

**CONTRACT RESULTING FROM REQUEST FOR PROPOSAL NUMBER 10089658-20-K, Fire Alarm and Security Monitoring Services.**

This Contract (Contract) is entered into by and between the City of San Diego, a municipal corporation (City), and the successful proposer to Request for Proposal (RFP) # 10089658-20-K, Fire Alarm and Security Monitoring Services. (Contractor).

**RECITALS**

On or about 8/6/2020, City issued an RFP to prospective proposers on services to be provided to the City. The RFP and any addenda and exhibits thereto are collectively referred to as the "RFP." The RFP is attached hereto as Exhibit A.

City has determined that Contractor has the expertise, experience, and personnel necessary to provide the services.

City wishes to retain Contractor to furnish the City of San Diego with fire alarm and security monitoring services at various Parks and Recreation facilities as further described in the Scope of Work, attached hereto as Exhibit B. (Services).

For good and valuable consideration, the sufficiency of which is acknowledged, City and Contractor agree as follows:

**ARTICLE I  
CONTRACTOR SERVICES**

**1.1 Scope of Work.** Contractor shall provide the Services to City as described in Exhibit B which is incorporated herein by reference. Contractor will submit all required forms and information described in Exhibit A to the Purchasing Agent before providing Services.

**1.2 General Contract Terms and Provisions.** This Contract incorporates by reference the General Contract Terms and Provisions, attached hereto as Exhibit C.

**ARTICLE II  
DURATION OF CONTRACT**

**2.1 Term.** This Contract shall be for a period of five (5) years beginning on the Effective Date. The term of this Contract shall not exceed five years unless approved by the City Council by ordinance.

**2.2 Effective Date.** This Contract shall be effective on the date it is executed by the last Party to sign the Contract, and approved by the City Attorney in accordance with San Diego Charter Section 40.

**ARTICLE III  
COMPENSATION**

**3.1 Amount of Compensation.** City shall pay Contractor for performance of all Services rendered in accordance with this Contract in an amount not to exceed \$500,000.00

**ARTICLE IV  
WAGE REQUIREMENTS**

**4.1** By submitting a response to this RFP, Contractor certifies that he or she is aware of, and agrees to comply with, the wage provisions described in Exhibit D, Wage Requirements, which is incorporated herein by reference, before commencing Services.

**ARTICLE V  
CONTRACT DOCUMENTS**

**5.1 Contract Documents.** The following documents comprise the Contract between the City and Contractor: this Contract and all exhibits thereto, the RFP; the Notice to Proceed; and the City's written acceptance of exceptions or clarifications to the RFP, if any.

**5.2 Contract Interpretation.** The Contract Documents completely describe the Services to be provided. Contractor will provide any Services that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result whether or not specifically called for or identified in the Contract Documents. Words or phrases which have a well-known technical or construction industry or trade meaning and are used to describe Services will be interpreted in accordance with that meaning unless a definition has been provided in the Contract Documents.

**5.3 Precedence.** In resolving conflicts resulting from errors or discrepancies in any of the Contract Documents, the Parties will use the order of precedence as set forth below. The 1<sup>st</sup> document has the highest priority. Inconsistent provisions in the Contract Documents that address the same subject, are consistent, and have different degrees of specificity, are not in conflict and the more specific language will control. The order of precedence from highest to lowest is as follows:

- 1<sup>st</sup> Any properly executed written amendment to the Contract
- 2<sup>nd</sup> The Contract
- 3<sup>rd</sup> The RFP and the City's written acceptance of any exceptions or clarifications to the RFP, if any
- 4<sup>th</sup> Contractor's Pricing

**5.4 Counterparts.** This Contract may be executed in counterparts which, when taken together, shall constitute a single signed original as though all Parties had executed the same page.

**5.5 Public Agencies.** Other public agencies, as defined by California Government Code section 6500, may choose to use the terms of this Contract, subject to Contractor's acceptance. The City is not liable or responsible for any obligations related to a subsequent Contract between Contractor and another public agency.

IN WITNESS WHEREOF, this Contract is executed by City and Contractor acting by and through their authorized officers.

CONTRACTOR

CITY OF SAN DIEGO  
A Municipal Corporation

Rancho Santa Fe Security Systems, Inc.

Proposer

1991 Village Park Way, Suite 100

Street Address

Encinitas, CA 92024

City

760.942.0688

Telephone No.

Denise@rsfsecurity.com

E-Mail

BY:

Print Name:

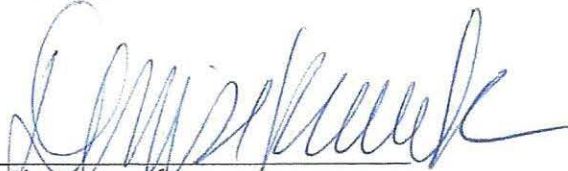
CHRISTIANA GAUGER

interim Director, Purchasing & Contracting  
Department

10/7/2020

Date Signed

BY:



Signature of  
Proposer's Authorized  
Representative

Denise Korenek

Print Name

CEO & President

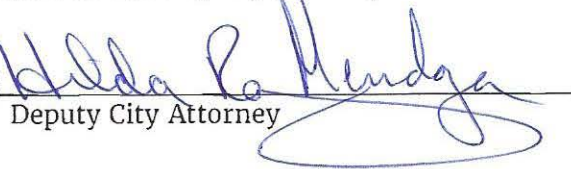
Title

September 1, 2020

Date

Approved as to form this 9<sup>th</sup> day of  
October, 2020  
MARA W. ELLIOTT, City Attorney

BY:



Deputy City Attorney



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**Rancho Santa Fe Security Systems, Inc.**

**Proposal for  
City of San Diego  
RFP for Fire Alarm & Security Monitoring Services  
(RFP No. 10089658-20-K)**

**TAB B**

**Executive Summary and Responses to Specifications**

- **Title Page**
- **Table of Contents**
- **Executive Summary**
- **Proposer's Response to the RFP**  
**(including signed contract resulting from RFP & copy of Addendum)**

**September 1, 2020**

**1991 Village Park Way, Suite #100  
Encinitas, CA 92024  
800.303.8877  
[www.rsfsecurity.com](http://www.rsfsecurity.com)**



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**Rancho Santa Fe Security Systems, Inc.**

**TITLE PAGE**

**Proposal for**

**City of San Diego**

**RFP for Fire Alarm & Security Monitoring Services**

**(RFP No. 10089658-20-K)**

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- **Tab B – Section 2.13 - Executive Summary – signed by Denise Korenek – CEO**
- **Tab B – Section 2.14 – Proposer’s response to the RFP**
  - **Responsiveness to the RFP**
  - **Staffing Plan**
  - **Firm’s Capability to provide the services and expertise and Past Performance**
- **Signed contract resulting from RFP**
- **Copy of Addendum A published by the City on August 24, 2020**

**September 1, 2020**

**1991 Village Park Way, Suite #100**

**Encinitas, CA 92024**

**800.303.8877**

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Total Security, Without Compromise • Since 1978

**Rancho Santa Fe Security**

1991 Village Park Way, Suite 100

Encinitas, CA 92024

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**Section 2.13 - Executive Summary**

Rancho Santa Fe Security Systems, Inc. (RSF Security) has received all addendums for RFP 10089658-20-K and fully understands and can execute the scope of work required under this RFP. RSF Security has applied for the City of San Diego’s SLBE (Small Local Business Enterprise) on 8/18/2020, Application ID: HdllTQdybg4%3d.

RSF Security was founded in 1978 to serve San Diego County with quality alarm systems and security services, with a focus on the community of Rancho Santa Fe. RSF Security began to expand to serve all of San Diego County taking the knowledge and care we delivered in the community of Rancho Santa Fe to the rest of San Diego County. We have expanded from residential client to municipalities, school districts, and commercial properties while still providing the level of service expected from a community-based security company. RSF Security is still family-owned and operated since 1978 and is currently majority women-owned and operated by Denise Korenek.

RSF Security has been serving the City of San Diego for almost 15 years. During our almost 15 years of service with the City of San Diego, we have always insured that the city has received the same care and attention we give to all our customers. We have been through many different changes with the City of San Diego and developed relationships within the City of San Diego’s personnel to allow open dialogue between us and the city. Our focus on ensuring the City of San Diego has their expectations met in terms of security is a top priority for us at RSF Security.

RSF Security’s staff has some of the most in depth knowledge of the security industry in the San Diego County. We are adaptable, have knowledge of many different alarm panel platforms, and keep technologically up-to-date. These traits are what we bring to our clients, including the City of San Diego, to ensure that each individual has their security needs met to the expectations they require. Our staffs also live within this community, so there is an added interest to take care of the communities within San Diego County. Our staff are all fully licensed and vetted upon hire and throughout their employment at RSF Security.

RSF Security understands the needs of the City of San Diego and the intricacies behind each alarm panel we currently monitor. We are a certified DMP Dealer which allows us to work on every security system the City of San Diego has versus other alarm companies in this industry. We take pride in serving our local municipalities and as they are a part of the community that we have served for the past 42 years and hope to continue serving the City of San Diego.

Thank you for your consideration and I welcome any questions or further clarification of any part of our bid. I can be reached at (760) 942-0688 ext. 199 or at [denise@RSFsecurity.com](mailto:denise@RSFsecurity.com).

