in the event of non-emergency
5. Off Site Remote Access
 - 5.1. For assistance in programming and troubleshooting of issues that arise without onsite presence
 - 5.2. Included with any onsite maintenance option or can be accepted as separate maintenance service
 - 5.3. Remote access is accomplished thru internet connection via access device installed by current vendor and remains property of current vendor throughout maintenance contract

III. Submission Requirements

A. Submission Deadline

Proposals must be electronically received by 4:00pm on May 26, 2022 via Public Purchase (details below).

Allow sufficient time for the upload to complete by the Due Date and Time. Partial uploads will automatically terminate, and proposals will be rejected. The Public Purchase submission time will be the official submission time. The County will not be responsible for and shall not accept proposals that are late due to slow internet connections or for any other failure of the Public Purchase system.

NOTE: The County does not maintain the Public Purchase system and is not liable for site failures or technical problems. To resolve technical issues, contact Public Purchase using the chat portal via link below or email Vendor Support at support@thepublicgroup.com

http://www.publicpurchase.com/gems/help/mainhelp.html?frame1=public/info.html&frame2=public/info_register.html

Late submissions will not be considered.

B. Pre-submission Registration

Organizations or individuals interested in responding to this solicitation must register online with the County of San Mateo at:

<https://www.publicpurchase.com/gems/register/vendor/register>

It is recommended that organizations complete this registration as soon as possible to allow enough time for it to be processed. Each registration is manually reviewed and approved by Public Purchase and this might take time. The County will not be responsible for and shall not accept proposals that are late due to a failure to register in the Public Purchase system.

C. Submission via Public Purchase

1. Submit of Proposals:

1.1 Required documents

Each of the following documents should be submitted as separate files following the instructions below:

- Technical Proposal
- Fee Proposal
- Minimum Qualifications Checklist

1.2 Electronic Submissions

Include the proposer's name and the RFP title and number in each file name. Submit proposals via the Public Purchase website, allowing sufficient time for the upload to complete by the Due Date and Time. Partial uploads will automatically terminate, and proposals will be rejected. The Public Purchase submission time will be the official submission time. Contact Public Purchase with technical questions regarding the site. The County will not be responsible for and may not accept proposals that are late due to slow internet connections or for any other failure of the Public Purchase system. Late submissions will not be considered.

1.3 Conflicts between Certain Requirements

Prior to the submission deadlines and solely relating to a determination of the timeliness of questions, comments, and proposal submissions, information displayed on the Public Purchase site will take precedence in the event of a discrepancy between that information and the information within the solicitation documents. For all other discrepancies, the information in the solicitation documents will take precedence.

1.4 Format

Documents should be created in the following format:

- Use size 12 font, double-spaced
- Text be unjustified (i.e., with a ragged-right margin)
- Pages have margins of at least 1" on all sides (excluding headers and footers)
- Include a Table of Contents
- PDF format is preferred, except for Appendix C – Fee Proposal Calculations (please use Excel format)

2. Errors in Proposals

The County will not be liable for any errors in proposals. Proposals may be rejected as unresponsive if they are late, incomplete, missing pages or information, or cannot be opened for any reason. The County may waive minor irregularities, but such waiver will not modify any remaining RFP requirements.

D. Technical Proposal (Maximum of 30 pages)

NOTE: One (1) page of content is measured as 1-sided letter sized page.

Pages that exceed the maximum page limit will not be reviewed or scored.

Firms interested in responding to this RFP must submit the following information, in the order specified below:

1. Introduction and Executive Summary (up to 1 page)

Submit a letter of introduction and executive summary of the proposal. The letter must contain:

- Name, title, and contact information (email, phone, and address) for representative of proposing firm who is responsible for communication related to this RFP
- Signature of person authorized to obligate firm to perform the commitment contained in the proposal

Submission of the letter will constitute a representation by firm that you are willing and able to perform the commitments contained in the proposal and have not violated the terms of this RFP.

2. Statement of Minimum Qualifications (up to 2 pages)

Describe how the firm meets the minimum qualifications as set forth in **Section IV. A - Minimum Qualifications** of this RFP.

Submission of the MQ checklist does not negate the requirement to provide a detailed written response. Proof of Certifications must be presented here.

3. Project Approach (up to 10 pages)

Describe the services and activities that your firm proposes to provide to the County. Include the following information:

- 3.1 Overall scope of work tasks
- 3.2 Schedule and ability to complete the project within the County's required time frame
- 3.3 Innovations that your firm will provide for this project, including but not limited to efficiency, technology, and sustainability improvements

4. Firm Qualifications (up to 5 pages)

Provide information on your firm's background and qualifications which addresses the following:

- 4.1 A brief description of the firm, as well as how any joint venture or subcontractors would be structured, listing each firm's responsibility of services
- 4.2 A description of at least one (1) and not more than three (3) projects similar in size and scope prepared by your firm including client, reference and telephone numbers, staff members who worked on each project, budget, schedule and project summary. Descriptions should be limited to one (1) page for each project.

4.3 If joint venture or subconsultants are proposed, provide information on how they will be used in the project

5. Team Qualifications (up to 5 pages)

5.1 Provide a chart identifying:

- 5.1.1 Project team and reporting structure
- 5.1.2 Lead project manager
- 5.1.3 Role each person will play in the project – Refer to the scope of the work (note whether they are junior/senior level, qualifications, experience, education, certifications, licenses, etc.)
- 5.1.4 Written assurance that the key individuals listed and identified will be performing the work and will not be substituted with other personnel or reassigned to another project without the County’s prior approval. Please be aware that individuals working onsite will be asked to submit to a general criminal background check.

5.2 Provide a brief description of the experience and qualifications of the project team members, including short resumes if necessary.

6. References (up to 2 pages)

Provide two (2) references for the lead firm, lead project manager, and all subconsultants, including the name, address, and telephone number of at least one (1) but no more than three (3) recent clients (preferably other public agencies).

7. Fee Proposal (up to 5 pages)

The County intends to award this contract to the firm that it considers will provide the best overall program services. The County reserves the right to accept other than the lowest priced offer and to reject any proposals that are not responsive to this request.

Provide a Fee Proposal that includes the following:

- 7.1 Labor Costs (will not be scored). Hourly rates and itemized costs may be used to negotiate changes in the Scope of Work if necessary. Please include special rates for emergency calls, weekends, and holidays.
- 7.2 Total cost for each bi-monthly inspection identified in the Scope of Work with a not-to-exceed figure. Include cost of travel.
- 7.3 Price List for Surplus Parts (will not be scored)
- 7.4 Total annual cost of services for 3-years
- 7.5 Supplemental Narrative (1 page)

Instructions: Appendix C - Fee Proposal Calculations

A complete fee proposal is required from each Proposer. The fee proposal will be scored comparatively except for section 7.1 Hourly Rates, and section 7.3 Price List for Surplus Parts.

The Fee Proposal Calculation (Year 1 through Year 3) shall provide the County with ALL COSTS the Proposer will charge to complete the work described in **Section II - Scope of Work**.

The year-over-year fee proposal (Year 1 through Year 3) will become the **Contract Total** (Section 7.4 below) and shall become the basis for monthly or quarterly payments to the contractor.

Provide a Fee Proposal on the worksheets provided and with the assumptions set forth in this Fee Proposal section and **Appendix C – Fee Proposal Calculations**, which include the following:

- 7.1 **Labor Costs.** Labor costs must include the hourly wage and all indirect costs (labor burden) separated into individual breakdowns. The Labor Cost calculations must include the following:
 - Total annual full-time labor hours for each position title. One full-time position is equivalent to 2,080 hours per year. The total annual full-time labor hours are calculated by multiplying the number of full-time positions times 2,080 hrs.
 - Annual total hours (excluding paid time-off) shall be less than total annual full-time labor hours.
 - Burden (%). Labor burden shall include all costs associated with Proposer’s labor costs including but not limited to paid time off, payroll taxes, pension costs, health and welfare, health insurance, dental insurance, unemployment insurance, workers compensation insurance, training, and any other benefits that the Proposer provides its employees. These costs shall be broken down individually and compiled into the total percentage burden.
 - Annual labor cost with burden for each position title.
- 7.2 **Total Cost for Bi-Monthly Inspections**
 - Total annual cost for each bi-monthly inspection identified in the Scope of Work with a not-to-exceed figure. Include hourly rates for work outside of contract, including rates for emergencies, weekends, and holidays. Include cost of travel (not to exceed \$1,500 per year). See **Appendix B – Sample Inspection Checklist** as an example of the work to be completed at each bi-monthly inspection (*subject to change*).
- 7.3 **Price List for Surplus Parts**
 - Provide a cost estimate for the surplus parts identified in **Appendix C – Fee Proposal Calculations**. Provide cost estimates for additional surplus parts that your firm can provide.
- 7.4 **Year-over-year Summary.** 3-year Contract Total.
 - Use the worksheet included in **Appendix C – Fee Proposal Calculations** to summarize the 3-Year Total.
- 7.5 **Supplemental Narrative** (1 Page)
 - Submit a written explanation of the cost estimates provided in your Fee Proposal and explain how realistic these costs projections are. Explain possible factors that may change the costs of service or surplus parts.

NOTE: Exceptions, modifications and omissions from the requested information will not be accepted. Deviations from the required calculations and format will result in rejection of proposal as non-responsive.

The approved direct labor rates, if any, as of the effective date of this Proposal will be specified in the contract and shall remain in effect for the first three (3) years of the contract.

The County shall have two (2) opportunities to extend the term for a period of two (2) years each, which the County may exercise in its sole, absolute discretion. The County will allow a 5% increase for each year that the contract is extended.

IV. Evaluation and Selection Criteria

A. Minimum Qualifications (MQs)

Any proposal that does not demonstrate that the proposer meets these minimum requirements by the deadline for submittal of proposals will be considered non-responsive and will not be eligible for award of the contract.

Proposer is defined as the prime firm or joint venture that is proposing on this RFP.

Proposers must meet the following Minimum Qualifications:

1. Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.
2. Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the State of California.
3. Project Manager shall have a minimum of four (4) years of security maintenance and support experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.
4. Sub-contractor/s shall have a minimum of two (2) years of experience within the last four (4) years performing security maintenance and support work.
5. Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).
6. Project Team must have at least one certified licensed electrician.
7. Proposer is registered and in good standing with sam.gov/SAM/

In order for a firm to pass the minimum qualifications and to be considered for contract award the firm shall be in good standing with Federal Government agencies and the State of California. Firms

that have been debarred, suspended, proposed for debarment, declared ineligible by Federal or State agencies will not qualify for contract award.

B. Selection Criteria

The proposals will be evaluated by a selection committee comprised of subject matter experts. The County intends to evaluate the proposals generally in accordance with the criteria itemized below. Up to three (3) of the firms with the highest scoring proposals may be interviewed by the committee to make the final selection.

The selection committee will only review and score the Technical Proposals (Section 1 – 3 below). The Fee Proposal score will be calculated and added to the Technical Proposal score. The sum of the two (2) scores will equal the final score for the written proposal.

Technical Proposal (Total of 100 Points)

1. Project Approach (25 points)

- 1.1 Demonstrates a clear understanding of the project/proposed services detailed in Section II - SOW and the tasks to be performed.
- 1.2 Plan and procedure to ensure performance goals are monitored and adjusted to meet performance standards
- 1.3 Reasonableness of proposed staffing level and allocation plan.
- 1.4 Effective and cost saving innovations

2. Firm Qualifications (25 points)

- 2.1 Expertise of the firm and subconsultants in the fields necessary to complete the tasks
- 2.2 Quality of recently completed projects, including adherence to schedules, deadlines and budgets
- 2.3 Strategy for successful engagement with the County
- 2.4 Innovation that gives Proposer a competitive edge if awarded this contract
- 2.5 Results of reference checks

3. Team Qualifications (25 points)

- 3.1 Expertise of the lead project manager
- 3.2 Expertise of assigned staff in the subject area and description of the tasks to be performed by each staff person
- 3.3 Workload, staff availability and accessibility
- 3.4 Results of reference checks

4. Fee Proposal (25 points)

The table below explains the method by which the fee proposal is scored. The lowest cost proposal will receive the maximum number of points assigned to the fee proposal evaluation criteria. All other proposals will be assigned points by dividing the amount of the lowest total fee proposed by the amount of their respective total fee proposed and then multiplying

the resulting number of the maximum number of points available to receive the proposer's score.

For example, if a total of 25 points are assigned to evaluate the fee proposal, Firm A offers the lowest fee proposal of \$1000 receives all 25 points. Firm B is the next lowest proposal that offers \$1200 receives a score of 20.8 points (\$1000 divided by \$1200 multiplied by 25 points). Firm C has the highest proposal that offers \$1500 and receives a score of 16.7 (\$1000 divided by \$1500 multiplied by 25 points).

Firm	Firm A	Firm B	Firm C
Total Cost	\$1000	\$1200	\$1500
Calculation	-	$\frac{1000}{1200}$	$\frac{1000}{1500}$
Points Achieved %	1.0	0.83	0.66
Points (Max 25)	25	20.8	16.7

Following the evaluation of the written proposals, the three (3) proposers receiving the highest scores will be invited to an oral interview. The interview will consist of standard questions asked of each of the proposers.

The department will combine both the written and oral interview scores of the short-listed proposers as the final scores and selection of the proposers.

V. Instructions to Proposers

A. Pre-Proposal Conference and Site Visit

Proposers are encouraged to attend a pre-proposal conference on Friday, May 6, 2022 at 9:00am to be held at the Youth Services Center, 222 Paul Scannell Drive, San Mateo, CA 94402. A site visit will directly follow the Pre-proposal conference, ending at 1:00pm. To RSVP for the pre-proposal conference, please send an email to Jenifer Logia, Management Analyst, at jlogia@smcgov.org.

All questions will be addressed at this conference and any available new information will be provided at that time. If you have further questions regarding the RFP, please post them on Public Purchase.

The site visit will cover:

- Central Control
- Primary Server/Communications Room
- Admissions
- Administration Building
- Food Service/Housekeeping
- Housing Units: Forrest 1, Forrest 2, Forrest 3, Pine 4, Pine 5, Elm 6, Elm 7
- School Building
- Camp Kemp
- Loop Road/Central Plant

- All Main Distribution Frames and Intermediate Distribution Frames

B. Communications

- 1.1 As of the issuance date of this RFP and continuing until it is canceled or an award is made, no proposer or person acting on behalf of a prospective proposer may discuss any matter relating to the RFP with any officer, agent, or employee of the County, other than through Public Purchase, to the Authorized Contact Person, or as outlined in the evaluation or protest procedures.
- 1.2 Proposers may not agree to pay any consideration to any company or person to influence the award of a Contract by the County, nor engage in behavior that may be reasonably construed by the public as having the effect or intent of influencing the award of a Contract.

The above restriction does not apply to communications with the County regarding business not related to this RFP.

C. Contract Award

Violation of the following prohibitions may result in a proposer being found non-responsible, barred from participating in this or future procurements, and becoming subject to other legal penalties.

1.1 Award Procedure

Contract negotiations are neither an offer nor an implicit guarantee that a contract will be executed. Award, if made, will be to the responsive, responsible proposer offering the overall best value to the County for the services and goods described in this solicitation, or as applicable, for a specific portion of the services and goods described. Any agreement reached will be memorialized in a formal agreement using the attached Standard Agreement template.

1.2 Notice of Intent to Award

Once a decision has been made to award a contract to one or more proposers, the County will post a Notice of Intent to Award, notifying the remaining proposers of their non-selection. The posting may be inclusion of the recommendation to award as an agenda item on the Board of Supervisors schedule.

1.3 Commencement of Performance

After all parties have signed the Agreement, the County will notify the proposer and performance may proceed. Prior to County execution of the Agreement, no County employee may authorize work. Any work performed prior to that time may be uncompensated.

VI. Terms and Conditions for Receipt of Proposals

A. Errors, Omissions, and Inquiries regarding the RFP

Proposers are responsible for reviewing all portions of this RFP. Proposers are to promptly notify the Department, in Public Purchase, if the proposer discovers any ambiguity, discrepancy, omission, or other error in the RFP. Any such notification should be directed to the Department promptly after discovery, but in no event later than five working days prior to the date for receipt of proposals. Modifications and clarifications will be made by addenda as provided below.

Inquiries regarding the RFP should be lodged in Public Purchase.

B. Objections to RFP Terms

Should a proposer object on any ground to any provision or legal requirement set forth in this RFP, the proposer must, not more than ten calendar days after the RFP is issued, provide written notice to the Department setting forth with specific grounds for the objection. The failure of a proposer to object in the manner set forth in this paragraph shall constitute a complete and irrevocable waiver of any such objection.

C. Addenda

The County may modify the RFP, prior to the proposal due date, by issuing Addenda, which will be posted on Public Purchase. The proposer shall be responsible for ensuring that its proposal reflects any and all Addenda issued by the County prior to the proposal due date regardless of when the proposal is submitted. Therefore, the County recommends that the proposer consult Public Purchase frequently, including shortly before the proposal due date, to determine if the proposer has downloaded all Addenda.

D. Term of Proposal

Submission of a proposal signifies that the proposed services and prices are valid for the duration of the contract and that the quoted prices are genuine and not the result of collusion or any other anti-competitive activity.

