



**REQUEST FOR QUALIFICATIONS (RFQ) FOR
PRIVATE PATROL SECURITY SERVICES
DOWNTOWN/RIVERTOWN
CITY OWNED PARKING LOTS
RFQ 2023-0126**

**DEADLINE FOR SUBMISSION TO THIS RFQ:
MONDAY, FEBRUARY 08, 2023, 5:00 PM**

RFQ SUBMITTAL ADDRESS:

Attention: Cornelius H. Johnson
City Manager, City of Antioch
P.O. Box 5007
Antioch, California 94531-5007
Phone: (925) 779-6825
Cell: (925) 515-9959
cjohnson@antiochca.gov

BACKGROUND INFORMATION

The Successor Agency to the Antioch Development Agency (Successor Agency) owns several developed and undeveloped properties in and around the City of Antioch's Historic Downtown/Rivertown area. Over recent months, Downtown/Rivertown business owners have experienced an increase in both criminal and homelessness nuisance activities either on or near city-owned public parking lots (*attachment 1: Phase 1 Key Security Areas*). The City of Antioch desires to enter into a private patrol security contract with the most qualified private patrol security firm to provide security services for Downtown/Rivertown city owned parking lots, Waldie Plaza and additional executive protection security services as required. The primary focus of the City of Antioch is to work closely with downtown business owners, Antioch Police Department personnel, Community Service Officers (CSOs), City officials and staff to create a safe and secure environment for Antioch citizens, visitors, Downtown/Rivertown business owners in the downtown area.

RFQ OBJECTIVE AND SCOPE

The objective of this Request for Qualifications (RFQ) process is to establish a list of qualified private patrol security service providers to provide patrol security services for city-owned public parking lots located in the City of Antioch Historic Downtown/Rivertown vicinity, other vacant lots owned by the Successor Agency, and additional executive security protection for elected official(s) as needed.

SCHEDULE

The estimated timeline for the selection of the private patrol security service provider is as follows:

RFQ Issued:	January 25, 2023
Qualification Due:	February 08, 2023
Staff Review:	February 09-February 13, 2023
Recommendation to City Council	February 28, 2023



SELECTION PROCESS

All interested firms shall submit five (5) copies of their Statement of Qualifications to the City of Antioch, P.O. Box 5007, Antioch, California 94531-5007 no later than February 08, 2023, at 5:00 PM. All responses must be addressed to the attention of the City Manager and marked on the outside, "Response for Private Patrol Security Services." Submittals that are not received at the designated address on or before the specified deadline will not be accepted.

All submittals must:

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

A panel comprised of city staff and the City of Antioch Chief of Police will review the qualifications submitted by potential private patrol security service providers. The panelists may also interview one or more of the most qualified firms for further consideration. The final selection will be executed by the City of Antioch City Manager.

EVALUATION CRITERIA

The following criteria will be among those used, but not limited, to evaluate submitted proposals:

- Firm qualifications and relevant experience as noted in the RFQ
- Firm qualifications in working in a highly populated urban setting
- Firm qualifications in working with a diverse group of individuals, law enforcement personnel, business owners and elected officials
- Firm qualifications in providing and conducting executive protection
- Firm qualifications in working with unhoused population
- Qualifications and experience of security professionals who will perform work
- Compensation schedule

The selection panel, at its sole discretion, may disqualify any proposal that does not satisfy the RFQ requirements. The selection panel shall submit its final recommendations to the City Manager for review and final selection.

CONTACT INFORMATION

Any additional questions regarding this RFQ should be submitted either in writing to the listed address or email to: cjohnson@ci.antioch.ca.us by no later than Tuesday, January 31, 2023, at 5:00 PM.

SUCCESSOR AGENCY NON-LIABILITY

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



CONTRACTING REQUIREMENTS

City of Antioch License Requirements:

After award of contract, the selected private patrol security service provider firm is required to obtain a City of Antioch Business License.

Insurance Requirements:

Private Patrol Security Service provider firms and individuals must comply with the City of Antioch's Insurance Requirements, which can be located on the City's webpage.