Sincerely yours,

**Denise Korenek**  
CEO & President

**Tab B - Section 2.14 – Proposer's Response to the RFP**

**A. Responsiveness to the RFP**

Rancho Santa Fe Security Systems understands the requested scope of work outlined in the RFP and has provided all the required information in Tabs A, B, C of this proposal. Rancho Santa Fe Security Systems also has the ability to deliver the requested service as exhibited in the Executive Summary and this section of our response.

Rancho Santa Fe Security Systems offers on-line account management services that can be utilized by the City of San Diego. Currently, Rancho Santa Fe Security Systems' personnel have been doing all the requested code changes and account detail changes that the City has requested. The City's account representatives have been emailing us for any changes that need to be made to an account and we have been responding to all these requests in a timely manner. However, if desired, Rancho Santa Fe Security Systems will help facilitate the City of San Diego with transitioning code changes to an internal administrator within the City of San Diego.

Currently we offer two different web-based solutions, MAS Web and DMP Web Portal, and two software based solution, DMP System Link and DL900. MAS Web will allow the City of San Diego to view all their account information, this includes: call lists, alarm zones, alarm panel type, and user codes for individual properties. The MAS Web system does not allow any code changes.

For DMP alarm panels, DMP Web Portal allows for system code changes to be conducted by the City of San Diego through a web-based platform. This service will provide the city with the means to change their codes through a web-service on DMP alarm panels. Another solution for changing codes on DMP alarm panels is DMP System Link Software. DMP System Link also allows a remote administrator to change codes in the same way DMP Web Portal does, however, DMP System Link is attached to a specific computer per license.

For Caddx alarm panels, DL900 software is the solution to allow code changes to be made by an administrator. This is only offered through a software program as Caddx does not offer a web-based program for code changes. Caddx alarm panels are no longer manufactured hence the reason for only being a software based solution versus a web-based solution for code changes. This also requires a dial-up modem to facilitate the remote code changes for the City of San Diego.

**B. Staffing Plan**

Rancho Santa Fe Security Systems' personnel have some of the most adaptive and qualified experience with security systems and fire alarm systems in San Diego County. From our 42 years of experience in the alarm industry we have placed ourselves in a position in which we know how to work on and service multiple security and fire system platforms. Every fire and security system under this RFP is a system that we know how to service and install, with many of the systems being installed by ourselves personally.

As one of our biggest qualifications to this RFP, Rancho Santa Fe Security Systems is authorized to service and install DMP security systems as their dealer. Many of the systems installed at City of San Diego properties are DMP security systems and only companies licensed through DMP as a dealer are allowed to order parts and services for these types of systems. We have been a DMP dealer since 1992 and our Systems Engineer, Mark Swineheart, has worked with DMP systems since the beginning and has extensive knowledge of the system. As we have installed and monitored these systems currently at City's property, we are extremely knowledgeable with the overall system and can immediately resolve any issues that the City may have.

Our CEO, system engineer, and installers are available at any time and ready to work with City of San Diego to immediately address City's needs. Our chain of command available to the City includes Denise Korenek (CEO and majority owner of the Company), Jon Boever (General Manager), Ridwan Sasmita (Controller), Mark Swineheart (Systems Engineer), and Johnathon Mount (Install/Service Manager). The main primary contact for the city is Mark Swineheart; however, we are all available to help the City.

Mark Swineheart is our Systems Engineer; his primary role currently with the city is the management of user codes with the city and facilitating the removal and addition of codes for each system. Mark is responsible for designing new systems that would be installed at city properties to insure code compliance. Lastly, Mark, in many cases, can troubleshoot alarm system errors from our office, eliminating the need for a service technician to be onsite to trouble shoot, saving the city from having to have someone on site to meet our technician. Mark works primarily with City of San Diego's personnel Maria Popoca and Denise Wright who can attest to the level of service they receive from Rancho Santa Fe Security Systems. Mark has been working in the alarm industry and for Rancho Santa Fe Security Systems since 1980. He is certified by California Fire/Life Safety (License #115667) and is also certified by National Burglary Fire Alarm Association (NBFAA) for Fire, Alarm installation management and Advanced Electronics. Mark is also a voting member of National Fire Protection Association (NFPA) and California Fire Alarm Association (CFAA).



Denise Korenek is our CEO; she is responsible for Rancho Santa Fe Security Systems as a whole. Denise is responsible for the well-being of all clients and is available to the City of San Diego for any types of outstanding issues that may arise. Her role is to ensure that the city is receiving the services they are paying for and meeting the expectations of the City of San Diego. Denise is authorized to make high-level changes to procedures and operations if it is needed by the City to continue to meet City's expectations. The benefit of Rancho Santa Fe Security Systems is our size – being small but nimble and responsive. Information and adjustments to the City's needs are easily passed down from CEO to responsible departments efficiently and quickly. Denise literally grew up in the business as the second generation family business owner. She has worked in the business since her parents started the business in 1978 and moved into the corporate management in 1992. Denise holds a variety of State security specific licenses, along with a C-10 Electrical contractors license. Denise is also active in the community as the current President of the Soroptimist International Oceanside-Carlsbad service club (member since 1997), active member of the Rancho Santa Fe Rotary Club since 2001 & coordinates/sponsors/hosts the annual Encinitas Chamber of Commerce Salute to Education since 1997.

Jon Boever is our General Manager; he is responsible for the day-to-day operations of Rancho Santa Fe Security Systems. Jon is not only responsible for day-to-day operations, but also client relations. Jon ensures client satisfaction with the ability to expedite and prioritize certain operations to meet the needs and expectations of each client. Jon fields all issues that occur with service/installation and manages what needs to be prioritized. For example, during our cell upgrade with the City of San Diego, there was a deadline set by multiple cell tower providers which resulted in Rancho Santa Fe Security Systems needing to expedite cell upgrades for the City of San Diego to avoid any interruptions in services. Jon has been working in the alarm industry since he was 18 years old and has served in the United States Marine Corps Reserve.

Ridwan Sasmita is our controller; he is responsible for purchase orders and billing operations within Rancho Santa Fe Security Systems. Ridwan is the individual that will handle and field any billing questions presented by the City of San Diego and manages the employees in our accounting department. Ridwan is the main contact for contract renewals and maintaining DIR's compliance on prevailing wage requirements. Ridwan also handles any contract issues and clarifications that may be needed between Rancho Santa Fe Security Systems and the City of San Diego. Ridwan has been in the Finance / Operations / HR functions for the last 30 years and is knowledgeable in the Security Systems industry as he was previously the CFO for a large, regional Security Systems company.

Johnathon Mount is our service/install manager; he is responsible for receiving work orders that require the dispatch of a service technician. Johnathon is the main contact needed when it is time to

schedule a service appointment. He will schedule with the client when a service technician is to be dispatched according to the clients' needs and can also help troubleshoot certain issues over the phone to prevent the need for a service dispatch. Johnathon has over 16 years of experience working in the Security Alarm industry, working in installation and customer service. He has been installing and programming all the DMP systems and equipment, the same system that City of San Diego currently has, for over a decade.

All of the staff at Rancho Santa Fe Security Systems is locally based in Encinitas during working hours, which means that someone is always available to respond to anything the City of San Diego may need. Our emergency service technicians, which are available 24/7, are all located within San Diego County which provides a quick response time when service is needed in case of an emergency. We also maintain several on-call individuals available 24/7 to answer any emergency questions and calls that may be present themselves by the City of San Diego.

All our employees are background checked and drug tested when they were hired. Additionally, they are all required to have BSIS' Alarm company Employee (ACE) licenses. Denise Korenek, as the CEO of the company, has the BSIS' Alarm Company Qualified Manager license. Jon Boever has the BSIS' Security Guard and Firearm permit licenses. As a company, Rancho Santa Fe Security Systems is licensed by BSIS as an Alarm Company Operator and we also have the Contractor's (C-10) license. We have attached all the relevant licenses for the Company and the individuals involved in the last section of Tab A of this proposal.

**C. Firm's capability to provide the services and expertise and Past Performance**

Rancho Santa Fe Security Systems, Inc. has been providing Security Systems installation and monitoring services for over 42 years here in the San Diego County. At the start we specialized in security systems and fire alarm systems mainly in the highly customized residential market of Rancho Santa Fe. However, we moved in to the commercial, municipality, and school district market bringing the same knowledge and care that we acquired from working with the customers of Rancho Santa Fe. We are proud to say that we serve many local municipalities and school districts within the County of San Diego.

Rancho Santa Fe Security Systems understands most of the system currently installed and monitored at the City of San Diego. We have either worked on or originally installed each security/fire system the City of San Diego is asking to be monitored. With our technical department, we are able to remotely access systems and change codes, diagnose errors, and fix issues that arise, as we understand how each individual system operate and communicate. We are a certified DMP Dealer which allows us to work

on every security system the City of San Diego has, many companies do not have this certification, barring them from ordering parts necessary to the city. We are also adaptive to technological change, we have used everything from landline communication to radio communication to cellular communication in order to keep the most reliable and efficient means of communication between each city alarm system and our central station, ensuring that no alarm is missed.