E. Revision of Proposal

A proposer may revise a proposal on the proposer's own initiative at any time before the deadline for submission of proposals. The proposer must submit the revised proposal in the same manner as the original. A revised proposal must be received on or before the proposal due date.

In no case will a statement of intent to submit a revised proposal, or commencement of a revision process, extend the proposal due date for any proposer.

The County may cancel, revise, or reissue this RFP, in whole or in part, for any reason. Revisions will be posted as addenda on <http://www.publicpurchase.com/>. No other revision of this RFP will be valid. Proposers are responsible for ensuring that they have received all addenda from Public Purchase.

F. Errors and Omissions in Proposal

Failure by the Department to object to an error, omission, or deviation in the proposal will in no way modify the RFP or excuse the proposer from full compliance with the specifications of the RFP or any contract awarded pursuant to the RFP.

G. Withdrawal of Proposals

Proposals may be withdrawn, modified, or replaced at any time prior to the Due Date and Time. After that time, whether or not a new RFP is issued for the same subject matter, withdrawal of a proposal may preclude the proposer from participating in the procurement as a proposer or subcontractor, except that an original equipment manufacturer may participate indirectly through a reseller.

H. No Commitment

Neither submission of a proposal nor the County's receipt of proposal materials confers any right to the proposer nor any obligation on the County. This RFP does not commit the County to award a Contract, nor will the County defray any costs incurred in preparing proposals or participating in any presentations or negotiations.

I. Financial Responsibility

The County accepts no financial responsibility for any costs incurred by a firm in responding to this RFP. Submissions of the RFP will become the property of the County and may be used by the County in any way deemed appropriate.

J. Estimated Quantity

If the RFP results in an indefinite quantity or a requirements Contract, the goods and services actually requested by the County may be less than the maximum value of the Contract and there is no guarantee, either expressed or implied, as to the actual quantity of goods and services that will be authorized under the Contract.

K. Public Record

General

- 1.1 All proposals, protests, and information submitted in response to this solicitation will become the property of the County and will be considered public records. As such, they may be subject to public review.
- 1.2 Any contract arising from this RFP will be a public record.
- 1.3 Submission of any materials in response to this RFP constitutes:
 - Consent to the County's release of such materials under the Public Records Act without notice to the person or entity submitting the materials; and

- Waiver of all claims against the County and/or its officers, agents, or employees that the County has violated a proposer's right to privacy, disclosed trade secrets, or caused any damage by allowing the proposal or materials to be inspected; and
- Agreement to indemnify and hold harmless the County for release of such information under the Public Records Act; and
- Acknowledgement that the County will not assert any privileges that may exist on behalf of the person or entity submitting the materials.

Confidential Information

- 2.1 The County is not seeking proprietary information and will not assert any privileges that may exist on behalf of the proposer. Proposers are responsible for asserting any applicable privileges or reasons why a document should not be produced in response to a public record request.
- 2.2 If submitting information protected from disclosure as a trade secret or any other basis, identify each page of such material subject to protection as “CONFIDENTIAL”. If requested material has been designated as confidential, the County will attempt to inform the proposer of the public records request in a timely manner to permit assertion of any applicable privileges.
- 2.3 Failure to seek a court order protecting information from disclosure within ten days of the County’s notice of a request to the proposer will be deemed agreement to disclosure of the information and the proposer agrees to indemnify and hold the County harmless for release of such information.
- 2.4 Requests to treat an entire proposal as confidential will be rejected and deemed agreement to County disclosure of the entire proposal and the proposer agrees to indemnify and hold the County harmless for release of any information requested.
- 2.5 Trade secrets will only be considered confidential if claimed to be a trade secret when submitted to the County, marked as confidential, and compliant with Government Code Section 6254.7.

L. Reservations of Rights by the County

The issuance of this RFP does not constitute an agreement by the County that any contract will actually be entered into by the County. The County expressly reserves the right at any time to:

- Waive or correct any defect or informality in any response, proposal, or proposal procedure;
- Reject any or all proposals;
- Reissue a Request for Proposals;
- Prior to submission deadline for proposals, modify all or any portion of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials,

equipment or services to be provided under this RFP, or the requirements for contents or format of the proposals;

- Procure any materials, equipment or services specified in this RFP by any other means; or
- Determine that no project will be pursued.

M. No Waiver

No waiver by the County of any provision of this RFP shall be implied from any failure by the County to recognize or take action on account of any failure by a proposer to observe any provision of this RFP.

N. Cooperative Agreement (Piggyback)

Any contract/s that will result from this competitive solicitation is being conducted as a Cooperative Procurement. The services, terms and conditions of the resulting contract may be used by other organizations as a Cooperative Agreement.

This clause in no way commits any SMC affiliate to procure services from the awarded contractor, nor does it guarantee any additional orders will result. It does allow interested organizations, at their discretion, to make use of this competitive procurement (provided said process satisfies their own procurement guidelines) and contract directly from the awarded contractor. All purchases made by SMC affiliates shall be understood to be transactions between that organization and the awarded contractor; SMC shall not be responsible for any such contracts.

VII. Protest Procedures

A. Protest of Non-Responsiveness Determination

Within five (5) working days of the County's issuance of a notice of non-responsiveness, any firm that has submitted a proposal and believes that the County has incorrectly determined that its proposal is non-responsive may submit a written notice of protest. Such notice of protest must be received by the County on or before the fifth working day following the County's issuance of the notice of non-responsiveness. The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the proposer, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the County to determine the validity of the protest.

B. Protest of Contract Award

Within five (5) working days of the County's issuance of a notice of intent to award the contract, any firm that has submitted a responsive proposal and believes that the County has incorrectly selected another proposer for award may submit a written notice of protest. Such notice of protest must be received by the County on or before the fifth working day after the County's issuance of the notice of intent to award.

The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the proposer, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the County to determine the validity of the protest.

C. Delivery of Protests

All protests must be received by the due date. If a protest is mailed, the protestor bears the risk of non-delivery within the deadlines specified herein. Protests should be transmitted by a means that will objectively establish the date the County received the protest. Protests or notice of protests made orally (e.g., by telephone) will not be considered. Protests must be delivered to:

Protests@smcgov.org

Subject: RFP Name and Number

Appendix A – Minimum Qualifications Checklist

Complete this form and attach it to your firm's Proposal

I, **Insert Name**, am a **Insert Title** at **Insert Firm** and am authorized to execute this Certification on its behalf.

Minimum Qualifications

Proposals will be accepted only from firms that meet the following required qualifications:
Please check box if your firm meets these qualifications:

- Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.
- Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the State of California.
- Project Manager shall have a minimum of four (4) years of security maintenance and support experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.
- Sub-contractor/s shall have a minimum of two (2) years of experience within the last four (4) years performing security maintenance and support work.
- Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).
- Project Team must have at least one certified licensed electrician.

Required Registration

Please check box to indicate your firm is registered with the System for Award Management (SAM).

- Proposer is required to be in good standing with <https://sam.gov/SAM/>

I certify that the foregoing information is true and correct as of the date of this Certificate.

Signature: _____

Date: Click or tap to enter a date.

Appendix B – Sample Inspection Checklist

Do not complete or submit this form. The following is for example only.

Facility Location: _____

Date and Time: _____

Technician Name(s): _____

Areas: _____

Inspection Description:	Confirm Checked (✓)	Comments:
Grounding and Surge Protection <ul style="list-style-type: none"> • Visually inspect • Test operation • Clean all components 		
Uninterrupted Power Supply (UPS) <ul style="list-style-type: none"> • Check any LED indicators for errors • Check bypass is present • Check any fans, door/compartment seals for airflow and overheating • Test UPS operation 		
CCTV Systems <ul style="list-style-type: none"> • Inspect CCTV VRM and VMS • Inspect logs for faults or device failures • Assure CCTV system software is current • Assure proper camera setting • Assure systems is obtaining required video storage duration • Inspect and clean workstations 		
Access Controls <ul style="list-style-type: none"> • Check recording status and retention • Check air flow and venting at head end • Check focus and direction of cameras • Clean lens as needed • Check operation of pan, tilt, zoom • Check wiring and cables for wear • Check monitors for clarity and burn in • Check that connections are labeled 		

<p>Intercoms</p> <ul style="list-style-type: none"> • Check functionality of intercom stations • Check head end equipment for any errors, temperature, debris • Verify wiring is correct and seated • Verify volume levels with staff, adjust where needed • Make sure no obstructions in intercom units • Verify all paging zones are functioning and clear of debris 		
<p>Actall Duress Systems</p> <ul style="list-style-type: none"> • Inspect horns and strobes • Inspect body worn units • Test system for proper function and adjust if needed 		
<p>Electric Locks</p> <ul style="list-style-type: none"> • Verify functionality of lock and door position switch • Check lock pocket for debris • Lubricate moving parts inside of lock per manufacturer • Inspect seals, gaskets, thresholds, door pulls and stops 		

Additional Comments and Further Recommendations:

Appendix C – Fee Proposal Calculations

Instructions:

To get started, download the Excel template from publicpurchase.com. These instructions are also included in the spreadsheets.

Provide a Fee Proposal on the worksheets provided with the assumptions set forth in **Section III. D – Technical Proposal** and **Appendix C – Fee Proposal Calculations**, which include the following:

- 7.1 **Labor Costs.** Labor costs must include the hourly wage and all indirect costs (labor burden) separated into individual breakdowns. The Labor Cost calculations must include the following:
- Total annual full-time labor hours for each position title. One full-time position is equivalent to 2,080 hours per year. The total annual full-time labor hours are calculated by multiplying the number of full-time positions times 2,080 hrs.
 - Annual total hours (excluding paid time-off) shall be less than total annual full-time labor hours.
 - Burden (%). Labor burden shall include all costs associated with Proposer's labor costs including but not limited to paid time off, payroll taxes, pension costs, health and welfare, health insurance, dental insurance, unemployment insurance, workers compensation insurance, training, and any other benefits that the Proposer provides its employees. These costs shall be broken down individually and compiled into the total percentage burden.
 - Annual labor cost with burden for each position title.
- 7.2 **Total Cost for Bi-Monthly Inspections**
- Total annual cost for each bi-monthly inspection identified in the Scope of Work with a not-to-exceed figure. Include hourly rates for work outside of contract, including rates for emergencies, weekends, and holidays. See **Appendix B – Sample Inspection Checklist** as an example of the work to be completed at each bi-monthly inspection (*subject to change*).
- 7.3 **Price List for Surplus Parts**
- Provide a cost estimate for the surplus parts identified in **Appendix C – Fee Proposal Calculations**. Provide cost estimates for additional surplus parts that your firm can provide.
- 7.4 **Year-over-year Summary.** 3-year Contract Total.
- Use the worksheet included in **Appendix C – Fee Proposal Calculations** to summarize the 3-Year Total.
- 7.5 **Supplemental Narrative** (1 Page)
- Submit a written explanation of the cost estimates provided in your Fee Proposal and explain how realistic these costs projections are. Explain possible factors that may change the costs of service or surplus parts.

Appendix D – County’s Standard Contract Template

Agreement No. _____

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND [Contractor name]

This Agreement is entered into this ____ day of _____, 20____, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called “County,” and [Insert contractor legal name here], hereinafter called “Contractor.”

* * *

Whereas, pursuant to Section 31000 of the California Government Code, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of [Enter information here].

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

- Exhibit A—Services
- Exhibit B—Payments and Rates
- Attachment I—§ 504 Compliance

2. Services to be performed by Contractor

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County’s total fiscal obligation under this Agreement exceed [write out amount] (\$Amount). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from [Month and day], 20[last 2 digits of start year], through [Month and day], 20[last 2 digits of end year].

5. Termination

This Agreement may be terminated by Contractor or by the [Title of County Department Head] or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement. County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or County funds by providing written notice to Contractor as soon as is reasonably possible after County learns of said unavailability of outside funding. County may terminate this Agreement for cause. In order to terminate for cause, County must first give Contractor notice of the alleged breach. Contractor shall have five business days after receipt of such notice to respond and a total of ten calendar days after receipt of such notice to cure the alleged breach. If Contractor fails to cure the breach within this period, County may immediately terminate this Agreement without further action. The option available in this paragraph is separate from the ability to terminate without cause with appropriate notice described above. In the event that County provides notice of an alleged breach pursuant to this section, County may, in extreme circumstances, immediately suspend performance of services and payment under this Agreement pending the resolution of the process described in this paragraph. County has sole discretion to determine what constitutes an extreme circumstance for purposes of this paragraph, and County shall use reasonable judgment in making that determination.

6. Contract Materials

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of County and shall be promptly delivered to County. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

7. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of County and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of County employees.

8. Hold Harmless

a. General Hold Harmless

Contractor shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of Contractor under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

(A) injuries to or death of any person, including Contractor or its employees/officers/agents;

(B) damage to any property of any kind whatsoever and to whomsoever belonging;

(C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or

(D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Contractor's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

b. Intellectual Property Indemnification

Contractor hereby certifies that it owns, controls, and/or licenses and retains all right, title, and/or interest in and to any intellectual property it uses in relation to this Agreement, including the design, look, feel, features, source code, content, and/or other technology relating to any part of the services it provides under this Agreement and including all related patents, inventions, trademarks, and copyrights, all applications therefor, and all trade names, service marks, know how, and trade secrets (collectively referred to as "IP Rights") except as otherwise noted by this Agreement.

Contractor warrants that the services it provides under this Agreement do not infringe, violate, trespass, or constitute the unauthorized use or misappropriation of any IP Rights of any third party. Contractor shall defend, indemnify, and hold harmless County from and against all liabilities, costs, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to any claim by a third party that the services provided under this Agreement infringe or violate any third-party's IP Rights provided any such right is enforceable in the United States. Contractor's duty to defend, indemnify, and hold harmless under this Section applies only provided that: (a) County notifies Contractor promptly in writing of any notice of any such third-party claim; (b) County cooperates with Contractor, at Contractor's expense, in all reasonable respects in connection with the investigation and defense of any such third-party claim; (c) Contractor retains sole control of the defense of any action on any such claim and all negotiations for its settlement or compromise (provided Contractor shall not have the right to settle any criminal action, suit, or proceeding without County's prior written consent, not to be unreasonably withheld, and provided further that any settlement permitted under this Section shall not impose any financial or other obligation on County, impair any right of County, or contain any stipulation, admission, or acknowledgement of wrongdoing on the part of County without County's prior written consent, not to be unreasonably withheld); and (d) should services under this Agreement become, or in Contractor's opinion be likely to become, the subject of such a claim, or in the event such a third party claim or threatened claim causes County's reasonable use of the services under this Agreement to be seriously endangered or disrupted, Contractor shall, at Contractor's option and expense, either: (i) procure for County the right to

continue using the services without infringement or (ii) replace or modify the services so that they become non-infringing but remain functionally equivalent.

Notwithstanding anything in this Section to the contrary, Contractor will have no obligation or liability to County under this Section to the extent any otherwise covered claim is based upon: (a) any aspects of the services under this Agreement which have been modified by or for County (other than modification performed by, or at the direction of, Contractor) in such a way as to cause the alleged infringement at issue; and/or (b) any aspects of the services under this Agreement which have been used by County in a manner prohibited by this Agreement. The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Insurance

c. General Requirements

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by County's Risk Management, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

d. Workers' Compensation and Employer's Liability Insurance

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

e. Liability Insurance

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit

bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

- (a) Comprehensive General Liability... \$1,000,000
- (b) Motor Vehicle Liability Insurance... \$1,000,000
- (c) Professional Liability..... \$1,000,000

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

11. Compliance With Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Further, Contractor certifies that it and all of its subcontractors will adhere to all applicable provisions of Chapter 4.107 of the San Mateo County Ordinance Code, which regulates the use of disposable food service ware. Accordingly, Contractor shall not use any non-recyclable plastic disposable food service ware when providing prepared food on property owned or leased by the County and instead shall use biodegradable, compostable, reusable, or recyclable plastic food service ware on property owned or leased by the County.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

12. Non-Discrimination and Other Requirements

f. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

g. Equal Employment Opportunity

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

h. Section 504 of the Rehabilitation Act of 1973

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

i. Compliance with County's Equal Benefits Ordinance

Contractor shall comply with all laws relating to the provision of benefits to its employees and their spouses or domestic partners, including, but not limited to, such laws prohibiting discrimination in the provision of such benefits on the basis that the spouse or domestic partner of the Contractor's employee is of the same or opposite sex as the employee.

j. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

k. History of Discrimination

Contractor certifies that no finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other investigative entity. If any finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or other investigative entity, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination prior to execution of this Agreement. Failure to comply with this Section shall constitute a material breach of this Agreement and subjects the Agreement to immediate termination at the sole option of the County.

l. Reporting; Violation of Non-discrimination Provisions

Contractor shall report to the County Manager the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or the Section titled "Compliance with Laws". Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination). Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Contractor from being considered for or being awarded a County contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this Section, the County Manager shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and County.

m. Compliance with Living Wage Ordinance

As required by Chapter 2.88 of the San Mateo County Ordinance Code, Contractor certifies all contractor(s) and subcontractor(s) obligated under this contract shall fully comply with the provisions of the County of San Mateo Living Wage Ordinance, including, but not limited to, paying all Covered Employees the current Living Wage and providing notice to all Covered Employees and Subcontractors as required under the Ordinance.

13. Compliance with County Employee Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply unless this Agreement's total value listed in the

Section titled "Payments", exceeds two-hundred thousand dollars (\$200,000); Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value exceeds that threshold amount.