To date, we serve the City of San Diego, City of Oceanside, the City of Carlsbad, the City of Solana Beach and Del Mar, Oceanside Unified School District, San Dieguito Union High School District, and other school districts within the County of San Diego. We offer a variety of services to these municipalities, which include security and fire alarm system monitoring, guard and patrol, and installation and service of security and fire alarm systems.

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Rancho Santa Fe Security Systems sets itself apart from the competition through the services we offer. Not only do we offer the traditional alarm system monitoring, we also service, document, design, and install alarm systems. Because of our ability to provide both the security alarm and patrol services, we can offer very unique, customized optional Alarm Response service to our security alarm clients. This service allows our in-house patrol officers to respond to alarm activations, which provides priority alarm response and alleviates local police from having to respond to those calls. Whether it is a false alarm or actual alarm activation, our officers document and send reports to our clients, preventing the need for an alarm to be verified an official of the property.

Most recently, Rancho Santa Fe Security Systems has installed a number of security systems for the San Dieguito Union High School District which included San Dieguito Academy (multiple new buildings) and Sunset Continuation High School (full system install of brand new renovation). Specifically, for the City of San Diego, we recently installed a DMP alarm system at Bay Terrace Maintenance / Storage Building and upgraded Mid City Gym's alarm system from the old Caddx system to the DMP system.

As a local company headquartered in Encinitas, we understand the needs of our local communities within the San Diego County and we can respond to the needs of our clients efficiently and quickly.

- With the exception of the Borrego Springs School District, all of our municipality and school district accounts lie within the borders of San Diego County.
- All of our installers, service technicians, and system engineer are locally based in Encinitas during working hours and can respond to the City of San Diego's needs in a timely manner.
- We have our emergency service technicians available for 24 hours a day, 7 days a week, who all live within the San Diego County, which we can dispatch to provide quick response time when service is needed in case of emergency.

- Additionally, we have our own Dispatchers in our office in Encinitas for 24 hours a day, 7 days a week, who are available to answer any emergency questions and calls that the City might have.

Rancho Santa Fe Security Systems subcontracts with National Monitoring Center (NMC) to provide more comprehensive, high-tech monitoring services to our clients. NMC is one of the biggest monitoring companies in the United States and they are located in Orange County, California. They not only provide monitoring services for our clients but they also provide redundancy. If something were to happen to Rancho Santa Fe Security Systems, NMC would ensure there would be no interruption in services to our clients. NMC also has a second location in Texas which provides double redundancy therefore ensuring that in the event of a natural disaster or emergency, all of Rancho Santa Fe Security Systems clients, including the City of San Diego, will still be provided with monitoring services. NMC has been in the monitoring business for almost 20 years and has been serving approximately 300,000 subscribers nationwide. We have partnered with NMC since 2012.

Rancho Santa Fe Security Systems would work in conjunction with NMC to give the City of San Diego the most up-to-date on-line account management services. Through MAS Web, the City of San Diego would be able to find all the information needed for each of their alarm panels at each location. This information would include but, not limited to, call lists, alarm zones, alarm panel type, and user codes for individual properties. For code changes, Rancho Santa Fe Security Systems offers DMP System Link, DMP Web Portal, and DL900; these software and web-portals will allow the City of San Diego to conduct their own code changes. We have technical trainers available for any onboarding training that would be needed for staff with the City of San Diego.

Rancho Santa Fe Security Services has both the capacity and capability to meet the City of San Diego's needs in a timely manner as we have demonstrated over the years. We have served the City of San Diego for about 15 years and have done everything from minor installation of security systems in City buildings to large projects like upgrading the cellular communication equipment for all the accounts under the City's Park and Recreation Department listed in this RFP. All of these projects have been done in a manner that met city needs and before deadlines were needed to be met. Rancho Santa Fe Security Systems has also helped facilitate, plan, and preform alarm system installs to new and upgraded buildings ran by the City of San Diego. Through which, we have developed relationships with department heads, creating an open dialogue between Rancho Santa Security Systems and the City of San Diego.

For references, as requested in this RFP, we have included the list of our references on Pages 6 and 7 of the Contractor's Standards Pledge of Compliance Form. The completed form is included in Tab A of our response to this RFP.



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**Rancho Santa Fe Security Systems, Inc.**

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**Proposal for  
City of San Diego  
RFP for Fire Alarm & Security Monitoring Services  
(RFP No. 10089658-20-K)**

**TAB C  
Cost / Price Proposal**

**September 1, 2020**

**1991 Village Park Way, Suite #100  
Encinitas, CA 92024  
800.303.8877  
[www.rsfsecurity.com](http://www.rsfsecurity.com)**

**PRICING PAGES**

Contractor must bid on all items contained in these sections to be considered for award.

**A. COMMUNITY PARKS I DIVISION MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Allied Gardens Recreation Center 5155 Greenbrier Avenue San Diego, CA 92120 619-235-1129	CADDX 8980E		\$ 54.95	\$ 659.40
2.	12	EA	Cabrillo Recreation Center 3051 Canon Street San Diego, CA 92106 619-531-1534	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
3.	12	EA	Cadman Recreation Center 4280 Avati Drive San Diego, CA 92117 619-581-9929	CADDX8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
4.	12	EA	Canyonside Recreation Center 12350 Black Mountain Road San Diego, CA 92129 858-538-8131	CADDX NX8E SIA \$49.95	FIRELITE \$49.95	\$ 99.90	\$ 1,198.80
5.	12	EA	Carmel Mountain Ranch Rec Center 10152 Rancho Carmel Drive San Diego, CA 92128 858-538-8100	CADDX NX8E SIA \$49.95	DMP XR5 \$49.95	\$ 99.90	\$ 1,198.80
6.	12	EA	Carmel Valley Recreation Center 3777 Townsgate Drive 12600 El Camino Real 858-552-1616	RADIONICS 9112	MXL-IQ	\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
7.	12	EA	Doyle Recreation Center 8175 Regents Road San Diego, CA 92122 858-553-1612	CADDX8980 4x2/ 8600 Format	MS-4424B Firelight Alarms	\$ 54.95	\$ 659.40
8.	12	EA	Hilltop Recreation Center 9711 Oviedo Way San Diego, CA 92129 858-538-8198	CADDX NX8E SIA		\$ 49.95	\$ 599.40
9.	12	EA	Kearny Mesa Recreation Center 3170 Armstrong Street San Diego, CA 92111 858-573-1387	CADDX 8980 4x2/ 8600 Format		\$ 49.95	\$ 599.40
10.	12	EA	La Jolla Recreation Center 615 Prospect Street San Diego, CA 92037 858-552-1658	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
11.	12	EA	Linda Vista Gym 7064 Levant Street San Diego, CA 92111 858-573-1392	CADDX 8980E		\$ 54.95	\$ 659.40
12.	12	EA	Linda Vista Recreation Center 7064 Levant Street San Diego, CA 92111 858-573-1392	CADDX 8980E		\$ 54.95	\$ 659.40
13.	12	EA	Lopez Ridge Recreation Center 7245 Calle Cristobal San Diego, CA 92126 858-538-8171	CADDX NX8E SIA		\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
14.	12	EA	Mira Mesa Recreation Center 8575 New Salem Street San Diego, CA 92126 858-538-8122	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
15.	12	EA	Nobel Recreation Center 8810 Judicial Drive San Diego, CA 92122 858-552-1626	DMP 200XR \$54.95	NOTIFIER \$49.95	\$ 104.90	\$ 1,258.80
16.	12	EA	N. Clairemont Recreation Center 4421 Bannock Avenue San Diego, CA 92117 858-581-9926	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
17.	12	EA	Ocean Air Recreation Center 4770 Fairport Way San Diego, CA 92130 858-552-1687	DSC MAYSYS 4020 \$49.95	NOTIFIER NF W50 \$49.95	\$ 99.90	\$ 1,198.80
18.	12	EA	Ocean Beach Recreation Center 4726 Santa Monica Avenue San Diego, CA 92107 619-531-1527	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
19.	12	EA	Pacific Beach Recreation Center 1405 Diamond Street San Diego, CA 92109 858-581-9927	DSC 3000 V7.7		\$ 54.95	\$ 659.40
20.	12	EA	Pacific Highlands Ranch Rec Center 5977 Village Center Loop Road, San Diego, CA 92130	DNT XR-150-N \$54.95	Honeywell S3 Series \$54.95	\$ 109.90	\$ 1,318.80
21.	12	EA	Rancho Bernardo Recreation Center 18448 W. Bernardo Drive San Diego, CA 92127 858-538-8129	CADDX NX8E SIA	Firelarm 6000	\$ 49.95	\$ 599.40



Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
22.	12	EA	Robb Field Recreation Center 2525 Bacon Street San Diego, CA 92107 619-531-1563	CADDX NX8E SIA		\$ 54.95	\$ 659.40
23.	12	EA	San Carlos Recreation Center 6445 Lake Badin San Diego, CA 92119 619-527-3443	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
24.	12	EA	Santa Clara Recreation Center 1008 Santa Clara Place San Diego, CA 92109 858-581-9928	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
25.	12	EA	Scripps Ranch Recreation Center 11454 Blue Cypress Drive San Diego, CA 92131 858-538-8085	SIMPLEX  \$49.95	RADION 7412  \$49.95	\$ 99.90	\$ 1,198.80
26.	12	EA	Serra Mesa Recreation Center 9020 Village Glen Drive San Diego, CA 92123 858-573-1408	CADDX NX8E SIA		\$ 49.95	\$ 599.40
27.	12	EA	South Clairemont Recreation Center 3605 Clairemont Drive San Diego, CA 92117 858-581-9924	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
28.	12	EA	Standley Recreation Center 3585 Governor Drive San Diego, CA 92122 858-552-1652	CADDX NX8E SIA		\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
29.	12	EA	Tecolote Recreation Center 4675 Tecolote Road San Diego, CA 92110 858-581-9930	CADDX 8980 4x2/ 8600 Format		\$ 54.95	\$ 659.40
30.	12	EA	Tierrasanta Recreation Center 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	CADDX 8980 4x2/ 8600 Format \$54.95	Silent Knight 5107 4X2 Format \$49.95	\$ 104.90	\$ 1,258.80
31.	12	EA	Tierrasanta Recreation Center 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	RADIONICS 7212/7412/9112/ 9412		\$ 54.95	\$ 659.40
						<b>TOTAL A:</b>	\$ 24,037.20

**Notes on the Pricing for Community Parks I Division**

1. We currently monitor 2 other sites that are not on this list:
  - a. Rancho Penasquitos State Park - \$49.95 per month or \$599.40 annually.
  - b. Carmel Valley Skate Park - \$49.95 per month or \$599.40 annually
2. Some of the equipment listed here are not the actual equipment that are currently installed at the City's sites.
3. We propose 3 pricing tiers:
  - a. \$49.95 - Burglary and Fire Landline monitoring and maintenance
  - b. \$54.95 - Burglary Cellular Monitoring and maintenance
  - c. \$59.95 - Fire Cellular Monitoring and Maintenance

**B. COMMUNITY PARKS 2 DIVISION MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Adams Recreation Center 3491 Adams Avenue San Diego, CA 92117 619-235-1149	DMP XT50		\$ 54.95	\$ 659.40
2.	12	EA	Allied Gardens Pool 6707 Glenroy Street San Diego, CA 92120 619-235-1143	DMP XT50		\$ 54.95	\$ 659.40
3.	12	EA	Azalea Recreation Center 2596 Violet Street San Diego, CA 92105 619-235-1162	DMP XT50		\$ 54.95	\$ 659.40
4.	12	EA	Bay Bridge Community Center 1960 National Avenue San Diego, CA 92113 619-235-1127	DMP XR 150L \$54.95	FCI 7200 \$59.95	\$ 114.90	\$ 1,378.80
5.	12	EA	Bay Terrace Community Park 7373 Tooma Street San Diego, CA 92139 619-527-3419	DMP XT50		\$ 54.95	\$ 659.40
6.	12	EA	Bay Terrace Comm Park-Maintenance 7373 Tooma Street San Diego, CA 92139 619-527-3419	DMP XT 50		\$ 54.95	\$ 659.40
7.	12	EA	Bay Terrace Senior Center 7445 Tooma St., San Diego, CA 92139 619-527-3419	DMP XT 50	(The current installed is Fire)	\$ 59.95	\$ 719.40
8	12	EA	Bud Kearns Memorial Pool 2229 Morley Field San Diego, CA 92101 619-692-4920	DMP XT50		\$ 54.95	\$ 659.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
9.	12	EA	Carmel Valley Pool 3777 Townsgate Drive San Diego, CA 92130 858-552-1623	CADDX NX8E		\$ 49.95	\$ 599.40
10.	12	EA	Cesar Chavez Community Center 455 Sycamore Road San Diego, CA 92173 619-424-0464	CADDX NX8E		\$ 49.95	\$ 599.40
11.	12	EA	Cesar Solis Recreation Center San Diego, CA 92173	DMP XT50		\$ 54.95	\$ 659.40
12.	12	EA	City Heights Recreation and Swim Center 4380 Landis Street San Diego, CA 92105 619-641-6125	CADDX NX8E		\$ 49.95	\$ 599.40
13.	12	EA	Clairemont Pool 3605 Clairemont Drive San Diego, CA 92117 858-581-9923	CADDX NX8E		\$ 49.95	\$ 599.40
14.	12	EA	Colina del Sol Pool 4150 54 <sup>th</sup> Place San Diego, CA 92115 619-235-1147	CADDX NX8E		\$ 49.95	\$ 599.40
15.	12	EA	Colina del Sol Recreation Center 5319 Orange Ave San Diego, CA 92115 619-235-1144	CADDX 8980E		\$ 54.95	\$ 659.40
16.	12	EA	Encanto Recreation Center 6508 Wunderlin Avenue San Diego, CA 92114 619-527-3411	CADDX NX8E		\$ 49.95	\$ 599.40
17.	12	EA	Golden Hill Recreation Center 2600 Golf Course Drive San Diego, CA 92102 619-235-1138	DMP XT50		\$ 54.95	\$ 659.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
18.	12	EA	Kearny Mesa Pool 3170 Armstrong Street San Diego, CA 92111 858-573-3189	DMP XT50		\$ 54.95	\$ 659.40
19.	12	EA	Martin Luther King Jr. Pool 6401 Skyline Drive San Diego, CA 92114 619-262-9388	CADDX NX8E		\$ 49.95	\$ 599.40
20.	12	EA	Martin Luther King Jr. Recreation Center 6401 Skyline Drive San Diego, CA 92114 619-527-3415	DMP XT50		\$ 54.95	\$ 659.40
21.	12	EA	Memorial Pool 2902 Marcy Avenue San Diego, CA 92113 619-235-1139	DMP XT50		\$ 54.95	\$ 659.40
22.	12	EA	Memorial Recreation Center 2902 Marcy Avenue San Diego, CA 92113 619235-1125	CADDX NX8E		\$ 49.95	\$ 599.40
23.	12	EA	Memorial Senior Center 610 S. 30 <sup>th</sup> Street San Diego, CA 92113 619-235-1141	CADDX NX8E		\$ 49.95	\$ 599.40
24.	12	EA	Mid-City Gym 4302 Landis Street San Diego, CA 92105 619-516-3082	DMP XT 50		\$ 54.95	\$ 659.40
25.	12	EA	Montgomery-Waller Recreation Center 3020 Coronado Avenue, San Diego, CA 92154 619-424-0466	CADDX NX8E		\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
26.	12	EA	Mount Hope Cemetery-Administration 3751 Market Street San Diego, CA 92102 619-527-5473	DMP XT50 (Donated service)		\$ 0	\$ 0
27.	12	EA	Mount Hope Cemetery-Maintenance Bldg. 3751 Market Street San Diego, CA 92102 619-527-5473	DMP XR 6		\$ 49.95	\$ 599.40
28.	12	EA	Mountain View Recreation Center 641 S Boundary Street San Diego, CA 92113 619-527-3417	RADION 7412		\$ 49.95	\$ 599.40
29.	12	EA	Mountain View Teen Center 551 S 40 <sup>th</sup> Street San Diego, CA 92113 619-527-3417	CADDX 8980E		\$ 49.95	\$ 599.40
30.	12	EA	Paradise Hills Recreation Center 6610 Potomac Street San Diego, CA 92139 619-527-3419	DMP XT50		\$ 54.95	\$ 659.40
31.	12	EA	Park de la Cruz Community Center 3901 Landis Street San Diego, CA 92105	DMP XR 550		\$ 54.95	\$ 659.40
32.	12	EA	Park de la Cruz Gymnasium 3901 Landis Street San Diego, CA 92105 619-516-3141	DMP XT50		\$ 54.95	\$ 659.40
33.	12	EA	Penn Athletic Field Recreation Center 2555 Dusk Drive San Diego, CA 92139 619-527-3458	DMP XT50		\$ 54.95	\$ 659.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
34.	12	EA	Presidio Recreation Center 2811 Jackson Street San Diego, CA 92110 619-692-4918	DMP XT50		\$ 54.95	\$ 659.40
35.	12	EA	Robert Egger/South Bay Recreation 1885 Coronado Avenue San Diego, CA 92154 619-424-0470	CADDX NX8E		\$ 49.95	\$ 599.40
36.	12	EA	San Ysidro Community Activity Center 179 Diza Road San Diego, CA 92173 619-424-0472	CADDX NX8E		\$ 49.95	\$ 599.40
37.	12	EA	San Ysidro Senior Center 125 E Park Avenue San Diego, CA 92173 619-424-0472	CADDX NX8E		\$ 49.95	\$ 599.40
38.	12	EA	Silver Wing Recreation Center 3737 Arey Drive San Diego, CA 92154 619-424-0470	DMP XT50		\$ 54.95	\$ 659.40
39.	12	EA	Skyline Recreation Center 8285 Skyline Drive San Diego, CA 92114 619-527-3486	DMP XT50		\$ 54.95	\$ 659.40
40.	12	EA	Southcrest Recreation Center 4149 Newton Street San Diego, CA 92113 619-537-3413	CADDX NX8E		\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
41.	12	EA	Southcrest Teen Center 4149 Newton Street San Diego, CA 92113 619-537-3413	CADDX NX8E		\$ 49.95	\$ 599.40
42.	12	EA	Stockton Recreation Center 330 32 <sup>nd</sup> Street San Diego, CA 92102 619-235-1163	DMP XT50		\$ 54.95	\$ 659.40
43.	12	EA	Swanson Memorial Pool 3585 Governor Drive San Diego, CA 92122 858-552-1653	DMP XT50		\$ 54.95	\$ 659.40
44.	12	EA	Tierrasanta Pool 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	CADDX NX8E		\$ 49.95	\$ 599.40
45.	12	EA	Villa Montezuma Historical Museum 1925 K Street San Diego, CA 92102	DMP XT50 \$54.95	DMP XR150FC \$59.95	\$ 114.90	\$ 1,378.80
46.	12	EA	Vista Terrace Pool 301 Athey Avenue San Diego, CA 92173 619-424-0469	DMP XT50		\$ 54.95	\$ 659.40
47.	12	EA	Willie Henderson Sports Center 1035 S. 45 <sup>th</sup> Street San Diego, CA 92113 619-527-3407	CADDX 8980E		\$ 54.95	\$ 659.40
						<b>TOTAL B:</b>	<b>\$ 30,691.20</b>

**Notes on the Pricing for Community Parks II Division**

1. We currently monitor 4 other sites that are not on this list:

- a. Park De La Cruz Rec Center - Elevator - \$38.00 per month or \$456.00 annually
- b. Park De La Cruz Rec Center Fire - \$38.00 per month or \$456.00 annually
- c. San Ysidro Teen Center Burg - \$49.95 per month or \$599.40 annually

2. Some of the equipment listed here are not the actual equipment that are currently installed at the City's sites.

3. Same pricing tier as the above for Community Parks I Division



**C. ADMINISTRATIVE SERVICES MONITORING SERVICES**

<b>Item No.</b>	<b>Est. Qty.</b>	<b>U/M</b>	<b>Description</b>	<b>Keypad/Camera Units</b>	<b>Fire Alarm</b>	<b>Monitoring Service Per Month</b>	<b>Annual Cost</b>
1.	12	EA	Balboa Park Club 2150 Pan American Plaza San Diego, CA 92101	Radionics D7412		\$ 49.95	\$ 599.40
						<b>Total C:</b>	\$ 599.40

**D. GOLF OPERATIONS DIVISION MONITORING SERVICES**

<b>Item No.</b>	<b>Est. Qty.</b>	<b>U/M</b>	<b>Description</b>	<b>Keypad/Camera Units</b>	<b>Fire Alarm</b>	<b>Monitoring Service Per Month</b>	<b>Annual Cost</b>
1.	12	EA	Balboa Park Golf Course – Clubhouse 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$ 49.95	\$ 599.40
2.	12	EA	Balboa Park Golf Course – Pro Shop 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$ 49.95	\$ 599.40
3.	12	EA	Balboa Park Golf Course – Cart Barn A – Putting Green 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$ 49.95	\$ 599.40
4.	12	EA	Balboa Park Golf Course – Cart Barn B – Below Club House 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$ 49.95	\$ 599.40
5.	12	EA	Balboa Park Golf Course – 18 Hole Maintenance Building 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$ 49.95	\$ 599.40
6.	12	EA	Mission Bay Golf Course – Administrative Offices – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	DMP XT50D		\$ 49.95	\$ 599.40

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
7.	12	EA	Mission Bay Golf Course – Club House – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$ 59.95	\$ 719.40
8.	12	EA	Mission Bay Golf Course – Cart Storage – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$ 49.95	\$ 599.40
9.	12	EA	Mission Bay Golf Course – Maintenance Building – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$ 49.95	\$ 599.40
10.	12	EA	Torrey Pines Golf Course – Administrative Offices & Starter Booth – 11480 N. Torrey Pines Road La Jolla, CA 92037 858-552-1662	DMP XT50		\$ 49.95	\$ 599.40
11.	12	EA	Torrey Pines Golf Course – Maintenance Building – 11480 N. Torrey Pines Road La Jolla, CA 92037 858-552-1662	DMP XT50		\$ 49.95	\$ 599.40
						<b>Total D:</b>	<b>\$ 6,713.40</b>

**E. UNIT PRICING - FOR INTRUSION EQUIPMENT REQUIRING PREVENTATIVE REPAIR/REPLACEMENT**

<b>Item No.</b>	<b>Description</b>	<b>Replacement Equipment</b>	<b>Materials Cost</b>	<b># of Hours Labor</b>	<b>Labor Rate</b>	<b>Total Labor (# of Labor Hours X Labor Rate)</b>	<b>Total Cost (Total Labor + Materials Cost)</b>
1.	(1) Communicator Kit which includes control panel, transformer, plug-in communicator, cell back up and alpha numeric keypad		\$ 519.00	2	\$ 90.00	\$ 180.00	\$ 699.00
2.	(1) Alpha Numeric Keypad		\$ 160.00	1	\$ 90.00	\$ 90.00	\$ 250.00
3.	(1) 8 Input Module		\$ 95.00	2	\$ 90.00	\$ 180.00	\$ 275.00
4.	(1) Standard Motion Detector		\$ 160.00	1	\$ 90.00	\$ 90.00	\$ 250.00
5.	(1) 40ft. by 40ft. Motion Detector		\$ 160.00	1	\$ 90.00	\$ 90.00	\$ 250.00
6.	(1) 3/4" Over Head Door Contact		\$ 30.00	0.5	\$ 90.00	\$ 45.00	\$ 75.00
7.	(1) 3/4" Recessed Steel Door Contact		\$ 30.00	0.5	\$ 90.00	\$ 45.00	\$ 75.00
8.	(1) Battery (For CPU Battery)		\$ 39.50	0.25	\$ 90.00	\$ 22.50	\$ 62.00
						<b>TOTAL E:</b>	<b>\$ 1,936.00</b>

<b>PRICING SUMMARY</b>	
<b>TOTAL A:</b>	<b>\$ 24,037.20</b>
<b>TOTAL B:</b>	<b>\$ 30,691.20</b>
<b>TOTAL C:</b>	<b>\$ 599.40</b>
<b>TOTAL D:</b>	<b>\$ 6,713.40</b>
<b>TOTAL E:</b>	<b>\$ 1,936.00</b>
<b>GRAND TOTAL (A-E):</b>	<b>\$ 63,977.20</b>

**B. DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) REGISTRATION NUMBER.** Per Section II.A.9:

	Registration No.	Expiration Date	Name
DIR Registration No.	1000012240	6/30/2023	Rancho Santa Fe Security Systems, Inc.

**C. LICENSES.** To perform the work described in this solicitation, proposers must hold a current **C7- Low Voltage System Contractor** or **C10-Electrical Contractor** license required.

	License Number	Expiration Date	Name
State of California Contractor's License	Class: C-10 No.: 427169	9/30/2022	Rancho Santa Fe Security Systems, Inc.

Any proposer holding a different license who feels qualified to bid on this work must notify the City Contact in writing at least seven (7) days prior to the bid closing. After a thorough review of the proposed license substitution, the City will inform the proposer, in writing, of its decision prior to the bid closing. The City's decision is final.

**D. CONTRACT ADMINISTRATOR.** Contractor shall provide the Services under the direction of a designated representative of the Department as follows:

Community Parks I Division – Denise Wright, 619-235-1131,  
[DWright@sandiego.gov](mailto:DWright@sandiego.gov)

Community Parks II Division – Maria Popoca, 619-235-5205,  
[MPopoca@sandiego.gov](mailto:MPopoca@sandiego.gov)

Administrative Services Division – Rosa Abrego, 619-235-5244,  
[RAbrego@sandiego.gov](mailto:RAbrego@sandiego.gov)

Golf Division – Ed Drobnicki, 858-581-7868,  
[Edrobnicki@sandiego.gov](mailto:Edrobnicki@sandiego.gov)

**List of Licenses**

1. Completed Page 4 of Exhibit B of the RFP
2. Rancho Santa Fe Security Systems, Inc. – Alarm Company Operator – # ACO1142 – expiration date October 31, 2021
3. Denise Korenek – Alarm Company Qualified Manager - # ACQ5420 – expiration date September 30, 2021
4. Rancho Santa Fe Security Systems, Inc. - Contractor's License (C-10) #427169 – expiration date September 30, 2020
5. Rancho Santa Fe Security Systems, Inc. - DIR Registration #1000012240 – expiration date June 30, 2023
6. Rancho Santa Fe Security Systems, Inc. – City of San Diego's Business License (#B1982006891) – expiration date – July 31, 2021
7. Relevant Employee Licenses
  - a. Denise Korenek – BSIS – Alarm Company Qualified Manager – expiration date September 30, 2021
  - b. Jonathan Boever – BSIS – Security Guard (and Firearm permit) – expiration date July 31, 2021
  - c. Mark Swineheart – BSIS – Alarm Company Employee – expiration date January 31, 2022
  - d. Ridwan Sasmita – BSIS – Alarm Company Employee – expiration date June 30, 2022
  - e. Johnathon Mount – BSIS – Alarm Company Employee – expiration date January 31, 2022



SCANNED



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

# ALARM COMPANY QUALIFIED MANAGER

Certificate No. ACQ5420

Receipt No. 3591

Valid Until: 09/30/2021

Issue Date: 09/05/2007

DENISE MERIE KORENEK  
1991 VILLAGE PARK WAY STE 100  
ENCINITAS, CA 92024-1966

In accordance with the provisions of Division 3, Chapter 11.6 of the Business and Professions Code, the individual named hereon is issued an Alarm Company Qualified Manager Certificate

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

OPIACQ 1233.CERT335.081716

0572-P6011-S0000444-1/1



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

# ALARM COMPANY OPERATOR

License No. ACO1142

Receipt No. 3623

Valid Until: 10/31/2021

RANCHO SANTA FE SECURITY SYS INC  
1991 VILLAGE PARK WAY #100  
ENCINITAS, CA 92024

In accordance with the provisions of Division 3, Chapter 11.6 of the Business and Professions Code, the company named hereon is issued an Alarm Company Operator License Renewal

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

WPIACQ 10/2015

1113-P6011-S0000512-1/1





CONTRACTORS  
STATE LICENSE BOARD  
ACTIVE LICENSE



LICENSE NUMBER **427169**

Entity **CORP**

Business Name **RANCHO SANTA FE SECURITY  
SYSTEMS INC**

Classification(s) **C10**

Expiration Date **09/30/2022**

[www.cslb.ca.gov](http://www.cslb.ca.gov)



## Contractor Information

**Legal Entity Name**

RANCHO SANTA FE SECURITY SYSTEMS, INC.