14. Retention of Records; Right to Monitor and Audit

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after County makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by County, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by County.

(c) Contractor agrees upon reasonable notice to provide to County, to any Federal or State department having monitoring or review authority, to County's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

15. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

16. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

17. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: [insert]
Address: [insert]
Telephone: [insert]
Facsimile: [insert]
Email: [insert]

In the case of Contractor, to:

Name/Title: [insert]
Address: [insert]
Telephone: [insert]
Facsimile: [insert]
Email: [insert]

18. Electronic Signature

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

19. Payment of Permits/Licenses

Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

20. Reimbursable Travel Expenses

To the extent that this Agreement authorizes reimbursements to Contractor for travel, lodging, and other related expenses as defined in this section, the Contractor must comply with all the terms of this section in order to be reimbursed for travel.

- a. Estimated travel expenses must be submitted to authorized County personnel for advanced written authorization before such expenses are incurred. Significant differences between estimated and actual travel expenses may be grounds for denial of full reimbursement of actual travel expenses.
- b. Itemized receipts (copies accepted) for all reimbursable travel expenses are required to be provided as supporting documentation with all invoices submitted to the County.
- c. Unless otherwise specified in this section, the County will reimburse Contractor for reimbursable travel expenses for days when services were provided to the County. Contractor must substantiate in writing to the County the actual services rendered and the specific dates. The County will reimburse for travel at 75% of the maximum reimbursement

amount for the actual costs of meals and incidental expenses on the day preceding and/or the day following days when services were provided to the County, provided that such reimbursement is reasonable, in light of travel time and other relevant factors, and is approved in writing by authorized County personnel.

- d. Unless otherwise specified within the contract, reimbursable travel expenses shall not include Local Travel. "Local Travel" means travel entirely within a fifty-mile radius of the Contractor's office and travel entirely within a fifty-mile radius of San Mateo County. Any mileage reimbursements for a Contractor's use of a personal car for reimbursable travel shall be reimbursed based on the Federal mileage reimbursement rate.
- e. The maximum reimbursement amount for the actual lodging, meal and incidental expenses is limited to the then-current Continental United States ("CONUS") rate for the location of the work being done (i.e., Redwood City for work done in Redwood City, San Mateo for work done at San Mateo Medical Center) as set forth in the Code of Federal Regulations and as listed by the website of the U.S. General Services Administration (available online at <http://www.gsa.gov/portal/content/104877> or by searching www.gsa.gov for the term 'CONUS'). County policy limits the reimbursement of lodging in designated high cost of living metropolitan areas to a maximum of double the then-current CONUS rate; for work being done outside of a designated high cost of living metropolitan area, the maximum reimbursement amount for lodging is the then-current CONUS rate.
- f. The maximum reimbursement amount for the actual cost of airfare shall be limited to fares for Economy Class or below. Air travel fares will not be reimbursed for first class, business class, "economy-plus," or other such classes. Reimbursable car rental rates are restricted to the mid-level size range or below (i.e. standard size, intermediate, compact, or subcompact); costs for specialty, luxury, premium, SUV, or similar category vehicles are not reimbursable. Reimbursable ride-shares are restricted to standard or basic size vehicles (i.e., non-premium vehicles unless it results in a cost-saving to the County). Exceptions may be allowed under certain circumstances, such as unavailability of the foregoing options, with written approval from authorized County personnel. Other related travel expenses such as taxi fares, ride-shares, parking costs, train or subway costs, etc. shall be reimbursable on an actual-cost basis. Reimbursement of tips for taxi fare, or ride-share are limited to no more than 15% of the fare amount.
- g. Travel-related expenses are limited to: airfare, lodging, car rental, taxi/ride-share plus tips, tolls, incidentals (e.g. porters, baggage carriers or hotel staff), breakfast, lunch, dinner, mileage reimbursement based on Federal reimbursement rate. The County will not reimburse for alcohol.
- h. Reimbursement of tips are limited to no more than 15 percent. Non-reimbursement items (i.e., alcohol) shall be excluded when calculating the amount of the tip that is reimbursable.

Exhibit A
Services

In consideration of the payments set forth in Exhibit B, Contractor shall provide the following services:

SAMPLE

Exhibit B
Payments

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms:

SAMPLE

ATTACHMENT I

Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended

The undersigned (hereinafter called "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- a. Employs fewer than 15 persons.
- b. Employs 15 or more persons and, pursuant to section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Name of 504 Person:

Name of Contractor(s):

Street Address or P.O. Box:

City, State, Zip Code:

I certify that the above information is complete and correct to the best of my knowledge

Signature:

Title of Authorized Official:

Date:

*Exception: DHHS regulations state that: "If a recipient with fewer than 15 employees finds that, after consultation with a disabled person seeking its services, there is no method of complying with (the facility accessibility regulations) other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

[Sample Signature Page – Under \$200,000]

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES. NO WORK WILL COMMENCE UNTIL THIS DOCUMENT HAS BEEN SIGNED BY THE COUNTY PURCHASING AGENT OR AUTHORIZED DESIGNEE.

A.

For Contractor:

Contractor Signature

Date

Contractor Name (please print)

For County:

Purchasing Agent Signature
(Department Head or
Authorized Designee)
County of San Mateo

Date

Purchasing Agent Name (please print)
(Department Head or **Authorized** Designee)
County of San Mateo

Purchasing Agent or **Authorized** Designee
Job Title (please print)
County of San Mateo

San Mateo County Probation Department
RFP for Security Systems Maintenance and Support Services (PROB 2022-022)
Notes from Pre-Proposal Conference, May 6, 2022, 9 a.m.

Question – Should we include shift differentials in our proposals for work that may take place outside of 8 a.m. to 5 p.m.?

Answer – Yes, there may be times when we will require a technician to come after hours to address a safety/security concern.

Question – Will regular preventative maintenance for juvenile courtroom security systems be scheduled during regular business hours or afterhours?

Answer – We can arrange to have regular preventative maintenance for juvenile courtrooms take place during regular business hours, 8am – 5pm, M-F.

Question – Should our total-cost summaries include our estimated cost of non-scheduled service?

Answer – When we evaluate the pricing in the proposals, we will mainly focus on the pricing for the scheduled maintenance work. However, if you want to provide an estimate based on your judgement of what non-scheduled work might cost, that would be helpful.

Question – Will pricing be based on prevailing wages?

Answer – Yes. The selected contractor must agree to pay not less than prevailing rates of wages.

Question – Does this RFP include maintenance of the card-key reader system in the admin side of the building?

Answer – No. This RFP applies to the security systems outlined in the RFP.

Question – Do you have a list of the quantity of devices/equipment that will need to be maintained?

Answer – Not at this time. The purpose of the site visit is for potential bidders to get an idea of the existing systems and equipment that will need to be maintained.



County of San Mateo

Tabulation Report RFP #PROB 2022-022 - Security
Systems Maintenance and Support Services

Vendor: American Alarm Co., Inc

General Comments:

General Attachments: American Alarm PROB 2022-002 SMS Fee Proposal.pdf
American Alarm PROB 2022-002 SMS Minimum Qualifications.pdf
American Alarm PROB 2022-002 SMS Technical Proposal.pdf



County of San Mateo
Tabulation Report RFP #PROB 2022-022 - Security
Systems Maintenance and Support Services
Vendor: CML Security

General Comments: Thank you for the opportunity to be a part of this project.

General Attachments: Appendix A_Signed_CML.pdf
Appendix C_Fee Proposal Calculations_CML.xlsx
San Mateo_Maintenance_FINAL_CML Security.pdf



1671 Vineyard Drive, Antioch, CA 94509
Off: 925-779-1121 Fax: 925-779-1131

May 26, 2022

County of San Mateo Probation Department
Youth Services Center
222 Paul Scannell Drive
San Mateo, CA 94402

Re: Request for Proposal No. PROB 2022-022
Security Systems Maintenance and Support Services

Sir / Madam

American Alarm is pleased to submit our Proposal and Statement of Qualifications for RFP# PROB 2022-022. We certify that American Alarm is willing and able to perform the commitments contained in our proposal and have not violated the terms of the RFP.

Our designated representative for the purposes of this RFP is:

L. Richard Vivrette, CPP
Senior Estimator
American Alarm Co., Inc.
1671 Vineyard Drive
Antioch, CA 94509
925-779-1121 (office)
925-852-3453 (mobile)

Thank you for the opportunity to provide this response. We look forward to working with you.

Sincerely,

American Alarm Co., Inc.

A handwritten signature in black ink, appearing to read "David Miller", is written over the company name.

David Miller
President



1671 Vineyard Drive, Antioch, CA 94509
Off: 925-779-1121 Fax: 925-779-1131

PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

2. Statement of Minimum Qualifications

2.1 Experience

American Alarm has been in business under its present name for over 28 years and has been incorporated in the State of California since March, 2000. We are certified as a Small Business Enterprise (Micro) by California DGS Procurement Division and as a Public Works Contractor by California DIR.

Our California Contractor's license, 784158, has been in effect since September, 2000, and has the following classifications:

- B General Building Contractor
- C10 Electrical Contractor
- C28 Lock and Security Equipment Contractor

The C28 classification specifically authorizes us to evaluate, set-up, install, maintain and repair all doors and door assemblies, gates, locks and locking devices, panic and fire rated exit devices, manual and automatic operated gate and door closures and releases, and jail and prison locking devices. This classification includes but is not limited to, security doors, card activated and electronic access control systems for control equipment, motion and other types of detectors and computer systems for control and audit of control systems and other associated equipment.

2.2 Security Maintenance and Support Projects

- A. County of San Mateo: American Alarm provided and installed the security electronic controls for the Youth Service Center in 2016 was the service provider for the facility from October, 2017, to June, 2019.
- B. County of Santa Cruz: American Alarm has been a primary service provider for the County of Santa Cruz detention facilities for over 15 years, and continuously under County contract since 2018. Service includes preventive maintenance of security electronic control systems, annual service and maintenance of facility locking hardware, and system upgrades including installation and programming of CCTV cameras and replacement of detention hollow metal cell doors and frames, including detention locking hardware.
- C. County of Ventura: American Alarm has been under contract with the County of Ventura since July, 2015, to furnish parts, equipment and labor to maintain CCTV Surveillance and other security and communication systems for the County Juvenile Justice Center.

2.3 Project Manager

The Project Manager will be Audrey Miller. Ms. Miller has been with American Alarm since July, 2009, and works out of the American Alarm offices in Antioch, CA. She is certified in Primavera P6 software for planning, managing and executing project work.

2.4 Subcontractors

American Alarm will self-perform all service and maintenance.

2.5 Microsoft Windows Operation Systems

David Miller is proficient in Microsoft Windows Operation Systems and virtualization and has set up virtual servers for video systems at Stanislaus County Juvenile and

2.6 Licensed Electrician

All senior technicians are licensed General Electricians and certified Fire/Life Safety by California DIR.

2.7 System for Award Management

American Alarm is registered with the System for Award Management (SAM), UID# GSYXXX6F5TL4.



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PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

3. Project Approach

3.1 Overall Scope of Work

A. Scheduled Annual Preventive Maintenance

Perform scheduled annual preventive maintenance on all equipment installed and operating within the existing security electronic system and/or the locking hardware within the San Mateo County Youth Services Center. Scheduled maintenance will be expanded as required to support maintenance recommendations of equipment manufacturers whose equipment is employed within the Security Electronics System and/or Locking Hardware.

Document Maintenance/Maintenance Reports: This agreement includes maintaining facility documents including drawings, schedules and operating manuals to accurately reflect current system configurations. Existing documents may be used as a basis for these ongoing records. Maintenance reports and activity logs will be maintained by the contractor to document activities on current systems and for recommendations for either repair or replacement of system parts.

Equipment Maintenance and Replacement: Examine each piece of equipment and device to see that it is functioning according to manufacturer's specifications and that it is in good operation condition. The contractor will determine costs to repair or replace any defective or non-operational equipment and/or parts should the above maintenance be inadequate and shall perform this work when authorized by the COUNTY. The contractor will test and cycle all equipment as a system after it has been cleaned adjusted and calibrated to ensure that it operates to manufacturers design specifications.

Special Maintenance Conditions: The following system components are critical to the safe operation of the jails. If they fail and the Contractor does not have an onsite representative, a trained COUNTY employee shall be able to repair, reset or replace the following equipment.

PLC	-	Power Supply
PLC	-	CPU
UPS	-	Unit

Critical components also include any system component which could affect door or gate control for greater than eight hours. The contractor will ensure that two COUNTY employees are adequately trained to perform the tasks listed above. The contractor warranties labor for 30 days.

B. Non-Scheduled Maintenance

Perform non-scheduled maintenance, emergency service and parts replacement on all equipment including jail cell doors, window door frames, windows and electrical, installed and operating within the existing security electronic system and/or the locking hardware at the San Mateo Co. YSC.

C. Itemized Scope of Work

Paging and Intercom Systems

- Verify operational status with Facility Manager
- Inspect and clean equipment enclosures
- Record amplifier gain settings

Security Monitoring and Control System

- Inspect and clean control console equipment
- Verify operational status with Security Officer
- Inspect CCTV VRM and VMS
- Inspect logs for faults or device failures
- Ensure CCTV System software is current
- Ensure CCTV system is obtaining required video storage duration
- Inspect and clean workstations

UPS Power and Surge Protection

- Document voltage and current levels
- Check system diagnostics
- Interrupt input power and test
- Inspect battery system
- Check surge protector status indicators

Closed Circuit Television System

- Verify proper video level at monitors
- Verify proper auto-iris operation
- Check video clarity for each camera
- Adjust monitor controls as required
- Adjust camera controls as required

Programmable Logic Controllers

- Check communications lines and all I/O for proper operation
- Check and record condition of processor battery backup
- Test redundant operation if applicable

Door Locking Equipment

- Review operational status with Security Officer
- Check communication lines and I/O for proper interface with door control system
- Inspect and clean terminals and equipment cabinets
- Inspect, clean and test as applicable all door power supplies, including air compressor and storage tanks as applicable

Jail Security Hollow Metal Doors and Frames

- Inspect and document necessary repairs to cell doors, frames, and security glazing.
- Prepare itemized estimate for repair or replacement of defective materials.
- Provide and install replacement materials upon authorization from the County.

Jail Detention Locking Hardware

- Clean and lubricate all detention locking hardware devices once per year.
- Prepare itemized estimate for repair or replacement of defective materials.
- Upon authorization from the County, install only replacement materials provided by the County or provide and install new replacement materials

System Components

- Inspect and document necessary repairs or upgrades to existing control systems and devices.
- Prepare an itemized estimate for the following services and proceed with providing and installing the necessary devices upon authorization from the County:
 - Upgrade or replacement of system devices
 - Addition of new system equipment, including material and programming
 - Conversion of system data communications
 - Upgrade or reconfiguration of system programming

D. Facilities and Equipment Covered

San Mateo YSC

QTY	HEAD END EQUIPMENT
11	Touchscreen Control Station w/CPU
11	Intercom Master Station
3	Video Workstation
16	Video Monitor
1	System Server
7	Omron PLC Head End
1	NVR Digital Storage
16	Digital Decoder
11	Intercom Amplifier
2	Paging Amplifier
22	Network Switch
9	PoE over Coax Switch
8	Fiber Transceiver
14	Power Supply
1	UPS - 6KVA
1	UPS - 3KVA
11	UPS - 2KVA
1	UPS - 1KVA

QTY	VIDEO SURVEILLANCE
26	WALL SURFACE PTZ
3	CEILING FLUSH PTZ
4	POLE MOUNT PTZ
39	WALL SURFACE MOUNT
97	CEILING FLUSH MOUNT
4	POLE MOUNT FIXED
2	PEDESTAL MOUNT
QTY	INTERCOM / PAGING
128	INTERCOM
145	INTERCOM w/DOOR ANNUNCIATOR
4	CALL BUTTON
51	CEILING MICROPHONE
129	CEILING PAGING SPEAKER
9	WALL MOUNT SPEAKER
QTY	HELP BUTTON / DURESS
128	HELP BUTTON - TOUCHSCREEN
61	HELP BUTTON - ACCESS CONTROL
68	WIRELESS DURESS ZONE
QTY	ELECTRIC LOCK / GATE CONTROL
196	ELECTRIC LOCK
15	ELECTRIC LOCK - REMOTE RELEASE
3	ELECTRIC LOCK - LOCAL ALARM
2	ELECTRIC LOCK - ACCESS CONTROL
6	GATE CONTROL
QTY	AUXILIARY DEVICE CONTROL
30	LIGHTING CONTROL
QTY	COURTS SYSTEM
1	Panasonic WV-SW155 104° Dome Camera
8	Arecont AV-8185DN 180° Camera
2	Arecont AV-8365DN 270° Camera
5	Canon VB-M40 PTZ Camera
5	Digital Acoustics PNL-CIS4 Intercom Station
1	Digital Acoustics IP7-EDW-POE Desktop Master
3	Digital Acoustics IP7-STX IP Intercom Module
12	Veracity VHW-HW Coax Media Converter
10	Weidmuller 1E-MC-VL-1TX-1SC FO Media Converter

6	Altronix ALTV 244175UL 24v Power Supply
2	Weidmuller 1E-SW-BL08-6TX-2SC 8-Port Switch
1	Dell R710 Recording Server

3.2 Schedule and Ability to Complete the Project

The estimated time to perform scheduled system inspections in accordance with the Itemized Scope of Work above is 3 crew days. This work would be repeated at each bi-monthly inspection for a total annual time of 18 crew days. The estimated time to complete the annual scheduled maintenance on locking hardware is 16 crew days. This work is typically broken out into quarterly or semi-annual segments of 4 or 8 crew days each. These estimates are based on a 2-man crew. Overall, scheduled service and maintenance will require approximately 34 crew days which can be easily scheduled during the term of the contract.

3.3 Efficiency, Technology, and Sustainability Improvements

American Alarm was the installing contractor for the security electronics for this facility and maintained the equipment for two years following installation. We are thoroughly familiar with all aspects of the system installation, design, theory of operations, and programming.

American Alarm is a certified dealer/installer for all major systems which are installed, including:

- Bosch BVMS Video Management System
- Omron PLC Systems
- WonderWare HMI Touchscreen Software



1671 Vineyard Drive, Antioch, CA 94509
Off: 925-779-1121 Fax: 925-779-1131

PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

4. Firm Qualifications

4.1 Background and Qualifications

American Alarm has been in business under its present name since May, 1993. The firm was incorporated in California in March, 2000, and is certified as a Small Business Enterprise (Micro) by the California Department of General Services. Our corporate offices are in our building in Antioch, CA, where we perform business operations, project administration, engineering and documentation, programming, shop fabrication, and training. We maintain an office staff of five employees and a field staff of up to fourteen employees.

American Alarm is legally qualified to do business in Washington, Oregon, California, Idaho, Nevada, and Utah. We are certified by the California Department of Industrial Relations (DIR) as a Public Works Contractor. Our California contractor's license includes the following classifications:

- B General Contractor
- C-10 Electrical Contractor
- C-28 Lock and Security Equipment

American Alarm is fully insured in accordance with State of California requirements and has a bonding capacity of \$6M aggregate with an individual bond capacity of \$3.5M. We are a full-service contractor typically self-performing all aspects of low voltage security electronics control systems. Trades or crafts customarily subcontracted include Carpenters, Ironworkers, and Millworkers.

American Alarm is authorized and trained to provide and install:

PLC Control System:	Omron, Square D, GE Fanuc, Allan Bradley
Touchscreen Interface:	WonderWare®, Cimplicity®, Intelli-Site® Rockwell Automation Factory Talk® Omron InduSoft®
Access Control System:	DSX, Kantech
CCTV System:	Bosch, Pelco, Vicon, Sony, Axis, ExacqVision
Intercom System:	Stentofon, Harding, TOA, Aiphone
Detention Hardware:	RR Brink, Airteq, Southern Folger

American Alarm does not have any projects or personnel which have required litigation during the last 5 years.

4.2 Similar Projects

4.2.1 County of Santa Cruz

American Alarm is presently under contract with the County of Santa Cruz to provide service and maintenance at four detention facilities. The scope of work and terms and conditions are identical to those for the Security Systems Maintenance and Support Services project, with a similar number of control stations and VSS cameras, and 50% more intercoms and detention locks. Our contract has been in place since 2018 and was recently extended to 2025. The work includes scheduled annual preventive maintenance on all equipment installed and operating within the existing security electronic systems and the locking hardware within the Santa Cruz County Sheriff's Office Correctional Facilities. In conjunction with this work, we maintain accurate and complete records including activity logs detailing all work performed on facilities, equipment and systems and recommendations for either repair or replacement of system parts. We also maintain on site a copy of activity logs. Activity / Work Logs must be attached to every invoice to provide back-up documentation for work completed.

Our service and maintenance requirement includes maintaining equipment to include repairing and/or replacing worn, malfunctioning and/or defective security electronics parts as required. Contractor shall examine each piece of equipment to ensure that it is in good operating condition and functioning according to specifications. Clean parts and/or components of dust, etc. to allow the equipment to function as designed. We calibrate all sensing, monitoring, output, safety and read-out devices for proper ranges, settings and optimum efficiencies; test and cycle all security equipment as a system after cleaning, adjusting, and/or calibrating the equipment to ensure that each component and the system are operating according to specifications; and determine if defective parts are covered under manufacturer's extended warranty in lieu of a cost to the County.

Our responsibilities include training three Logistics Officers to reset, repair and replace the following critical components when Contractor's representative is not on site.

The second part of our contract is to perform non-scheduled maintenance, emergency repair and parts replacement on all equipment installed and operating within the facilities' existing security electronic systems, including but not limited to, cameras, monitors, motion sensors, control panels and jail cell doors along with all locking hardware mechanisms. We perform maintenance, emergency service and

parts replacement on all security hollow metal equipment including jail cell doors, window door frames, windows and associated electrical components. Included in this work is the expansion of existing systems being currently maintained as requested by the Sheriff's Office.

Work is performed at the following locations:

1. Main Jail Facility - All Equipment
259 Water St.
Santa Cruz, CA 95060
2. Women's Facility - All Equipment
141 Blaine St.
Santa Cruz, CA 95060
3. Medium Security Facility - All Equipment
90 Rountree Lane
Watsonville, CA 95076
4. R&R Facility - All Equipment
100 Rountree Lane
Watsonville, CA 95076

Project contacts are as follows:

County: Santa Cruz Co. Sheriff's Office
Michelle Rodriguez
Departmental Administrative Analyst
michelle.rodriguez@santacruzcounty.us
831-454-7692

Facility: Lt. Jacob Ainsworth
Jail Commander
jacob.ainsworth@santacruzcounty.us
831-454-7800

Brannon Scianna, Logistics Officer
brannon.scianna@santacruzcounty.us

Ryan Fisher, Logistics Officer
ryan.fisher@santacruzcounty.us
831-454-7865

4.2.2 County of San Mateo

American Alarm was under contract with the County of San Mateo to provide service and maintenance at the Youth Service Center with the same scope of work and terms and conditions as those for this Security Systems Maintenance and Support Services project. Our contract was been from the time we completed the

full upgrade of the security electronics at the YSC in 2017 until 2019 when the contract was awarded to another contractor.

County: San Mateo Co. Public Works
Michael Ramirez
Construction Project Manager
mramirez@smcgov.org
650-363-4100

Facility: Ino Cubing
Information Technology Manager
San Mateo Co. Dept. of Probation
icubing@smcgov.org
650-655-6242

4.2.3 Judicial Council of California

American Alarm is under contract with the Judicial Council of California to provide service and maintenance at California Superior Courthouses in Northern California. The same scope of work includes non-scheduled maintenance to repair, refurbish, or replace security electronic control system equipment and auxiliary control systems and to integrate existing controls with new systems.

Agency: Judicial Council of California
Greg Flinders
Security Coordinator, Facilities Services
greg.flinders@jud.ca.gov
916-643-8046

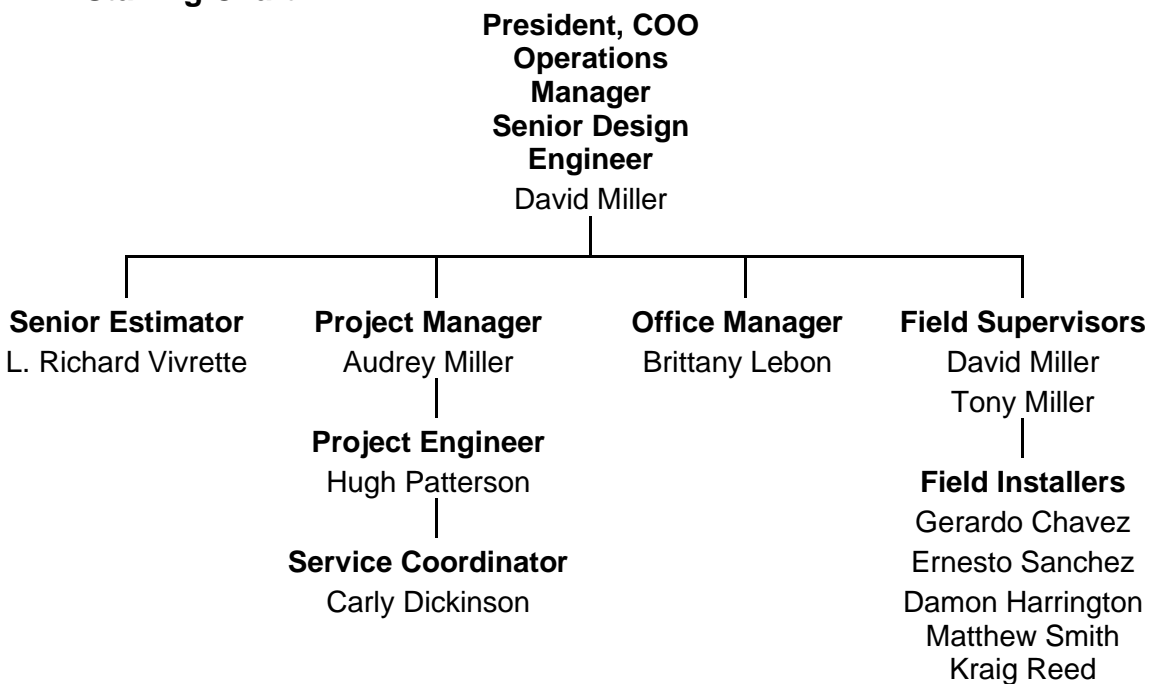


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PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

5. Team Qualifications

5.1 Staffing Chart



5.2 Project Job Descriptions

Operations Manager / Senior Design Engineer

Responsible for overall project management including assignment of personnel, review of project documents, approval of project schedules.

Senior Estimator

Responsible for project estimating, pre-construction site surveys, development of equipment schedules and coordination with manufacturers to meet specific project requirements. Responsible for preparing bid documents. Responsible for post-contract negotiations regarding change orders and questions regarding project scope of work.

Project Manager

Responsible for day-to-day project management including assignment of personnel, monitoring project status, and material ordering. Oversees **Service Coordinator** to respond to service calls. Oversees **Project Engineer** to verify accuracy of project drawings and submittals.

Field Supervisors

Responsible for on-site work including installation, connection, testing, and commissioning. Responsible for site safety meetings. Responsible for job progress reports to **Project Manager**. Oversees and assigns work to **Field Installers**.

Office Manager

Responsible for all accounts payable. Responsible for Certificates of Insurance, Worker's Compensation, Insurance, billing, invoicing, and payroll.

5.3 Resumes of Key Personnel

David A. Miller – President / Operations Manager / Senior Design Engineer Years with Company: 22

David Miller has over 35 years of experience in the design, installation and service of security electronics systems. Mr. Miller has an associate degree in Applied Science in Electronics Engineering Technology from the Cleveland Institute of Electronics and has been designated a Certified Engineering Technician by the National Institute for Certification in Engineering Technologies. Mr. Miller has designed the printed circuit boards used by many companies for Discrete Logic Door and Intercom Control System and the Relay Logic Door and Intercom Control Systems.

Mr. Miller has completed factory training offered by numerous security manufacturers including the following:

Bosch	CCTV and Security Systems
Kalatel	CCTV Systems
Pelco	CCTV Systems
Kantech	Card Access Systems
Blonder Tongue	MATV Systems
Rauland – Borg Corp.	Sound Distribution Systems
Rauland SecurePlex	Microprocessor Control Systems
Stentofon	Sound Distribution Systems
Perimeter Products	Perimeter Protection Systems
Actall	Personal Duress Alarm Systems

Perimeter Products	Personal Duress Alarm Systems
Ademco	Alarm Monitoring Systems
EST	Fire Alarm Systems
IDEC	Programmable Logic Controller
GE Fanuc	Programmable Logic Controller
OMRON	Programmable Logic Controller
OMRON InduSoft	HMI Interface Software
Square D	Programmable Controller Logic
WonderWare	InTouch System Platform HMI Software

NICET – Fire Protection Engineering - Level III
NICET – Audio Systems – Level IV

Audrey Miller - Project Manager, System Engineer
Years with Company: 12

Audrey Miller has been working for American Alarm Co., Inc. for 12 years, in the capacity of Project Engineer and Project Foreman. She has an AS degree in Electrical Technology from Los Medanos College. Her responsibilities include system design, documentation, layout, project drawings, submittals, and operation and maintenance manuals. She also creates the touch screen layouts in Wonderware that are utilized in several facilities in California. Ms. Miller creates the company interactive project schedule and is responsible for coordinating and directing all American Alarm projects of various scopes and sizes.

Ms. Miller's project experience includes:

USP Atwater — <i>PLC Upgrade</i>	2013
El Dorado Co. Jail, Placerville — <i>Control Panel Upgrade</i>	2014
John Latorraca Correctional Facility — <i>Security Controls Upgrade</i>	2015
Solano Law and Justice — <i>Fire Alarm Replacement</i>	2015
Santa Clara Family Justice Center — <i>Electronic Safety and Security</i>	2016
Merced Co. Jail — <i>Control System Upgrade</i>	2017
San Mateo Youth Services Center — <i>Replace Security System</i>	2017
Marin County Juvenile Hall — <i>New Security System</i>	2018
Iris Garrett Juvenile Justice Center — <i>Security Controls Upgrade</i>	2019
CHCF Facility "E" Chapel Building — <i>Fire Protection Upgrades</i>	2020
CTF & SVSP Soledad — <i>Fire Protection Upgrades & PAS</i>	2020
Santa Rita Rail — <i>Security System Upgrade Phase 1</i>	2020
Trinity Co. Sheriff's Detention Facility — <i>Electronic Safety & Security</i>	2021
San Quentin — <i>Fire Alarm Replacement</i>	Ongoing
Ventura Co. PreTrial Det. Fac. — <i>Security Electronics Upgrade</i>	Ongoing

Hugh Waldron Patterson - Project Engineer, System Integrator
Years with Company: 7

Hugh Patterson joined American Alarm in 2015 as a Project Engineer. He has 28 years of experience in the construction industry including field labor, project management, and IT systems administration. His responsibilities include system design, documentation, layout, project drawings, submittals, and operation and maintenance manuals.

Mr. Patterson performs creates project drawings including architectural details, device layout, and riser diagrams; develops power, battery and conduit calculations to meet system requirements; and controls project documents. Mr. Patterson is certified for AutoCAD.

Mr. Patterson was with Hathaway Dinwiddie Construction from 1987 until 2002 in a variety of positions including IT technician, Network Administrator, Project Engineer, and Project Manager. From 2003 through 2015 Mr. Patterson worked as a carpenter for various general construction firms including Hathaway Dinwiddie, Kiewit, and Lathrop, where he gained valuable field experience.

Mr. Patterson holds a Bachelor of Science degree in Psychology and a Master's degree in Business Administration, both from the University of Phoenix.

L. Richard Vivrette, CPP - Senior Estimator, System Integrator
Years with Company: 14

Rich Vivrette is the senior estimator for American Alarm. He has been in the security industry for over 48 years since joining ADT Security Systems in 1974. While with ADT he held positions as National Accounts Manager and West Coast CCTV Sales Manager. In 1991, after ten years with Bay Alarm, Morgan Electronics, and Protech Management Systems as a Sales Representative and two years as West Coast Regional Manager for Cardkey Systems, he joined Norment Security Group to develop and run the Security Electronics office for West Coast operations, specializing in all facets of security electronics for the correctional industry. In 2008 he left Norment and joined American Alarm in the same capacity, providing engineering support for system integration and estimating for commercial and detention projects. His responsibilities include system design, documentation, layout, review of project drawings and submittals, and managing project contracts with regards to project change orders and contract terms and conditions.

Mr. Vivrette is experienced in the design and integration of many systems including: CCTV, Fire Alarm, Door Control, Access Control, Facility and Local Intercom, Paging, Nurse Call, Wireless Man-Down Systems, Perimeter Fence Systems and UPS. He holds a Bachelor of Science degree in Engineering from

the United States Naval Academy and was designated a Certified Protection Professional (CPP) by the American Society for Industrial Security in 1985. Mr. Vivrette has received factory training on many systems and has passed the required testing to be designated a Certified Engineering Technician by NICET, Fire Protection Engineering Level II and Audio Systems Level II.

Tony Miller - Project Supervisor / Lead Technician
Years with Company: 15

Tony Miller has been with American Alarm for 15 years, working in the capacity of Project Supervisor and Lead Technician. He is responsible for installation, testing and final acceptance of security electronic and fire / life safety systems and also installed security doors, glass and associated security hardware. He has over 10 years of progressive technical, and project management experience related to integrated Computer/Security/Data systems. This experience spans military, industrial, and public programs primarily concentrating on detention security compliance, security project management and systems engineering. Mr. Miller combines his technical knowledge of Security Systems and Life Safety approaches with practical experience in the process of system specification, engineering, procurement, inspection and implementation.