**Legal Entity Type**

Corporation

**Status**

Active

**Registration Number**

1000012240

**Registration effective date**

7/13/2020

**Registration expiration date**

6/30/2023

**Mailing Address**

1991 VILLAGE PARK WAY SUITE 100 ENCINITAS 92024 ...

**Physical Address**

1991 VILLAGE PARK WAY SUITE 100 ENCINITAS 92024 ...

**Email Address**

**Trade Name/DBA**

**License Number(s)**

CSLB:427169

CSLB:427169

## Registration History

Effective Date	Expiration Date
6/20/2018	6/30/2019
5/17/2017	6/30/2018
6/7/2016	6/30/2017
7/8/2015	6/30/2016
2/26/2015	6/30/2015
7/1/2019	6/30/2020
7/13/2020	6/30/2023

## Legal Entity Information

**Corporation Number:**

C1063479

**Federal Employment Identification Number:**

**President Name:**

DENISE KORENEK

**Vice President Name:**

**Treasurer Name:**

**Secretary Name:**

**CEO Name:**

DENISE KORENEK

**Agent of Service Name:**

DENISE KORENEK

**Agent of Service Mailing Address:**

1991 VILLAGE PARK WAY SUITE 100 ENCINITAS 92024 CA United States of America

## Workers Compensation

Do you lease employees through Professional No

**Employer Organization  
(PEO)?:**

**Please provide your  
current workers  
compensation insurance  
information below:**

PEO	PEO	PEO
PEO InformationName	Phone	Email

Insured by Carrier

**Policy Holder Name:**RANCHO SANTA FE SECURITY SYSTEMS, INC.**Insurance Carrier:**  
Hartford Accident and Indemnity Company**Policy Number:**16WEQY5BG5**Inception date:**  
4/29/2020**Expiration Date:**4/29/2021

# BUREAU OF SECURITY AND INVESTIGATIVE SERVICES

## LICENSING DETAILS FOR: 5420

**NAME:** KORENEK, DENISE MERIE  
**LICENSE TYPE:** ALARM COMPANY QUALIFIED MANAGER  
**PRIMARY STATUS:** CURRENT  
**ADDRESS NOT DISCLOSED**

**ISSUANCE DATE**  
SEPTEMBER 5, 2007  
**EXPIRATION DATE**  
SEPTEMBER 30, 2021  
**CURRENT DATE / TIME**  
AUGUST 31, 2020  
10:53:24 AM

## LICENSE RELATIONSHIPS

### ACO TO QUALIFIED MANAGER

**LICENSE/REGISTRATION ROLE:** QUALIFIED  
MANAGER

**RELATED PARTY ROLE:** ALARM COMPANY  
OPERATOR

**NAME:** RANCHO SANTA FE SECURITY SYS INC

**LICENSE/REGISTRATION TYPE:** ALARM COMPANY  
OPERATOR

**LICENSE NUMBER:** 1142  
(/DETAILS/1231/ACO/1142/53454749C3E64DFD90F9B2CC2A56D21A)

**PRIMARY STATUS:** CURRENT

**ADDRESS :**

1991 VILLAGE PARK WAY #100  
ENCINITAS CA 92024  
SAN DIEGO COUNTY

**MAP**

([HTTPS://WWW.GOOGLE.COM/MAPS/SEARCH/1991  
VILLAGE PARK WAY-100+ENCINITAS+CA+92024](https://www.google.com/maps/search/1991%20VILLAGE%20PARK%20WAY%20#100+ENCINITAS+CA+92024))

# BUREAU OF SECURITY AND INVESTIGATIVE SERVICES

## LICENSING DETAILS FOR: 1811987

**NAME:** BOEVER, JONATHAN MICHAEL  
**LICENSE TYPE:** SECURITY GUARD  
**PRIMARY STATUS:** CURRENT  
**PREVIOUS NAMES:** JONATHAN, MICHAEL BOEVER  
**ADDRESS OF RECORD**  
CARLSBAD CA 92009-8941  
SAN DIEGO COUNTY

**ISSUANCE DATE**

MARCH 7, 2013

**EXPIRATION DATE**

JULY 31, 2021

**CURRENT DATE / TIME**

AUGUST 31, 2020  
10:50:29 AM

## LICENSE RELATIONSHIPS

### QUALIFYING FIREARM PERMIT

**LICENSE/REGISTRATION ROLE:** BUSINESS OR PROFESSIONAL LICENSE

**ADDRESS :**  
CARLSBAD CA 92009-8601  
SAN DIEGO COUNTY

**RELATED PARTY ROLE:** EXPOSED FIREARM PERMIT

**NAME:** BOEVER, JONATHAN MICHAEL

**LICENSE/REGISTRATION TYPE:** EXPOSED FIREARM PERMIT

**LICENSE NUMBER:** 2632283

(/DETAILS/1202/FQ/2632283/E909C84C311F8513D5FD3C3CB888329B)

**PRIMARY STATUS:** CURRENT

### QUALIFYING FIREARM PERMIT

**LICENSE/REGISTRATION ROLE:** BUSINESS OR PROFESSIONAL LICENSE

**ADDRESS :**  
CARLSBAD CA 92009-8941  
SAN DIEGO COUNTY

**RELATED PARTY ROLE:** EXPOSED FIREARM PERMIT

**NAME:** BOEVER, JONATHAN MICHAEL

**LICENSE/REGISTRATION TYPE:** EXPOSED FIREARM PERMIT

**LICENSE NUMBER:** 349540

(/DETAILS/1202/FQ/349540/4CE1537D68D6593A0BD8A0E794F7D81D)

**PRIMARY STATUS:** CANCELLED

**BUREAU OF SECURITY AND INVESTIGATIVE  
SERVICES**

**LICENSING DETAILS FOR: 82530**

**NAME:** SWINEHEART, MARK DANIEL

**LICENSE TYPE:** ALARM COMPANY EMPLOYEE

**PRIMARY STATUS:** CURRENT

**PREVIOUS NAMES:** SWINEHEART, MARK SANIEL

**ADDRESS NOT DISCLOSED**

**ISSUANCE DATE**

JANUARY 31, 2006

**EXPIRATION DATE**

JANUARY 31, 2022

**CURRENT DATE / TIME**

AUGUST 31, 2020  
10:51:53 AM

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**BUREAU OF SECURITY AND INVESTIGATIVE  
SERVICES**

**LICENSING DETAILS FOR: 531381**

**NAME:** SASMITA, RIDWAN

**LICENSE TYPE:** ALARM COMPANY EMPLOYEE

**PRIMARY STATUS:** CURRENT

**ADDRESS NOT DISCLOSED**

**ISSUANCE DATE**

JUNE 20, 2018

**EXPIRATION DATE**

JUNE 30, 2022

**CURRENT DATE / TIME**

AUGUST 31, 2020  
10:48:50 AM

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**BUREAU OF SECURITY AND INVESTIGATIVE  
SERVICES**

**LICENSING DETAILS FOR: 537921**

**NAME:** MOUNT, JOHNATHON A

**LICENSE TYPE:** ALARM COMPANY EMPLOYEE

**PRIMARY STATUS:** CURRENT

**ADDRESS NOT DISCLOSED**

**ISSUANCE DATE**

JANUARY 21, 2020

**EXPIRATION DATE**

JANUARY 31, 2022

**CURRENT DATE / TIME**

SEPTEMBER 1, 2020  
4:38:32 PM

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**RFP**  
**DOCUMENTS/**  
**EXHIBITS**

**EXHIBIT A  
PROPOSAL SUBMISSION AND REQUIREMENTS**

**A. PROPOSAL SUBMISSION**

**1. Timely Proposal Submittal.** Proposals must be submitted as described herein to the Purchasing & Contracting Department (P&C).

**1.1 Reserved.**

**1.2 Paper Proposals.** The City will accept paper proposals in lieu of eProposals. Paper proposals must be submitted in a sealed envelope to the Purchasing & Contracting Department (P&C) located at 1200 Third Avenue, Suite 200, San Diego, CA 92101. The Solicitation Number and Closing Date must be referenced in the lower left-hand corner of the outside of the envelope. Faxed proposals will not be accepted.