Mr. Miller holds several technical certifications including:

- NICET Level 2 Fire Alarm Technician Certification
- California Certified Fire/Life Safety Tech
- California Certified General Electrician
- Edwards System Technology I-O Series, EST3, and EST4 Certification
- Xtralis VESDA Smoke Detection Systems Certification

Mr. Miller's project experience includes

Santa Cruz Co. Main Jail, Santa Cruz, CA
Stanislaus Co. Juvenile Hall, Modesto, CA
Tuolumne Co. Courthouse, Sonora, CA
Motherload Regional Juvenile Hall, Sonora, CA
Humboldt Co Juvenile Detention Facility, Eureka, CA
Tehama Co. Courthouse, Red Bluff, CA
Tehama Co. Main Jail, Red Bluff, CA
Merced Co. Main Jail, JLCC, IGJC, Merced, CA
Sacramento Juvenile Detention Center, Sacramento, CA
California Health Care Facility, Stockton, CA
El Dorado County Jail Placerville, CA
Tulare County Courthouse, Porterville, CA
Kings County Courthouse, Hanford, CA
Ventura Co., Todd Road Jail, Ventura, CA
Santa Clara Juvenile Detention Center, Santa Clara, CA

5.4 Assignment of Personnel

American Alarm will assign the above personnel to the Security Systems Maintenance and Support Services project. Key personnel will not be substituted with other personnel or reassigned to another project without the County's prior approval. Field installers will be assigned and scheduled as necessary to complete routine inspections and maintenance.



1671 Vineyard Drive, Antioch, CA 94509
Off: 925-779-1121 Fax: 925-779-1131

PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

6. References

6.1 Architect / Engineer References

6.1.1 Name: Guidepost Solutions
Contact: Ray Kolodziejczak
Phone: 510-268-8373
E-Mail: rkolodziejczak@guidepostsolutions.com

6.1.2 Name: Pennell Consulting
Contact: Rob Pennell
Phone: 509-747-1888
E-Mail: robp@pennellconsulting.com

6.2 Owner References

6.2.1 Facility: Ventura County Juvenile Justice Center
Contact: Thomas Ware
Phone: 805-981-5546
E-Mail: thomas.ware@ventura.org

6.2.2 Facility: Merced County: JLAC; IGJJC; Main Jail
Contact: Ricardo Fernandez
Phone: 209-201-9761
E-Mail: ricardo.fernandez@countyofmerced.com

6.2.3 Facility: Santa Cruz Co. Main Jail
Contact: Brannon Scianna, Logistics Officer
Phone: 831-454-7865
E-Mail: brannon.scianna@santacruzcounty.us

Contact: Ryan Fisher, Logistics Officer
Phone: 831-454-7865
E-Mail: ryan.fisher@santacruzcounty.us

6.2.4 Facility: Judicial Council of California (JCC)
Contact: Greg Flinders
Phone: 916-643-8046
E-Mail: greg.flinders@jud.ca.gov



1671 Vineyard Drive, Antioch, CA 94509
Off: 925-779-1121 Fax: 925-779-1131

PROJECT: **Security Systems Maintenance and Support Services**
RFP NO.: **PROB 2022-022**

7.0 Fee Proposal Narrative

7.1 Explanation of Cost Estimates for Scheduled Maintenance

Cost estimates for Scheduled Inspections are prepared by determining the amount of time that a 2-man crew would require to verify that each covered device is functioning properly and to clean individual devices as scheduled. Labor rates are based on current prevailing wage rates including scheduled increases plus anticipated travel time and per diem expenses. The summary cost is then multiplied by the number of inspections required by the Owner, whether Semi-Annual, Quarterly, or Bi-Monthly to determine the annual cost for inspections. In 2017 the Service Agreement included Semi-annual Inspections and Annual Maintenance Service. The present RFP requires four additional (Bi-Annual) Inspections plus the Annual Maintenance on locking hardware.

Cost estimates for Scheduled Maintenance are prepared in the same way, with additional allowances for consumable materials such as lubricants added to the cost. The summary cost is then multiplied by the number of times scheduled maintenance is to be performed, whether Semi-Annually or Annually, to determine the annual cost for maintenance. The cost for Annual Inspections is added to the cost for Annual Maintenance to determine the overall Annual Scheduled Service and Maintenance cost.

7.2 Explanation of Cost Estimates for Non-Scheduled Service

Cost estimates for allowances for Non-Scheduled Service are based on the number and type of devices and the length of time they have been installed. For larger facilities we recommend an allowance of 48 hours of standard service (twenty-four 2-hour calls) plus travel, and 8 hours of emergency service (two 4-hour calls) plus travel per year. Allowances for material costs are based on industry norms, with material associated with Video Surveillance Systems being the major factor (cameras, monitors, hard disk drives, etc.) since these items cannot normally be repaired and are considered critical to facility safety and security. We recommend a budget

Some facilities use the Non-Schedule Service Contract as a means for completing routine replacement, refurbishment, and upgrade of existing equipment. Further, recurring costs for annual software licenses and system Service Maintenance Agreements with manufacturers may or may not be included in Non-Scheduled Service costs. Bosch SMA costs are a prime example of annual costs which need to be factored into the facility's maintenance budget.

7.3 Factors Affecting Service or Surplus Parts

Our experience on other projects indicates that CCTV System work constitutes the primary area of material cost. This RFP asks for material costs for two types of CCTV cameras, and we recommend a total of 8 across a 3-year period. We have also found that hard disk drives in video storage arrays fail after about 5 years and need to be replaced. Lastly, UPS batteries need to be replaced every 5 years. The allowance for materials needs to be adjusted depending on the length of time existing devices have been installed. We do not have current information on the status of storage array HDDs or UPS batteries the system at YSC and have not included costs for replacements.

The Bosch Service and Maintenance Agreement expired 8/25/2018 and needs to be brought current. Bosch has recently changed the terms and conditions of their tech support and now requires that the SMA be current in order to get technical support from Bosch. The cost for SMA coverage through 8/25/2022 is approximately \$24,000 with an annual recurring cost of approximately \$6,000. These costs are not included in the Year-Over-Year Summary costs.

Appendix A – Minimum Qualifications Checklist

Complete this form and attach it to your firm's Proposal

I, David Miller, am the president of American Alarm Co., Inc., and am authorized to execute this Certification on its behalf.

Minimum Qualifications

Proposals will be accepted only from firms that meet the following required qualifications:
Please check box if your firm meets these qualifications:


- Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.
- Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the State of California.
- Project Manager shall have a minimum of four (4) years of security maintenance and support experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.
- Sub-contractor/s shall have a minimum of two (2) years of experience within the last four (4) years performing security maintenance and support work.
- Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).
- Project Team must have at least one certified licensed electrician.

Required Registration

Please check box to indicate your firm is registered with the System for Award Management (SAM).

- Proposer is required to be in good standing with <https://sam.gov/SAM/>

I certify that the foregoing information is true and correct as of the date of this Certificate.

Signature: 

Date: May 23, 2022

Appendix C - FEE PROPOSAL CALCULATIONS

Instructions:

Please complete this worksheet by only filling in the YELLOW highlighted areas with your data regarding this RFP.
Please complete this worksheet for each year period.

7.1 Labor Costs (First twelve (12) months of Fully Staffed Service)

1

	Position Title	No. Full-Time Positions	Hourly Wage	Burden % *	Hourly Wage with Burden	Annual Full Time Labor Hours 1FT yr = 2,080 hrs X No. Positions	Annual Total Hours (Excluding PTO)	Annual Labor Cost with Burden	
1	Field Technician	0	\$ 90.65	26.00%	\$ 114.22	0		\$0.00	Standard 6:00am - 6:00pm M-F, Ex Holiday
2	Senior Technician	0	\$ 99.95	26.00%	\$ 125.94	0		\$0.00	Standard 6:00am - 6:00pm M-F, Ex Holiday
3	Inside Wireman	0	\$ 155.49	26.00%	\$ 195.91	0		\$0.00	Standard 6:00am - 6:00pm M-F, Ex Holiday
4	Programmer	0	\$ 200.00	25.00%	\$ 250.00	0		\$0.00	Standard 6:00am - 6:00pm M-F, Ex Holiday
5		0	\$ -	0.00%	\$ -	0		\$0.00	
6	Field Technician	0	\$ 121.65	26.00%	\$ 153.28	0		\$0.00	Overtime 6:00pm - 10:00pm M-F, Ex Holiday
7	Senior Technician	0	\$ 135.61	26.00%	\$ 170.87	0		\$0.00	Overtime 6:00pm - 10:00pm M-F, Ex Holiday
8	Inside Wireman	0	\$ 185.68	26.00%	\$ 233.95	0		\$0.00	Overtime 6:00pm - 10:00pm M-F, Ex Holiday
9	Programmer	0	\$ 200.00	25.00%	\$ 250.00	0		\$0.00	Overtime 6:00pm - 10:00pm M-F, Ex Holiday
10		0	\$ -	0.00%	\$ -	0		\$0.00	
11	Field Technician	0	\$ 152.66	26.00%	\$ 192.35	0		\$0.00	Emergency After Hours, Weekend, Holiday
12	Senior Technician	0	\$ 171.28	26.00%	\$ 215.81	0		\$0.00	Emergency After Hours, Weekend, Holiday
13	Inside Wireman	0	\$ 230.74	26.00%	\$ 290.73	0		\$0.00	Emergency After Hours, Weekend, Holiday
14	Programmer	0	\$ 240.00	25.00%	\$ 300.00	0		\$0.00	Emergency After Hours, Weekend, Holiday
15		0	\$ -	0.00%	\$ -	0		\$0.00	
16		0	\$ -	0.00%	\$ -	0		\$0.00	
23		0	\$ -	0.00%	\$ -	0		\$0.00	
24		0	\$ -	0.00%	\$ -	0		\$0.00	
25		0	\$ -	0.00%	\$ -	0		\$0.00	

* Burden % shall include all costs associated with Proposer's Labor costs including, but not limited to: paid time off, payroll taxes, pension costs, health insurance, dental insurance, unemployment insurance, workers comp insurance, and any other benefits and indirect labor costs.

\$0.00

NOTE: Exceptions, modifications and omissions from the requested information will not be accepted. Deviations from the required calculations and format will result in rejection of proposal as non-responsive.

7.2 Total Cost for Bi-Monthly Inspections

Frequency	Every Two Months (6 Visits per Year)	
Term	Three years with fixed price option to renew	
Base Annual Cost	Year One:	\$ 100,000
	Year Two:	\$ 100,000
	Year Three:	\$ 100,000
	Total:	\$ 300,000.00
Work Outside Contract (Hourly Rates) SEE LABOR COSTS, TAB-7.1		
Standard / Scheduled at least 48 hours prior:	\$ 125.94	per hour
After Hours	\$ 170.87	per hour
Emergency / Weekend / Holidays:	\$ 215.81	per hour
Travel (if required):	\$ 5,000.00	Not to exceed \$1,500 per instance (only applies to when specialists must be called in)

7.3 Surplus Parts

Item	On Hand Prior to Contract Execution	Recommended Quantity to be Ordered by Contractor	Cost (each)	Total Cost to County
Card Access				
MFC. / Model				
Open Option – SE RPK40	0	2	\$418.00	\$836.00
Open Option – RSC2	0	1	\$746.39	\$746.39
Southern Folger ES1600 BAD PART # Provide Southern Folger ES310-2 Strike	0	1	\$651.63	\$651.63
ELO 2201L Touch Screen	0	1	\$688.00	\$688.00
APC Smart UPS 1500VA ups	0	1	\$1,605.00	\$1,605.00
Camera				
MFC. / Model				
Bosch 7000r dome camera	0	5	\$1,359.92	\$6,799.60
Bosch NEZ-4212-PPCW4 PTZ (EOL) REPLACE WITH NDP-7512-Z30	0	3	\$3,632.21	\$10,896.63
H.P. 2530-24G switch	0	1	\$1,783.19	\$1,783.19
Bosch BODE66008 BAD PART #, CANNOT IDENTIFY				\$0.00
1000 Base-SX SFP Transceiver Modules	0	1	\$323.70	\$323.70
Phybridge CLEER switch NV-CLR-024 switch	0	1	\$5,149.86	\$5,149.86
Intercom System				
MFC. / Model				
Harding PC06713-04	0	5	\$81.42	\$407.10
Harding master station TM-411-121-1	0	1	\$845.45	\$845.45
Fuses & Power Supplies				
MFC. / Model				
Schneiderr M9F42115	0	2	\$90.85	\$181.70
Schneider relay RSL1PVJU	0	10	\$19.69	\$196.90
Mersen time delay fuse 16A	0	10	\$40.13	\$401.30
OMRON C200HW-PA204	0	2	\$1,029.97	\$2,059.94
			Total	\$33,572.39

7.4 - Year-Over-Year Summary

ITEM	YEAR 1	YEAR 2	YEAR 3	TOTAL
	December 1, 2022- November 30, 2023	December 1, 2023- November 30, 2024	December 1, 2024- November 30, 2025	
Bi-Monthly Support and Maintenance	\$100,000.00	\$100,000.00	\$100,000.00	\$300,000.00
Surplus Parts (One-time order)	\$40,000.00			\$40,000.00
Pool Dollars (as-needed work) – Estimated 60 hours per year at standard labor rates	\$7,560.00	\$7,560.00	\$7,560.00	\$22,680.00
Travel Expenses – Not to exceed \$1,500 *travel must be preapproved by the County	\$5,000.00			\$5,000.00
TOTAL CONTRACT AMOUNT	\$152,560.00	\$107,560.00	\$107,560.00	\$367,680.00



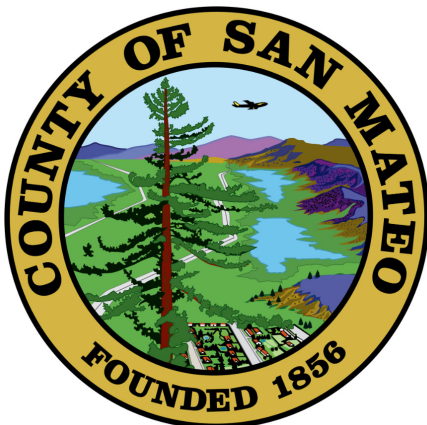
Proposal for:

County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

REQUEST FOR PROPOSAL

Security Systems Maintenance
and Support Services

RFP No. PROB 2022-022
County of San Mateo, California
Probation Department



Presented by:

CML Security, LLC
1785 W. 160th Ave. Suite 700
Broomfield, CO 80023
ph. 720.466.3650
fax. 720.438.7573
www.cmlsecurity.us

CML SECURITY LLC | 1785 W. 160th Ave. Suite 700 | Broomfield, CO 80023 | 720.466.3650



County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

1. INTRODUCTION AND EXECUTIVE SUMMARY

COMPANY DETAILS

- **Company Name:** CML Security, LLC
- **Main Phone:** 720.466.3650
- **Address:** 1785 W. 160th Ave. Suite 700
Broomfield, CO 80023
- **Corporation Type:** LLC
- **State of Incorporation:** South Dakota
- **Date Founded:** 6/18/2015
- **Business Type:** Subcontractor, DEC, SEC
- **Federal ID:** 47-4326233
- **SIC Code:** 9223
- **State Tax ID Number:** DL44012
- **NAICS:** 922140
- **Previous Firm Names:**
 - CML Specialties: 1987-2012
 - CML RW: 2012-2015
- **Contracting Interests:**
 - 11 & 28 - Detention Equipment,
Electronic Safety & Security
 - 11 90 00 - Other Equipment
 - 13 00 00 - Special Construction
 - 13 10 00 - Special Facility
Components
 - 28 00 00 - Electronic Safety &
Security
- **% of work performed by CML:** 100%
- **Total Permanent Staff:** 240
- **Trade Associations & Training:** WECA
- **Union Affiliation:**
 - #803 Southwest Carpenter Union
 - Northern California Carpenters
 - Northwest Carpenters

CML Security is pleased to present this response to RFP No. PROB 0222-022 - Security Systems Maintenance and Support Services for the County of San Mateo Probation Department.

The maintenance and support of Electronic Security Systems is a critical component of safety to the management of any correctional facility, protecting both officers and inmates alike. CML Security is more than familiar with the challenges that have the potential to arise in these systems, and will provide top tier expertise and experience to meet the needs of any facility owner, no matter how complex or urgent.

CML Security has a broad depth of experience in the individual elements that comprise a security electronics system, including but not limited to: IP Video, Access Control Systems, HMI Interfaces, PLC Electronic Detention Monitoring & Control Systems, Intercom Paging Systems, and Video Visitation Systems. We employ technicians around the country who are trained and certified to integrate and problem-solve within any implemented system.

Within this Proposal you will find a single point of accountability offering competitive pricing in a proven industry leader, ensuring delivery of a solution that will meet the Owner's needs and comply with project specifications.

A handwritten signature in blue ink, appearing to read 'Tommy Thoene', is positioned above the printed name and title.

Tommy Thoene | President
CML Security, LLC
PH: 720.466.3650



STATEMENT OF MINIMUM QUALIFICATIONS



Proposal for:

County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

REQUEST FOR PROPOSAL

Security Systems Maintenance
and Support Services

RFP No. PROB 2022-022
County of San Mateo, California
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Presented by:

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CML SECURITY LLC | 1785 W. 160th Ave. Suite 700 | Broomfield, CO 80023 | 720.466.3650



2. STATEMENT OF MINIMUM QUALIFICATIONS

Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.

CML Security has provided maintenance and support services for multiple state and county entities consistently since 2012.

Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the state of California.

CML Security has completed maintenance and support contracts for the following:

- *Maricopa County, AZ (9 Facilities) - Project Information and Contact available upon request.*
- *Riverside County, CA (18 Facilities) - Project Information and Contact available upon request.*
- *San Mateo County, CA (County Jail & Maguire Facility) - Project Information and Contact available upon request*
- *Douglas County, NE (Youth Center) - Project Information and Contact available upon request*

Project Manager shall have a minimum of four (4) years experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.

Lead Project Manager Ron Green has 6 years industry experience, and has completed 7+ SEC Cutovers. Resume available upon request.

Sub-contractor/s shall have a minimum of two (2) years experience within the last four (4) years performing security maintenance and support work.

CML Security self-performs 100% of our support and maintenance services.

Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).

At least one member of the Project Team is proficient in Microsoft Windows Operation Systems and virtualization.

Project Team must have at least one (1) certified licensed electrician.

The Project Team consists of at least one (1) certified licensed electrician.

System for Award Management (SAM) Registration
CML Security is registered and in good standing with the System for Award Management. Our unique identifier is C156QGJFAJK7.

Please see attachment Appendix A - Minimum Qualifications Checklist.

Appendix A – Minimum Qualifications Checklist

Complete this form and attach it to your firm's Proposal

I, Tommy Thoene, am a President at CML Security and am authorized to execute this Certification on its behalf.

Minimum Qualifications

Proposals will be accepted only from firms that meet the following required qualifications:
Please check box if your firm meets these qualifications:

- Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.
- Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the State of California.
- Project Manager shall have a minimum of four (4) years of security maintenance and support experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.
- Sub-contractor/s shall have a minimum of two (2) years of experience within the last four (4) years performing security maintenance and support work.
- Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).
- Project Team must have at least one certified licensed electrician.

Required Registration

Please check box to indicate your firm is registered with the System for Award Management (SAM).

- Proposer is required to be in good standing with <https://sam.gov/SAM/>

I certify that the foregoing information is true and correct as of the date of this Certificate.

Signature: _____ 

Date: May 24, 2022



PROJECT APPROACH



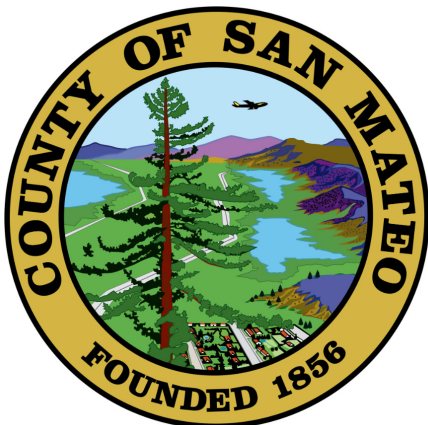
Proposal for:

County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

REQUEST FOR PROPOSAL

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3. PROJECT APPROACH

CML Security's goal is to always provide the end-user with comprehensive maintenance and support services for the security systems implemented at any facility. The end result will be no different for the County of San Mateo Probation Department Youth Services Center - Juvenile Hall and Camp Kemp Facilities. CML Security will reduce the risk of security concerns with proper attention to any failure or shortcomings involving hardware and software, duress buttons, security cameras (audio and visual), and associated media storage infrastructure at the facility by providing maintenance, programming, and troubleshooting services on a recurring schedule.

Inspect, Test, Clean and Adjust the following:

1. Grounding and Surge Protection
2. Uninterruptible Power Supply (UPS)
3. All Security Control Head End Equipment
4. All Security Enclosures and Equipment Racks
5. Security Door and Utility Controls System
6. Security Intercom and Paging System
7. CCTV System
8. Actall duress system
9. All Related Detention Door Hardware consisting of the following:
 - Detention Door Locks
 - Detention Door Sliders
 - Closers
 - Seals, Gaskets & Thresholds
 - Stops
 - Door Pulls
 - Door Position Switches
10. General
 - Inspect existing inventory of spare parts needed to maintain systems
 - Make recommendations of additional spare parts needed for inventory
 - Maintain corrections to as-built drawings as required per changes

11. Training and Testing

- Work with San Mateo County Probation Department Youth Services Center – Juvenile Hall and Camp Kemp facilities staff during installation and implementation of any new purchased and installed equipment or programming changes to help you gain a general understanding of the system
- Train users on proper use and troubleshooting of equipment
- Upon completion of any installation of new equipment, test to assure optimum functionality and performance are achieved

12. Programming Changes/Adjustments

- Provide minor programming adjustments to current software configuration as desired by owner
- Provide programming adjustments to accommodate any new hardware or software desired to be integrated into system
- Provide documentation of changes made and provide a copy to San Mateo Youth Center
- Provide free telephone support for 30 days after changes are made. Subsequent charges for support calls are billed in 10-minute units at \$12.50 per unit

13. Non-Programming Related Support & Troubleshooting

- Provide on-site staff within 24 hours in the event of emergency
- Provide on-site staff within 72 hours in the event of non-emergency

14. Scheduling

- Work with facility personnel to develop a mutually agreeable schedule for routine maintenance and programming.
- Communicate with facility/IT personnel one week prior to on-site visit to go over any issues that may need to be addressed in addition to routine maintenance duties.



3. PROJECT APPROACH CONT.

15. Contacts

- Provide scheduling, non-emergency, and emergency contacts to assure timely attention to any matters that may arise.

16. Insurance

- CML Security will provide proof of insurance upon receipt of contract.

17. Off-Site Remote Access

- For assistance in programming and troubleshooting of issues that arise without on-site presence.
- Included with any onsite maintenance option or can be accepted as separate maintenance service.
- Remote access is accomplished through internet connection via access device installed by CML Security and remains property of CML Security throughout the entirety of the maintenance contract.

Note: Although CML Security strives to provide a comprehensive scope of service for maintenance, the facility may have specific issues that need to be addressed at the time of a scheduled maintenance visit. In this event our technicians will work to correct these issues first and then complete as many of the defined scope items as possible with the time remaining for that visit.

BENEFITS:

By selecting CML Security to partner with San Mateo Youth Services Center, the county will afford several benefits including but not limited to:

- Responsible use of time & resources: CML Security is committed to completion of a project meeting the owner's needs within a project's budget and time constraint.
- Timely, knowledgeable responses to questions and issues that arise: There are very few obstacles within detention security systems that CML has not faced.
- Experienced staff within the detention industry: CML has some of the most experienced staff in the industry.
- Programming and equipment recommendations based on facility desires & requirements: Customization and integration of systems to meet specific needs.
- Personalized service. CML Security prefers the same technician and programmer to be involved with San Mateo Youth Center on an ongoing basis to assure they are familiar with the facility. CML is dedicated to a project from beginning to end and hopes to form a trusting relationship with our end-users.
- Performance that meets or exceeds all industry guidelines
- Reduced overhead and liability: CML partners with key industry trades and manufacturers to stay ahead of procurement and supply chain issues, while ensuring costs escalations will not impact the project.



FIRM QUALIFICATIONS



Proposal for:

County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

REQUEST FOR PROPOSAL

Security Systems Maintenance
and Support Services

RFP No. PROB 2022-022
County of San Mateo, California
Probation Department



Presented by:

CML Security, LLC
1785 W. 160th Ave. Suite 700
Broomfield, CO 80023
ph. 720.466.3650
fax. 720.438.7573
www.cmlsecurity.us

CML SECURITY LLC | 1785 W. 160th Ave. Suite 700 | Broomfield, CO 80023 | 720.466.3650



County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

4. FIRM QUALIFICATIONS

Formerly CML Specialties, a premier detention equipment company that operated from 1987 - 2012 under the direction of Mike Langersmith, the current organization operates with many of the core field crew and expertise dating from the inception of the company, with an average of 20-years of experience. CML Specialties was expanded upon to create a state-of-the-art, full service security electronics and detention equipment contracting firm - now known as CML Security.

In 2012, Keith Thoene and James (JJ) Ramsey took over CML Specialties, and continued operating as a security electronics and detention equipment contracting firm. In 2015 the company was incorporated as: CML Security, LLC. Since 1987, CML Security has established itself as a leader in the corrections industry, growing from a relatively small workforce of 50 employees to now over 220 employees.

Maintaining our status as an employee owned company is a key pillar of CML's values and our culture. This has resulted in a succession plan that transitions ownership slowly over time to an employee group, and assures sustainability in the growth and viability of the company over the long-term. Along with that - we build our team from within, incorporating the knowledge from other companies and working them into our culture. CML has a large number of employees from previous Detention Equipment Installers and Security Electronics Integrators.

CML is structured into three primary divisions: detention equipment, security electronics, and service & support. Our primary corporate headquarters are located in Broomfield, CO and regional offices have been set up in TX, AZ, CA, HI, and UT.

The majority of work that CML performs as a security electronics integrator follows a consistent workflow with many checks and balances on the work performed in order to assure quality. The Security Electronics Scope of Work that CML specializes in includes: Touch Screen Controls, Door and Access Control, Video Visitation, IP Video + Recording, Duress Alarm Systems, Perimeter Detection Systems, Audio/ Video Control, and Systems Control.

The design team is the first to work on security electronics projects. They work with estimating, procurement, and the facility owners to design a solution that will provide the best quality that meet the requirements for the owner. This team problem solves extensively, especially for projects that require upgrades and integration to an existing facility.

The design team will then internally hand off to the programming team. In this phase of CML's security electronics process we are using the blueprint put forth by our design team and making the system come to life.

Prior to the final stage, commissioning, the build team leads the extensive testing that takes place on the systems. We work with our manufacturers and owners to ensure that everything is fully functional and ready for installation before we bring it to your facility. Our commissioning team is the final step in CML's security electronics integration process. This involves the on-site installation, sign off and commissioning of what we implement.

The processes that CML has established are a result of our experience on the projects that we have successfully completed over the years. We have learned the most efficient ways to structure our teams and streamline the process to meet both the quality standards that we require of ourselves, and the schedules of our clients.

4. FIRM QUALIFICATIONS



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Fax 720-438-7573
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Security Systems Maintenance
and Support Services
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Security Electronics & Detention Hardware Maintenance | San Mateo County, Redwood City, CA

The Service & Support Department of CML Security provided ongoing maintenance to the San Mateo County Jail and the Maguire Facility in Redwood City, CA. CML provides both Detention Equipment and Security Electronics Maintenance.

Scope of Work- Includes both the furnish and install of the following systems:

SECURITY ELECTRONICS:

- IP Video
- Video visitation system
- Access control system
- HMI control system
- PLC electronic detention monitoring and control
- Intercom paging system

DETENTION EQUIPMENT:

- Security hollow metal wall panels (Trusswall)
- Security hollow metal
- Security hardware
- Security ceiling
- Security glazing
- Security mesh
- Miscellaneous security items

- **OWNER REFERENCE CONTACT** • San Mateo Sheriff's Office
Lt. Bill Fogarty
(650)291-1249
wfogarty@smcgov.org
- **VALUE OF SCOPE** • Maintenance Contract - \$1.1 M to date
- **PROJECT DURATION** • June 2017-ongoing
- **PERCENTAGE OF WORK SELF PERFORMED** • 100%

4. FIRM QUALIFICATIONS



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222 Paul Scannell Drive
San Mateo, CA 94402
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Security Electronics & Detention Hardware Maintenance | Riverside County, CA

The Service & Support Department of CML Security provides ongoing maintenance to five facility locations, totaling 18 buildings within Riverside County. CML provides both Detention Equipment and Security Electronics Maintenance. The facilities involved include: Blythe Jail (BLI) 115-beds, Robert Presley Detention Center (RPDC) - 814 beds, Southwest Detention Center (SWDC)-1111 Beds, Indio Jail (INJ) - 353 beds, Larry D. Smith Correctional Facility (SCF) - 1520 beds.

Scope of Work- Includes both the furnish and install of the following systems:

SECURITY ELECTRONICS:

- IP Video
- Access control system
- HMI interfaces
- PLC electronic detention monitoring and control
- Intercom paging system
- Voice and data communication system
- Guard tour system

DETENTION EQUIPMENT:

- Security hollow metal
- Security hardware
- Security furniture
- Miscellaneous security items

- **OWNER REFERENCE CONTACT** • Riverside County Sheriff's Office
Lt. Victoria Varisco-Flores
(951)271-0043
vvarisco@riversidesheriff.org
- **VALUE OF SCOPE** • Maintenance Contract - \$1.2 M to date
- **PROJECT DURATION** • June 2017-ongoing
- **PERCENTAGE OF WORK SELF PERFORMED** • 100%

4. FIRM QUALIFICATIONS



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Broomfield, CO 80023
720-466-3650
Fax 720-438-7573
www.cmlsecurity.us

County of San Mateo
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Security Electronics & Detention Hardware Maintenance | Maricopa County, AZ

The Service & Support Department of CML Security provides ongoing maintenance to ten buildings within Maricopa County, AZ. This includes the following buildings: 4th Ave Jail, Durango Jail, Estrella Jail, Lower Buckeye Jail, Towers Jail, Gila Bend Jail, Lower Buckeye Jail (LBJ) Food Factory, Swat Barn, MCSO Property and Evidence, MCSO Impound Lot.

Scope of Work- Includes both the furnish and install of the following systems:

SECURITY ELECTRONICS:

IP Video
Access control system
HMI interfaces
PLC electronic detention monitoring and control
Intercom paging system
Voice and data communication system
Guard tour system

DETENTION EQUIPMENT:

Security hollow metal
Security hardware
Security furniture
Miscellaneous security items

- **OWNER REFERENCE CONTACT** • Maricopa County O&M Division
Ken Burt
(602)506-1556
Ken.Burt@maricopa.gov
- **VALUE OF SCOPE** • Service Agreement,
2 year base includes
response time + rates
- **PROJECT DURATION** • May 2019-ongoing
- **PERCENTAGE OF WORK SELF PERFORMED** • 100%
- **BED COUNT** • Over 9,115 beds
between the 10
facilities
- **AVERAGE SERVICE AND MAINTENANCE TECHNICIANS DEDICATED TO PROJECT** • 4 Service Support
Technicians



TEAM QUALIFICATIONS



Proposal for:

County of San Mateo | Probation Department
| 222 Paul Scannell Drive - San Mateo, CA
94402 | **Security Systems Maintenance and
Support Services** | RFP No. PROB 0222-022 |
May 26, 2022 | 4:00PM PDT

REQUEST FOR PROPOSAL

Security Systems Maintenance
and Support Services

RFP No. PROB 2022-022

County of San Mateo, California
Probation Department



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5. TEAM QUALIFICATIONS

SYSTEMS SUPPORT MANAGER | Cory Solberg

TITLE | Systems Support Manager
RESUME | *Available Upon Request*
YEARS OF RELEVANT EXPERIENCE | 15 years

As the Systems Support Manager, Cory is responsible for managing company equipment, personnel, and other resources within any project's allotted budget and schedule to maintain consistent quality control. He oversees all scheduled, routine maintenance on a variety of equipment and systems under contract agreements and administers emergency repairs. Cory has worked in the Corrections industry for 15 years, bringing with him experience of over 220 Corrections projects, from service and support, to Design-Build and Security Electronics Cutovers.

LEAD PROJECT MANAGER | Ron Green

TITLE | Lead Project Manager
RESUME | *Available Upon Request*
YEARS OF RELEVANT EXPERIENCE | 7 years

As the Lead Project Manager for this project, Ron is responsible for managing the team, the entire scope of CML's responsibility within the project, as well as all equipment and resources within the projects allotted budget and schedules. Ron will communicate with the on-site team, be available to all stakeholders and hold the primary role of communication between the County, and all internal members of CML's team as well as our manufacturers and any others involved in the project. Ron is native to the Northern California area and currently manages a well established team out of CML's office based in Lodi, CA. The projects that he oversees include work for Madera County, CA and San Mateo, CA doing Security Electronics upgrades, retrofits, and service/maintenance projects.

PROJECT SUPERINTENDENT | Cody Sinor

TITLE | Project Manager
RESUME | *Available Upon Request*
YEARS OF RELEVANT EXPERIENCE | 8 years

As Systems Support Superintendent, Cody is responsible for the management of both technician personnel and maintenance protocols and proficiency. He institutes field coordination, supervision, and completion of preventative maintenance schedules, diagnostics, and repairs as contracted. Cody ensures the ability of the technicians to identify and resolve equipment malfunctions while working with manufacturers and facility representative's as necessary. He works directly with the Systems Support Manager for all necessary project compliance, including inspections and certifications.



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5. TEAM QUALIFICATIONS

SYSTEMS SUPPORT TECHNICIAN

CML Systems Support Technician is a key team member for all maintenance and support based projects. The technician is responsible for performing scheduled, routine preventative maintenance on a variety of systems and equipment in different types of scenarios, including emergency response to critical system issues within a constrained time limit. The technician will inspect, adjust, clean, and calibrate the systems by ensuring all equipment is in satisfactory working order and compliant with all requirements to ultimately achieve the goal of zero call backs for service on a fully operational system.

CERTIFICATIONS AND TRAININGS

NAME | Jonas Jabson

CERTIFICATIONS & TRAININGS | Aerial Lift, Bosch Expert Appliance Storage, Bosch Professional Level, Emergency Response, FLIR Latitude VMS Professional, Genetec Certification, OSHA 10, Silica, Card Access Control, Cat 6 Terminations, Commercial Door Hardware, Conduit & Wire, Door Hardware, Intercoms & Paging, IP Video & Surveillance, PLC & Door Controls, Perimeter Detection, Sliders.