**1.3 Proposal Due Date.** Proposals must be submitted prior to the Closing Date indicated on the eBidding System. E-mailed and/or faxed proposals will not be accepted.

**1.4 Pre-Proposal Conference.** Pre-proposal conference information is noted on the eBidding System.

**1.4.1** Proposers are required to attend the pre-proposal conference. Proposer's failure to attend will result in disqualification.

**1.5 Questions and Comments.** Written questions and comments must be submitted electronically via the eBidding System no later than the date specified on the eBidding System. Only written communications relative to the procurement shall be considered. The City's eBidding System is the only acceptable method for submission of questions. All questions will be answered in writing. The City will distribute questions and answers without identification of the inquirer(s) to all proposers who are on record as having received this RFP, via its eBidding System. No oral communications can be relied upon for this RFP. Addenda will be issued addressing questions or comments that are determined by the City to cause a change to any part of this RFP.

**1.6 Contact with City Staff.** Unless otherwise authorized herein, proposers who are considering submitting a proposal in response to this RFP, or who submit a proposal in response to this RFP, are prohibited from communicating with City staff about this RFP from the date this RFP is issued until a contract is awarded.

**2. Proposal Format and Organization.** Unless electronically submitted, all proposals should be securely bound and must include the following completed and executed forms and information presented in the manner indicated below:

**Tab A - Submission of Information and Forms.**

**2.1** Exceptions requested by proposer, if any. The proposer must present written factual or legal justification for any exception requested to the Scope of Work, the Contract, or the Exhibits thereto. Any exceptions to the Contract that have not been accepted by the City in writing are deemed rejected. The City, in its sole discretion, may accept some or all of proposer's exceptions, reject proposer's exceptions, and deem the proposal non-

responsive, or award the Contract without proposer's proposed exceptions. The City will not consider exceptions addressed elsewhere in the proposal.

2.2 The Contractor Standards Pledge of Compliance Form.

2.3 Equal Opportunity Contracting forms including the Work Force Report and Contractors Certification of Pending Actions.

2.4 Living Wage Ordinance Certification of Compliance.

2.5 Licenses as required in Exhibit B.

2.6 Reserved.

2.7 Additional Information as required in Exhibit B.

2.8 Reserved.

2.9 Reserved.

2.10 Reserved.

**Tab B - Executive Summary and Responses to Specifications.**

2.11 A title page.

2.12 A table of contents.

2.13 An executive summary, limited to one typewritten page, that provides a high-level description of the proposer's ability to meet the requirements of the RFP and the reasons the proposer believes itself to be best qualified to provide the identified services.

2.14 Proposer's response to the RFP.

**Tab C - Cost/Price Proposal.** Proposers shall submit completed Pricing Pages in the form and format described herein. Failure to provide cost(s) in the form and format requested may result in proposal being declared non-responsive and rejected.

**3. Proposal Review.** Proposers are responsible for carefully examining the RFP, the Specifications, this Contract, and all documents incorporated into the Contract by reference before submitting a proposal. If selected for award of contract, proposer shall be bound by same unless the City has accepted proposer's exceptions, if any, in writing.

**4. Addenda.** The City may issue addenda to this RFP as necessary. All addenda are incorporated into the Contract. The proposer is responsible for determining whether addenda were issued prior to a proposal submission. Failure to respond to or properly address addenda may result in rejection of a proposal.

**5. Quantities.** The estimated quantities provided by the City are not guaranteed. These quantities are listed for informational purposes only. Quantities vary depending on the

demands of the City. Any variations from the estimated quantities shall not entitle the proposer to an adjustment in the unit price or any additional compensation.

**6. Quality.** Unless otherwise required, all goods furnished shall be new and the best of their kind.

**6.1 Items Offered.** Proposer shall state the applicable trade name, brand, catalog, manufacturer, and/or product number of the required good, if any, in the proposal.

**6.2 Brand Names.** Any reference to a specific brand name in a solicitation is illustrative only and describes a component best meeting the specific operational, design, performance, maintenance, quality, or reliability standards and requirements of the City. Proposer may offer an equivalent or equal in response to a brand name referenced (Proposed Equivalent). The City may consider the Proposed Equivalent after it is subjected to testing and evaluation which must be completed prior to the award of contract. If the proposer offers an item of a manufacturer or vendor other than that specified, the proposer must identify the maker, brand, quality, manufacturer number, product number, catalog number, or other trade designation. The City has complete discretion in determining if a Proposed Equivalent will satisfy its requirements. It is the proposer's responsibility to provide, at their expense, any product information, test data, or other information or documents the City requests to properly evaluate or demonstrate the acceptability of the Proposed Equivalent, including independent testing, evaluation at qualified test facilities, or destructive testing.

**7. Modifications, Withdrawals, or Mistakes.** Proposer is responsible for verifying all prices and extensions before submitting a proposal.

**7.1 Modification or Withdrawal of Proposal Before Proposal Opening.** Prior to the Closing Date, the proposer or proposer's authorized representative may modify or withdraw the proposal by providing written notice of the proposal modification or withdrawal to the City Contact via the eBidding System. E-mail or telephonic withdrawals or modifications are not permissible.

**7.2 Proposal Modification or Withdrawal of Proposal After Proposal Opening.** Any proposer who seeks to modify or withdraw a proposal because of the proposer's inadvertent computational error affecting the proposal price shall notify the City Contact identified on the eBidding System no later than three working days following the Closing Date. The proposer shall provide worksheets and such other information as may be required by the City to substantiate the claim of inadvertent error. Failure to do so may bar relief and allow the City recourse from the bid surety. The burden is upon the proposer to prove the inadvertent error. If, as a result of a proposal modification, the proposer is no longer the apparent successful proposer, the City will award to the newly established apparent successful proposer. The City's decision is final.

**8. Incurred Expenses.** The City is not responsible for any expenses incurred by proposers in participating in this solicitation process.

**9. Public Records.** By submitting a proposal, the proposer acknowledges that any information submitted in response to this RFP is a public record subject to disclosure unless the City determines that a specific exemption in the California Public Records Act (CPRA) applies. If the proposer submits information clearly marked confidential or proprietary, the City may protect such information and treat it with confidentiality to the extent permitted by

law. However, it will be the responsibility of the proposer to provide to the City the specific legal grounds on which the City can rely in withholding information requested under the CPRA should the City choose to withhold such information. General references to sections of the CPRA will not suffice. Rather, the proposer must provide a specific and detailed legal basis, including applicable case law, that clearly establishes the requested information is exempt from the disclosure under the CPRA. If the proposer does not provide a specific and detailed legal basis for requesting the City to withhold proposer's confidential or proprietary information at the time of proposal submittal, City will release the information as required by the CPRA and proposer will hold the City, its elected officials, officers, and employees harmless for release of this information. It will be the proposer's obligation to defend, at proposer's expense, any legal actions or challenges seeking to obtain from the City any information requested under the CPRA withheld by the City at the proposer's request. Furthermore, the proposer shall indemnify and hold harmless the City, its elected officials, officers, and employees from and against any claim or liability, and defend any action brought against the City, resulting from the City's refusal to release information requested under the CPRA which was withheld at proposer's request. Nothing in the Contract resulting from this proposal creates any obligation on the part of the City to notify the proposer or obtain the proposer's approval or consent before releasing information subject to disclosure under the CPRA.

**10. Right to Audit.** The City Auditor may access proposer's records as described in San Diego Charter section 39.2 to confirm contract compliance.

## **B. PRICING**

**1. Fixed Price.** All prices shall be firm, fixed, fully burdened, FOB destination, and include any applicable delivery or freight charges, and any other costs required to provide the requirements as specified in this RFP. The lowest total estimated contract price of all the proposals that meet the requirements of this RFP will receive the maximum assigned points to this category as set forth in this RFP. The other price schedules will be scored based on how much higher their total estimated contract prices compare with the lowest:

$$\left(1 - \frac{(\text{contract price} - \text{lowest price})}{\text{lowest price}}\right) \times \text{maximum points} = \text{points received}$$

For example, if the lowest total estimated contract price of all proposals is \$100, that proposal would receive the maximum allowable points for the price category. If the total estimated contract price of another proposal is \$105 and the maximum allowable points is 60 points, then that proposal would receive  $(1 - ((105 - 100) / 100)) \times 60 = 57$  points, or 95% of the maximum points. The lowest score a proposal can receive for this category is zero points (the score cannot be a negative number). The City will perform this calculation for each Proposal.

**2. Taxes and Fees.** Taxes and applicable local, state, and federal regulatory fees should not be included in the price proposal. Applicable taxes and regulatory fees will be added to the net amount invoiced. The City is liable for state, city, and county sales taxes but is exempt from Federal Excise Tax and will furnish exemption certificates upon request. All or any portion of the City sales tax returned to the City will be considered in the evaluation of proposals.

**3. Escalation.** An escalation factor is not allowed unless called for in this RFP. If escalation is allowed, proposer must notify the City in writing in the event of a decline in market price(s) below the proposal price. At that time, the City will make an adjustment in the Contract or may elect to re-solicit.