NAME | Dan Montez

CERTIFICATIONS & TRAININGS | Aerial Lift, Defensive Driving, Distracting Driving, OSHA 30, Safety Awareness, Silica, Card Access Control, Cat 6 Terminations, Conduit & Wire, Door Hardware, Intercoms & Paging, PLC & Door Controls, Sliders

NAME | Philip Copps

CERTIFICATIONS & TRAININGS | Aerial Lift, Bosch Video Management System Advanced, OSHA 10, Card Access Control, Cat 6 Terminations, Commercial Door Hardware, Conduit & Wire, Door Hardware, Intercoms & Paging, IP Video & Surveillance, PLC & Door Controls, Sliders

NAME | Robe Mayfield

CERTIFICATIONS & TRAININGS | Applying Electrical Standards, C Cure 9000 System Installer, Fire Extinguisher Safety, Fire Safety, Lenel Certified, OSHA 10, Preventing & Addressing Electrical Violations

NAME | Rey Casanova

CERTIFICATIONS & TRAININGS | Genetec Omnicast Technical Certification, OSHA 10, Silica, Cat 6 Terminations, Fiber Terminations, IP Video & Surveillance

NAME | Carlos Lopez

CERTIFICATIONS & TRAININGS | Aerial Lift, OSHA 10, Safety Awareness, Silica, Card Access Control, Cat 6 Terminations, Conduit & Wire, Door Hardware, Intercoms & Paging, PLC & Door Controls, Sliders

NAME | Eddy Barajas

CERTIFICATIONS & TRAININGS | OSHA 10, Silica, Cat 6 Terminations, Conduit & Wire, Door Hardware, Fiber Terminations, Intercoms & Paging, PLC & Door Controls, Sliders



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5. Firm Qualifications

EXECUTIVE LEADERSHIP

SYSTEMS SUPPORT

MANAGER

Cory Solberg

15 Years

MANAGEMENT

LEAD PROJECT MANAGER

Ron Green

7 Years

PROJECT SUPERINTENDENT

Cody Sinor

8 Years

TECHNICIANS

SR. SYSTEM SUPPORT TECHNICIAN

Jonas Jabson

SYSTEM SUPPORT TECHNICIAN

Dan Montez

SYSTEM SUPPORT TECHNICIAN

Philip Copps

SYSTEM SUPPORT TECHNICIAN

Robe Mayfield

SR. SYSTEM SUPPORT TECHNICIAN

Rey Casanova

SR. SYSTEM SUPPORT TECHNICIAN

Carlos Lopez

SR. SYSTEM SUPPORT TECHNICIAN

Eddy Barajas



REFERENCES



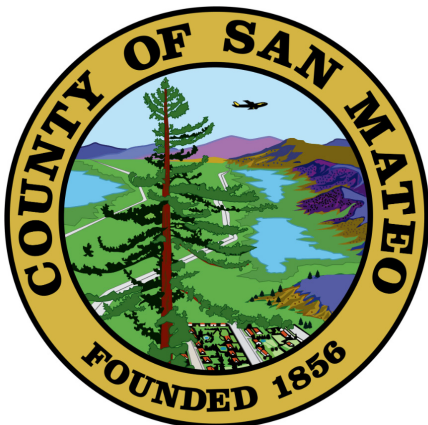
Proposal for:

County of San Mateo | Probation Department
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REQUEST FOR PROPOSAL

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Presented by:

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COUNTY OF SAN MATEO
OFFICE OF THE SHERIFF

CARLOS G. BOLANOS
SHERIFF

MARK ROBBINS
UNDERSHERIFF

400 COUNTY CENTER ◻ REDWOOD CITY ◻ CALIFORNIA 94063-1662 ◻ TELEPHONE (650) 599-1664 ◻ www.smcsheriff.com

ADDRESS ALL COMMUNICATIONS TO THE SHERIFF

December 27, 2019

Hello,

I am pleased to write a letter of recommendation for CML Security and the services they provide. As a Project Manager for the San Mateo County Sheriff's Office it is important for me to have dependable partners, who I can rely upon to go above and beyond when needed.

We operate 24/7 and 365 days a week and need a partner who can do the same. CML Security is that partner! They have been responsive to all phone calls, often troubleshooting incidents remotely for an immediate resolution. When things are less time sensitive, they have a tracking system which allows us both to monitor projects, costs, and responsiveness.

CML Security is so quick to be creative to anticipate and creative to handle projects or incidents often thinking outside the box to reduce costs, and time. This includes installation and troubleshooting an interactive device for inmates for the first time ever by the manufacturer (see article).

If you have any questions that I can assist with, please feel free to contact me.

Take care, Bill

Lt. William Fogarty
Project Manager
San Mateo County Sheriff's Office
wfogarty@smcgov.org
650-599-3018



Riverside County Sheriff's Department

Chad Bianco, Sheriff-Coroner

4095 Lemon Street • Riverside • California • 92501
www.riversidesheriff.org

Lt. Victoria Varisco-Flores
Riverside County Sheriff's Department
4095 Lemon Street
Riverside, Ca. 92881

11/21/19

To whom it may concern:

Over the last three years CML Security has worked with Riverside County providing service and maintenance for five facility locations, totaling 18 buildings within Riverside County. The ongoing maintenance covers both detention equipment and security electronics. In 2017, CML started a full upgrade of Security Electronics systems in facilities across Riverside County, including: Blythe Jail, Robert Presley Detention Center, Southwest Detention Center, Indio Jail, and Larry D. Smith Correctional Facility, as the larger facilities.

CML has gone above and beyond to establish a permanent presence in the Riverside area, from opening a local office and constantly hiring highly skilled staff, we have always had the personnel needed for both ongoing projects and urgent maintenance needs. By establishing a 24/7 maintenance hotline, CML exceeds our response time requirements. The CML team that works in this area is not only skilled in the complex nature of these systems, but proactive in identifying future problem areas and setting up our facility to work at its best for years to come.

As a company, CML Security backs up their local technicians with a full Security Electronics team and IP Video division, as well as a 10,000 sq. ft fabrication facility that allows for the FAT testing and additional staging and storage of materials.

It is for these reasons, as well as their overall ease to work with and responsiveness, that I highly recommend CML Security for any maintenance work that involves Detention Equipment and Security Electronics.

Please contact me for any additional details or information you may require,

Sincerely,

Riverside County Sheriff's Office

A handwritten signature in black ink, appearing to read "Victoria Varisco-Flores".

Victoria Varisco-Flores
(951) 955-5254

Appendix A – Minimum Qualifications Checklist

Complete this form and attach it to your firm's Proposal

I, Tommy Thoene, am a President at CML Security and am authorized to execute this Certification on its behalf.

Minimum Qualifications

Proposals will be accepted only from firms that meet the following required qualifications:
Please check box if your firm meets these qualifications:

- Proposer shall have at least four (4) years of experience within the last six (6) years immediately preceding the issuance of this RFP in providing security maintenance and support services.
- Proposer shall have completed at least three (3) security maintenance and support projects within the last five (5) years for at least three (3) municipalities, one (1) of which must have been in the State of California.
- Project Manager shall have a minimum of four (4) years of security maintenance and support experience between 2017 and the present and be situated in an office in the San Francisco Bay Area.
- Sub-contractor/s shall have a minimum of two (2) years of experience within the last four (4) years performing security maintenance and support work.
- Project Team must have at least one member proficient in Microsoft Windows Operation Systems and virtualization (for operating servers).
- Project Team must have at least one certified licensed electrician.

Required Registration

Please check box to indicate your firm is registered with the System for Award Management (SAM).

- Proposer is required to be in good standing with <https://sam.gov/SAM/>

I certify that the foregoing information is true and correct as of the date of this Certificate.

Signature: _____ 

Date: May 24, 2022

Appendix C - FEE PROPOSAL CALCULATIONS

Instructions:

Please complete this worksheet by only filling in the YELLOW highlighted areas with your data regarding this RFP.
Please complete this worksheet for each year period.

7.1 Labor Costs (First twelve (12) months of Fully Staffed Service) #2

	Position Title	No. Full-Time Positions	Hourly Wage	Burden % *	Hourly Wage with Burden	Annual Full Time Labor Hours 1FT yr = 2,080 hrs X No. Positions	Annual Total Hours (Excluding PTO)	Annual Labor Cost with Burden
1	Project Manager	1	\$ 65.00	20.00%	\$ 78.00	2080	20.00	\$1,560.00
2	SEC Technician	1	\$ 68.51	20.00%	\$ 82.21	2080	208.00	\$17,100.10
3	Programmer	1	\$ 50.00	20.00%	\$ 60.00	2080	40.00	\$2,400.00
4		0	\$ -	0.00%	\$ -	0		\$0.00
5		0	\$ -	0.00%	\$ -	0		\$0.00
6		0	\$ -	0.00%	\$ -	0		\$0.00
7		0	\$ -	0.00%	\$ -	0		\$0.00
8		0	\$ -	0.00%	\$ -	0		\$0.00
9		0	\$ -	0.00%	\$ -	0		\$0.00
10		0	\$ -	0.00%	\$ -	0		\$0.00
11		0	\$ -	0.00%	\$ -	0		\$0.00
12		0	\$ -	0.00%	\$ -	0		\$0.00
13		0	\$ -	0.00%	\$ -	0		\$0.00
14		0	\$ -	0.00%	\$ -	0		\$0.00
15		0	\$ -	0.00%	\$ -	0		\$0.00
16		0	\$ -	0.00%	\$ -	0		\$0.00
17		0	\$ -	0.00%	\$ -	0		\$0.00
18		0	\$ -	0.00%	\$ -	0		\$0.00
19		0	\$ -	0.00%	\$ -	0		\$0.00
20		0	\$ -	0.00%	\$ -	0		\$0.00
21		0	\$ -	0.00%	\$ -	0		\$0.00
22		0	\$ -	0.00%	\$ -	0		\$0.00
23		0	\$ -	0.00%	\$ -	0		\$0.00
24		0	\$ -	0.00%	\$ -	0		\$0.00
25		0	\$ -	0.00%	\$ -	0		\$0.00

* Burden % shall include all costs associated with Proposer's Labor costs including, but not limited to: paid time off, payroll taxes, pension costs, health insurance, dental insurance, unemployment insurance, workers comp insurance, and any other benefits and indirect labor costs.

\$21,060.10

NOTE: Exceptions, modifications and omissions from the requested information will not be accepted. Deviations from the required calculations and format will result in rejection of proposal as non-responsive.

Appendix C - FEE PROPOSAL CALCULATIONS

Instructions:

Please complete this worksheet by only filling in the YELLOW highlighted areas with your data regarding this RFP.
Please complete this worksheet for each year period.

7.1 Labor Costs (First twelve (12) months of Fully Staffed Service) #3

	Position Title	No. Full-Time Positions	Hourly Wage	Burden % *	Hourly Wage with Burden	Annual Full Time Labor Hours 1FT yr = 2,080 hrs X No. Positions	Annual Total Hours (Excluding PTO)	Annual Labor Cost with Burden
1	Project Manager	1	\$ 65.00	20.00%	\$ 78.00	2080	30.00	\$2,340.00
2	SEC Technician	1	\$ 68.51	20.00%	\$ 82.21	2080	224.00	\$18,415.49
3	Programmer	1	\$ 50.00	20.00%	\$ 60.00	2080	50.00	\$3,000.00
4		0	\$ -	0.00%	\$ -	0		\$0.00
5		0	\$ -	0.00%	\$ -	0		\$0.00
6		0	\$ -	0.00%	\$ -	0		\$0.00
7		0	\$ -	0.00%	\$ -	0		\$0.00
8		0	\$ -	0.00%	\$ -	0		\$0.00
9		0	\$ -	0.00%	\$ -	0		\$0.00
10		0	\$ -	0.00%	\$ -	0		\$0.00
11		0	\$ -	0.00%	\$ -	0		\$0.00
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14		0	\$ -	0.00%	\$ -	0		\$0.00
15		0	\$ -	0.00%	\$ -	0		\$0.00
16		0	\$ -	0.00%	\$ -	0		\$0.00
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20		0	\$ -	0.00%	\$ -	0		\$0.00
21		0	\$ -	0.00%	\$ -	0		\$0.00
22		0	\$ -	0.00%	\$ -	0		\$0.00
23		0	\$ -	0.00%	\$ -	0		\$0.00
24		0	\$ -	0.00%	\$ -	0		\$0.00
25		0	\$ -	0.00%	\$ -	0		\$0.00

* Burden % shall include all costs associated with Proposer's Labor costs including, but not limited to: paid time off, payroll taxes, pension costs, health insurance, dental insurance, unemployment insurance, workers comp insurance, and any other benefits and indirect labor costs.

\$23,755.49

NOTE: Exceptions, modifications and omissions from the requested information will not be accepted. Deviations from the required calculations and format will result in rejection of proposal as non-responsive.

7.3 Surplus Parts

Item	On Hand Prior to Contract Execution	Recommended Quantity to be Ordered by Contractor	Cost (each)	Total Cost to County
Card Access				
MFC. / Model				
Open Option – SE RPK40	0	2	\$ 360.00	\$ 720.00
Open Option – RSC2	0	2	\$ 720.00	\$ 1,440.00
Southern Folger ES1600	0	2	\$ 810.00	\$ 1,620.00
ELO 2201L Touch Screen	0	1	\$ 600.00	\$ 600.00
APC smart UPS 1500VA ups	0	2	\$ 240.00	\$ 480.00
Camera				
MFC. / Model				
Bosch 7000r dome camera	0	1	\$ 960.00	\$ 960.00
Bosch NEZ-4212-PPCW4 PTZ	0	1	\$ 1,687.00	\$ 1,687.00
H.P. 2530-24G switch	0	1	\$ 1,125.00	\$ 1,125.00
Bosch BODE66008	0	1	\$ 1,680.00	\$ 1,680.00
1000 Base-SX SFP Transceiver Modules	0	2	\$ 240.00	\$ 480.00
Phybridge CLEER switch NV-CLR-024 switch	0	1	\$ 3,600.00	\$ 3,600.00
Intercom System				
MFC. / Model				
Harding PC06713-04	0	2	\$ 339.00	\$ 678.00
Harding master station TM-411-121-1	0	1	\$ 1,164.00	\$ 1,164.00
Fuses & Power Supplies				
MFC. / Model				
Schneiderr M9F42115	0	2	\$ 166.00	\$ 332.00
Schneider relay RSL1PVJU	0	10	\$ 23.00	\$ 230.00
Merszen time delay fuse 16A	0	5	\$ 34.00	\$ 170.00
OMRON C200HW-PA204	0	2	\$ 300.00	\$ 600.00
			Total	\$ 17,566.00

7.4 - Year-Over-Year Summary

ITEM	YEAR 1	YEAR 2	YEAR 3	TOTAL
	December 1, 2022- November 30, 2023	December 1, 2023- November 30, 2024	December 1, 2024- November 30, 2025	
Bi-Monthly Support and Maintenance	\$22,300.00	\$25,767.00	\$29,250.00	\$77,317.00
Surplus Parts (One-time order)	\$17,566.00	\$8,783.00	\$4,391.00	\$30,740.00
Pool Dollars (as-needed work) – Estimated 60 hours per year	\$6,600.00	\$6,600.00	\$6,600.00	\$19,800.00
Travel Expenses – Not to exceed \$1,500 *travel must be preapproved by the County	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CONTRACT AMOUNT	\$46,466.00	\$41,150.00	\$40,241.00	\$127,857.00

RFP 2022_022 Security Maintenance and Support Services Solicitor Advisor Consolidated Score Sheet		TOTAL POSSIBLE POINTS	Proposers									
SUBJECT AREAS			American Alarm Co., Inc.					CML Security				
			1	2	3	4	5	1	2	3	4	5
1	Project Approach	25										
1.1	Demonstrates a clear understanding of the project/proposed services detailed in Section II - SOW and the tasks to be performed.	10	10	10	10	10	10	10	10	10	10	10
1.2	Plan and procedure to ensure performance goals are monitored and adjusted to meet performance standards	5	5	5	4	5	5	5	5	4	5	5
1.3	Reasonableness of proposed staffing level and allocation plan.	5	4	5	4	3	3	5	5	5	4	5
1.4	Effective and cost saving innovations	5	4	3	3	2	4	5	5	5	5	4
	Total	25	23	23	21	20	22	25	25	24	24	24
2	Firm Qualifications	25										
2.1	Expertise of the firm and subconsultants in the fields necessary to complete the tasks	10	10	10	10	10	10	10	10	9	10	10
2.2	Quality of recently completed projects, including adherence to schedules, deadlines and budgets	5	3	2.5	5	3	3	5	5	5	5	5
2.3	Strategy for successful engagement with the County	5	5	5	5	5	3	5	5	5	5	5
2.4	Innovation that gives Proposer a competitive edge if awarded this contract	5	4	4	4	4	4	5	5	4	4	4
	Total	25	22	21.5	24	22	20	25	25	23	24	24
3	Team Qualifications	25										
3.1	Expertise of the lead project manager	10	10	10	10	10	10	10	10	10	10	10
3.2	Expertise of assigned staff in the subject area and description of the tasks to be performed by each staff person	5	3	3	3	3	4	5	5	4	4	5
3.3	Feasibility of the proposed staffing plan and inspection schedule	5	5	4	4	4	4	5	4	4	4	4
3.4	Workload, staff availability and accessibility	5	5	5	4	4	4	5	5	5	5	5
	Total	25	23	22	21	21	22	25	24	23	23	24
4	Fee Proposal	25										
4.1	Feasibility of Fee Proposal and staffing plan to meet the service requirements effectively and efficiently		8.69					25				
4.2	Appropriateness of cost for line items 7.1-7.4 of Fee Proposal	25	8.69					25				
4.3	Quantitative measure of the Fee Proposal		8.69					25				
	Total	25	8.69	8.69	8.69	8.69	8.69	25	25	25	25	25
	Technical Proposal Panelist Totals (including fee proposal score)	100	76.69	75.19	74.69	71.69	72.69	100	99	95	96	97
	Technical Proposal Average		74.2					97.4				
	Ranking		2					1				
5	Oral Interview	40										
5.1	Fee proposal	8	7	7	7	8	7	3	4	4	3	4
5.2	Training	8	4	6	6	6	5	6	6	6	6	7
5.3	Additional Equipment/License	8	6	5	7	7	6	5	5	4	5	5
5.4	Upgrade Path	8	5	5	7	6	6	4	5	4	5	5
5.5	Power Outage Scenario	8	4	5	6	5	5	8	7	7	7	8
	Oral Interview	40	26	28	33	32	29	26	27	25	26	29
	Oral Interview Average		29.6					26.6				
	GRAND TOTAL	140	102.69	103.19	107.69	103.69	101.69	126	126	120	122	126
	Ranking		Average = 103.79					Average = 124				
			2					1				

Proposers	Fee Proposal	Total Points
CML	\$ 127,857	25
American Alarm	\$ 367,680	8.69



DATE: 8/22/22

TO: All Proposers

RE: Intent to Award for RFP No. PROB 2022-022

This is a Letter of Intent to Award regarding Request for Proposal (RFP) No. PROB 2022-022 for Security Systems Maintenance and Support Services, issued by the San Mateo County (the "County") on April 25, 2022. The County has evaluated the proposals received using the evaluation criteria identified in the RFP, and is hereby recommending that the County enter into an agreement with:

- CML Security, LLC

The Proposer listed above had the required qualifications and received the evaluation team's highest ranking. The award decision is conditioned upon final approval by the Departmental Director or the Board of Supervisors.

Thank you for your interest in doing business with the County of San Mateo.

Sincerely,

Tony Burchyns
Management Analyst
San Mateo County Probation Department
tburchyns@smcgov.org
650-312-8963

Agreement No. 32000-23-D00045

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND CML SECURITY, LLC

This Agreement is entered into this 30th day of August, 2022, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and CML Security, LLC, hereinafter called "Contractor."

* * *

Whereas, pursuant to Section 31000 of the California Government Code, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of providing maintenance and support services for the security system(s) at the Youth Services Center-Juvenile Hall and Camp Kemp, including but not limited to, maintaining door locks, Actall duress systems, Wonderware InTouch Software (HMI), Bosch security camera hardware and software, and Seneca XVAULT Media Storage.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

- Exhibit A—Services
- Exhibit B—Payments and Rates

2. Services to be performed by Contractor

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed **ONE HUNDRED SEVENTY-THREE THOUSAND FOUR HUNDRED EIGHTY-TWO DOLLARS AND ZERO CENTS (\$173,482.00)**. In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from **December 1, 2022, through November 30, 2025**. In addition, the County shall have two (2) opportunities to extend the term for a period of two (2) years each, which the County may exercise in its sole, absolute discretion.

5. Termination

This Agreement may be terminated by Contractor or by the Chief Probation Officer or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or County funds by providing written notice to Contractor as soon as is reasonably possible after County learns of said unavailability of outside funding.

County may terminate this Agreement for cause. In order to terminate for cause, County must first give Contractor notice of the alleged breach. Contractor shall have five business days after receipt of such notice to respond and a total of ten calendar days after receipt of such notice to cure the alleged breach. If Contractor fails to cure the breach within this period, County may immediately terminate this Agreement without further action. The option available in this paragraph is separate from the ability to terminate without cause with appropriate notice described above. In the event that County provides notice of an alleged breach pursuant to this section, County may, in extreme circumstances, immediately suspend performance of services and payment under this Agreement pending the resolution of the process described in this paragraph. County has sole discretion to determine what constitutes an extreme circumstance for purposes of this paragraph, and County shall use reasonable judgment in making that determination.

6. Contract Materials

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of County and shall be promptly delivered to County. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

7. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of County and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of County employees.

8. Hold Harmless

a. General Hold Harmless

Contractor shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the

performance of any work or services required of Contractor under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Contractor or its employees/officers/agents;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;
- (C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or
- (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Contractor's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Insurance

a. General Requirements

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by County's Risk Management, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

- (a) Comprehensive General Liability... \$1,000,000
- (b) Motor Vehicle Liability Insurance... \$1,000,000
- (c) Professional Liability..... \$1,000,000

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

11. Compliance With Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, regulations, and executive orders, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance, as well as any required economic or other sanctions imposed by the United States government or under state law in effect during the term of the Agreement. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law, regulation, or executive order, the requirements of the applicable law, regulation, or executive order will take precedence over the requirements set forth in this Agreement.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

12. Non-Discrimination and Other Requirements

a. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

b. Equal Employment Opportunity

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

c. Section 504 of the Rehabilitation Act of 1973

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

d. Compliance with County's Equal Benefits Ordinance

Contractor shall comply with all laws relating to the provision of benefits to its employees and their spouses or domestic partners, including, but not limited to, such laws prohibiting discrimination in the provision of such benefits on the basis that the spouse or domestic partner of the Contractor's employee is of the same or opposite sex as the employee.

e. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

f. History of Discrimination

Contractor certifies that no finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other investigative entity. If any finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or other investigative entity, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination prior to execution of this Agreement. Failure to comply with this Section shall constitute a material breach of this Agreement and subjects the Agreement to immediate termination at the sole option of the County.

g. Reporting; Violation of Non-discrimination Provisions

Contractor shall report to the County Executive Officer the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or the Section titled "Compliance with Laws". Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Executive Officer, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Contractor from being considered for or being awarded a County contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Executive Officer.

To effectuate the provisions of this Section, the County Executive shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and County.

h. Compliance with Living Wage Ordinance

As required by Chapter 2.88 of the San Mateo County Ordinance Code, Contractor certifies all contractor(s) and subcontractor(s) obligated under this contract shall fully comply with the provisions of the County of San Mateo Living Wage Ordinance, including, but not limited to, paying all Covered Employees the current Living Wage and providing notice to all Covered Employees and Subcontractors as required under the Ordinance.

13. Compliance with County Employee Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy

that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply unless this Agreement's total value listed in the Section titled "Payments", exceeds two-hundred thousand dollars (\$200,000); Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value exceeds that threshold amount.

14. Retention of Records; Right to Monitor and Audit

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after County makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by County, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by County.

(c) Contractor agrees upon reasonable notice to provide to County, to any Federal or State department having monitoring or review authority, to County's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

15. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

16. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

17. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for

overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: John T. Keene
Address: 222 Paul Scannell Drive, San Mateo, CA 94402
Telephone: 650-312-8816
Facsimile: 650-312-5597
Email: jkeene@smcgov.org

In the case of Contractor, to:

Name/Title: Cory Solberg, Manager – System Support Division
Address: 1785 West 160th Avenue, Suite 700, Broomfield, CO 80023
Telephone: 720-466-3650
Email: csolberg@cmlsecurity.us

18. Electronic Signature

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

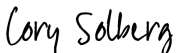
19. Payment of Permits/Licenses

Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

* * *


THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES. NO WORK WILL COMMENCE UNTIL THIS DOCUMENT HAS BEEN SIGNED BY THE COUNTY PURCHASING AGENT OR AUTHORIZED DESIGNEE.

For Contractor:

<p>DocuSigned by:  <small>85D4EE63B1D649C...</small></p> <hr/> <p>Contractor Signature</p>	<p>8/22/2022 12:20 PM MDT</p> <hr/> <p>Date</p>	<p>Cory Solberg</p> <hr/> <p>Contractor Name (please print)</p>
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For County:

<p>DocuSigned by:  <small>68C61B1DE0B149D</small></p> <hr/> <p>Purchasing Agent Signature (Department Head or Authorized Designee) County of San Mateo</p>	<p>8/30/2022 5:59 PM PDT</p> <hr/> <p>Date</p>	<p>John T. Keene</p> <hr/> <p>Purchasing Agent Name (please print) (Department Head or Authorized Designee) County of San Mateo</p>
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Chief Probation Officer

Purchasing Agent or **Authorized** Designee
 Job Title (please print)
 County of San Mateo

32811 / 5442

Exhibit A
CML Security, LLC

Services

Objective

CML Security will work to reduce the risk of security concerns with proper attention to any failure or shortcomings involving security-system(s) hardware and software, duress buttons, security cameras (audio and visual), and associated media storage infrastructure at the San Mateo County Youth Services Center-Juvenile Hall and Camp Kemp by providing maintenance, programming, and troubleshooting services on a recurring schedule.

Scope of Work

CML Security shall perform the following services:

1. Inspect, test, clean and adjust the following:

- Grounding and surge protection
- Uninterruptible power supply
- All security control head end equipment
- All security enclosures and equipment racks
- Security door and utility controls system
- CCTV system
- Actall duress system
- All related detention door hardware consisting of the following:
 - Detention door locks
 - Detention door sliders
 - Closers
 - Seals, gaskets & thresholds
 - Stops
 - Door pulls
 - Door position switches

2. General

- Inspect existing inventory of spare parts needed to maintain systems
- Make recommendations of additional spare parts as needed for inventory
- Maintain corrections to as-built drawings as required per changes

3. Training and testing

- Work with the San Mateo County Probation Department Youth Services Center-Juvenile Hall and Camp Kemp staff during installation and implementation of any newly purchased and installed equipment or programming changes to help provide a general understanding of the system.
- Train users as needed on proper use and troubleshooting of equipment.
- Upon completion of any installation of new equipment, test to ensure optimum functionality and performance are achieved.

4. Programming Changes/Adjustments

- Provide minor programming adjustments to current software configuration as desired by owner

- Provide programming adjustments to accommodate any new hardware or software to be integrated into the system
- Provide documentation of changes made and provide a copy to facility staff
- Provide telephone support at no cost to the County for 30 days after any changes are made. Subsequent charges for support calls would be billed in 10-minute units at \$12.50 per unit.

5. Non-programming-related Support & Troubleshooting

- Provide onsite staff within 24 hours in the event of an emergency
- Provide onsite staff within 72 hours in the event of a non-emergency

6. Schedule of Preventative Maintenance and Support Visits

- CML Security shall perform bi-monthly preventative maintenance and support visits (6 per year) based on the schedule below:

Year 1 (Dec 2022-Nov 2023)	Year 2 (Dec 2023-Nov 2024)	Year 3 (Dec 2024-Nov 2025)
December 13, 2022	December 12, 2023	December 10, 2024
February 14, 2023	February 13, 2024	February 11, 2025
April 11, 2023	April 9, 2024	April 15, 2025
June 13, 2023	June 11, 2024	June 10, 2025
August 15, 2023	August 13, 2024	August 12, 2025
October 10, 2023	October 8, 2024	October 7, 2025

- **Communication.** At least one week prior to each bi-monthly visit, CML Security shall communicate with Probation facility/IT staff to review any issues that may need to be addressed in addition to routine maintenance duties (*see Probation contact information below*).
- **Rescheduling.** Bi-monthly preventative maintenance and support visits may be rescheduled if the rescheduled dates and times are convenient for both parties. Requests to reschedule should be given by written notice no less than seven calendar days prior to the originally scheduled date.

7. Surplus Parts

- **Ordering surplus parts.** As needed, and with prior written approval from facility/IT staff, CML Security shall strategically purchase surplus parts on behalf of the facility. The table below lists the surplus parts on hand prior to contract execution and the recommended quantities to be ordered by the contractor.
- **Pricing.** CML Security shall charge the prices listed below for surplus parts. Rates for any surplus parts not listed below shall be priced competitively with other similar providers.

Item	On Hand Prior to Contract Execution	Recommended Quantity to be Ordered by Contractor	Cost (each)	Cost to County of Recommended Parts
Card Access				
MFC. / Model				
Open Option – SE RPK40	0	2	\$360	\$720
Open Option – RSC2	0	2	\$720	\$1,440
Southern Folger ES1600	0	2	\$810	\$1,620
ELO 2201L Touch Screen	1	0	\$600	-

APC smart UPS 1500VA ups	0	2	\$240	\$480
Camera				
MFC. / Model				
Bosch 7000r dome camera	0	1	\$960	\$960
Bosch NEZ-4212-PPCW4 PTZ	0	1	\$1,687	\$1,687
Hard Drives	2	0	\$387	-
H.P. 2530-24G switch	1	0	\$1,125	-
Bosch BODE66008	0	1	\$1,680	\$1,680
1000 Base-SX SFP Transceiver Modules	0	2	\$240	\$480
Phybridge CLEER switch NV-CLR-024 switch	1	0	\$3,600	-
Northern Monitor	1	1	\$325	\$325
Intercom System				
MFC. / Model				
Harding PC06713-04	0	2	\$339	\$678
Harding master station TM-411-121-1	1	0	\$1,164	-
Fuses & Power Supplies				
MFC. / Model				
Schneider M9F42115	2	0	\$166	-
Schneider relay RSL1PVJU	10	0	\$23	-
Mersen time delay fuse 16A	0	5	\$34	\$170
OMRON C200HW-PA204	0	2	\$300	\$600
			Total	\$10,840

8. Install Additional CCTV cameras at Juvenile Hall

- CML Security shall coordinate with the Probation Department on a mutually agreeable schedule to install up to 28 additional CCTV cameras, ensuring adequate camera licenses, data storage and retrieval capabilities, at the YSC-Juvenile Hall. The cost for this one-time service is addressed in Exhibit B. All work must be authorized by the Probation Department ahead of time.

9. Provide Off-site Remote Access

- Assist in programming and troubleshooting of issues that arise without onsite presence.

- Remote access shall be accomplished through internet connection via access device installed by CML Security. Said device shall remain property of CML Security throughout the entirety of this contract.

10. Activity Reports

- CML Security shall provide the Probation Department with a written report of the services performed/issues addressed with each invoice (for example, what equipment was tested or cleaned, and on what unit).

11. Probation Department Contacts

- **Schedule bi-monthly visits and other services:** Probation IT Unit, Prob_IT_Unit@smcgov.org.
- **Day-of access to facilities:** YSC-Juvenile Hall Admissions Desk, 650-312-5200 and ask for ISM on duty.
- **Authorization of work & purchasing equipment:** Probation IT Unit, Prob_IT_Unit@smcgov.org.
- **Invoices:** Submit invoices to Probation Fiscal Unit, PROB_Accounts_Payable@smcgov.org.

12. CML Security Contacts

- **Scheduling, project coordination, ordering parts & equipment:** Ron Green, Regional Manager – Northern California, rgreen@cmlsecurity.us.

Exhibit B
CML Security, LLC

Payments

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms:

- A. In no event shall County's total fiscal obligation under this Agreement exceed **ONE HUNDRED SEVENTY-THREE THOUSAND FOUR HUNDRED EIGHTY-TWO DOLLARS AND ZERO CENTS (\$173,482.00)**.
- B. Rate Schedule (*all rates are inclusive of travel expenses*):

Preventative Maintenance Work				
ITEM	YEAR 1 December 1, 2022-November 30, 2023	YEAR 2 December 1, 2023-November 30, 2024	YEAR 3 December 1, 2024-November 30, 2025	Total
Bi-Monthly Support and Maintenance (Fixed Cost)	\$22,300	\$25,767	\$29,250	\$77,317
Pool Dollars for Surplus Parts	\$10,840	\$5,420	\$2,710	\$18,970
Pool Dollars for additional Labor as needed – Estimated 60 hours per year	\$6,600	\$6,600	\$6,600	\$19,800
SUBTOTAL	\$39,740	\$37,787	\$38,560	\$116,087
Installation of Additional CCTV Cameras				
Installation of additional CCTV cameras as described in Exhibit A	\$57,395	-	-	\$57,395
SUBTOTAL	\$57,395	-	-	\$57,395
TOTAL				\$173,482

- C. Contractor shall submit invoices and activity reports according to the schedule below:

Service	Invoice Due Date	Activity Report
Bi-monthly maintenance	Within 30 days of bi-monthly visit	List maintenance services completed
Additional CCTV Cameras	Within 30 days of project completion	List of project components/services completed

Surplus Parts	Within 30 days of delivery of surplus parts	Inventory/Parts delivered
As-Needed Support Calls, Pool Dollars	Within 30 days after service completed	Services delivered

D. Contractor shall submit invoices to: **Probation Fiscal Unit**, PROB_Accounts_Payable@smcgov.org.

Payment shall be due Net 30 days from the date and receipt and approval of correct and proper invoices, whichever date is later.

E. Performance Measures

Performance Measures	Target	Target	Target
	December 2022 – November 2023	December 2023 – November 2024	December 2024 – November 2025
Maintenance – Contractor maintains communication and is punctual for scheduled bi-monthly preventative maintenance visits	100%	100%	100%
Invoicing & Reporting – Contractor submits timely, accurate activity reports with each invoice	100%	100%	100%
New Equipment – Contractor completes requested installation of additional cameras and any purchases of surplus parts in a timely manner	100%	100%	100%