**4. Unit Price.** Unless the proposer clearly indicates that the price is based on consideration of being awarded the entire lot and that an adjustment to the price was made based on receiving the entire proposal, any difference between the unit price correctly extended and the total price shown for all items shall be offered shall be resolved in favor of the unit price.

## **C. EVALUATION OF PROPOSALS**

**1. Award.** The City shall evaluate each responsive proposal to determine which proposal offers the City the best value consistent with the evaluation criteria set forth herein. The proposer offering the lowest overall price will not necessarily be awarded a contract.

**2. Sustainable Materials.** Consistent with Council Policy 100-14, the City encourages use of readily recyclable submittal materials that contain post-consumer recycled content.

### **3. Evaluation Process.**

**3.1 Process for Award.** A City-designated evaluation committee (Evaluation Committee) will evaluate and score all responsive proposals. The Evaluation Committee may require proposer to provide additional written or oral information to clarify responses. Upon completion of the evaluation process, the Evaluation Committee will recommend to the Purchasing Agent that award be made to the proposer with the highest scoring proposal.

**3.2 Optional Interview/Oral Presentation.** The City may require proposers to interview and/or make an oral presentation.

### **3.3 Reserved.**

**3.4 Discussions/Negotiations.** The City has the right to accept the proposal that serves the best interest of the City, as submitted, without discussion or negotiation. Contractors should, therefore, not rely on having a chance to discuss, negotiate, and adjust their proposals. The City may negotiate the terms of a contract with the winning proposer based on the RFP and the proposer's proposal, or award the contract without further negotiation.

**3.5 Inspection.** The City reserves the right to inspect the proposer's equipment and facilities to determine if the proposer is capable of fulfilling this Contract. Inspection will include, but not limited to, survey of proposer's physical assets and financial capability. Proposer, by signing the proposal agrees to the City's right of access to physical assets and financial records for the sole purpose of determining proposer's capability to perform the Contract. Should the City conduct this inspection, the City reserves the right to disqualify a proposer who does not, in the City's judgment, exhibit the sufficient physical and financial resources to perform this Contract.

**3.6 Evaluation Criteria.** The following elements represent the evaluation criteria that will be considered during the evaluation process:

	MAXIMUM EVALUATION POINTS
<b>A. Responsiveness to the RFP.</b>	<b>20</b>
1. Requested information included and thoroughness of response	
2. Understanding of the project and ability to deliver as exhibited in the Executive Summary.	
3. Technical Aspects, on-line account management services.	
<b>B. Staffing Plan.</b>	<b>20</b>
1. Qualifications of personnel adequate for requirement	
2. Availability/Geographical location of personnel for required tasks	
3. Clearly defined Roles/Responsibilities of personnel	
4. Documentation proof for Staff who have passed/cleared any security background checks	
<b>C. Firm's Capability to provide the services and expertise and Past Performance.</b>	<b>35</b>
1. Relevant experience of the Firm and subcontractors	
2. Previous relationship of firm and subcontractors on similar projects	
3. Specific experience installing and monitoring security systems.	
4. Quality of on-line account management services.	
5. Location in the general geographical area of the project and knowledge of the locality of the Project	
6. Past/Prior Performance	
7. Capacity/Capability to meet The City of San Diego needs in a timely manner	
8. Reference checks	
<b>D. Price.</b>	<b>25</b>
SUB TOTAL MAXIMUM EVALUATION POINTS:	
	<b>100</b>
<b>F. Participation by Small Local Business Enterprise (SLBE) or Emerging Local Business Enterprise (ELBE) Firms*</b>	<b>12</b>
FINAL MAXIMUM EVALUATION POINTS INCLUDING SLBE/ELBE:	
	<b>112</b>

\*The City shall apply a maximum of an additional 12 percentage points to the proposer's final score for SLBE OR ELBE participation. Refer to Equal Opportunity Contracting Form, Section V.

## D. ANNOUNCEMENT OF AWARD

**1. Award of Contract.** The City will inform all proposers of its intent to award a Contract in writing.

**2. Obtaining Proposal Results.** No solicitation results can be obtained until the City announces the proposal or proposals best meeting the City's requirements. Proposal results may be obtained by: (1) e-mailing a request to the City Contact identified on the eBidding System or (2) visiting the P&C eBidding System to review the proposal results. To ensure an accurate response, requests should reference the Solicitation Number. Proposal results will not be released over the phone.

**3. Multiple Awards.** City may award more than one contract by awarding separate items or groups of items to various proposers. Awards will be made for items, or combinations of items, which result in the lowest aggregate price and/or best meet the City's requirements. The additional administrative costs associated with awarding more than one Contract will be considered in the determination.

**E. PROTESTS.** The City's protest procedures are codified in Chapter 2, Article 2, Division 30 of the San Diego Municipal Code (SDMC). These procedures provide unsuccessful proposers with the opportunity to challenge the City's determination on legal and factual grounds. The City will not consider or otherwise act upon an untimely protest.

**F. SUBMITTALS REQUIRED UPON NOTICE TO PROCEED.** The successful proposer is required to submit the following documents to P&C **within ten (10) business days** from the date on the Notice to Proceed letter:

**1. Insurance Documents.** Evidence of all required insurance, including all required endorsements, as specified in Article VII of the General Contract Terms and Provisions.

**2. Taxpayer Identification Number.** Internal Revenue Service (IRS) regulations require the City to have the correct name, address, and Taxpayer Identification Number (TIN) or Social Security Number (SSN) on file for businesses or persons who provide goods or services to the City. This information is necessary to complete Form 1099 at the end of each tax year. To comply with IRS regulations, the City requires each Contractor to provide a Form W-9 prior to the award of a Contract.

**3. Business Tax Certificate.** Unless the City Treasurer determines a business is exempt, all businesses that contract with the City must have a current business tax certificate.

**4. Reserved.**

**5. Reserved.**

The City may find the proposer to be non-responsive and award the Contract to the next highest scoring responsible and responsive proposer if the apparent successful proposer fails to timely provide the required information or documents.



**EXHIBIT B**  
**SCOPE OF WORK**

**A. SPECIFICATIONS**

1. SCOPE OF WORK

Provide the City of San Diego with Fire Alarm and Security Monitoring of unauthorized entry, exit activity at various Parks and Recreation facilities including, but not limited to, recreation centers, pools, facilities, skate parks and golf courses. The contract shall include routine maintenance and preventative maintenance work as required to maintain all systems operational.

It is highly desirable that the contractor provide secure online access to all account features to include the ability to remotely access accounts to add or delete authorized users, create/change passwords/codes, submit service requests, access opening/closing reports, and download routine reports.

2. INTRUSION EQUIPMENT

Should preventative maintenance require any work and/or replacement of existing equipment, the new equipment shall include a communication system that includes, but not limited to, an alpha numeric keypad, enclosures, control panel, back-up power/batteries, connections to all door/window sensors and motion detector sensors, all hardware, conduit, and wiring and access via a land line or cellular telephone service as needed.

3. REQUIREMENTS/EXPERIENCE

These specifications recognize the importance of complete system operation. The following are also required for the selected bidder:

- a. Proven experience in security monitoring business.
- b. Prompt delivery and professional installation of equipment as specified.
- c. Twenty-four (24) hour alarm monitoring. Year-round, (365 days a year) including holidays.
- d. The Bidder shall have the capabilities to interpret alarm situations and take immediate action to dispatch the appropriate authorities.

4. ARMING DEVICE

City staff shall have the capabilities of arming and disarming the systems. The systems shall allow either four (4) or five (5) digit personnel verification back to the central station via the keypad.

- a. Each keypad has the capacity for 20-30 individual user four-digit access codes.
  - b. Any replacement keypad shall have the ability to initiate a duress code or (911).
  - c. Each facility shall have one (1) discreet building code that is universal and will work at all facilities. This code will solely be used by the City of San Diego Facilities Division to access the building outside of the hours of operations to perform emergency or miscellaneous work and/or repairs.
  - d. When an alarm is triggered, the contractor shall contact the City of San Diego Police Department and the City's Work Control (Station 38) at 619-527-7663 or 619-527-7660.
5. SERVICE AND REPAIR RESPONSE REQUIREMENTS
- a. Contract pricing shall be inclusive of preventative maintenance parts and labor, such as battery replacement, etc. to maintain all systems operational at no additional cost.
  - b. The City Contract Administrator must authorize all additional work and expenses related to the replacement of primary equipment, prior to work being performed. Contractor quotes for materials and labor must be consistent with Section E of the Pricing Pages (Installation of Intrusion Monitoring Equipment).
  - c. Contractor shall provide a twenty-four (24) hour toll free number for technical support.
  - d. Non-Emergency Callout- Contractor's response for a service technician shall be within four (4) hours from the time the service request is called in to customer support and/or notification of remote service activation is received at no additional cost to the City.
  - e. Emergency Callout - Contractor's response for a service technician shall be within two (2) hours from the time the service is called in to customer support at no additional cost to the City.

6. MODIFICATIONS OF ACCESS CODES

Changes to all accounts including accessing reports, adding new users, deleting users and/or modifying access codes shall be made only by authorized division liaisons as follows:

Community Parks I Division – Denise Wright, 619-235-1131,  
[DWright@sandiego.gov](mailto:DWright@sandiego.gov)

Community Parks II Division – Maria Popoca, 619-235-5205,  
[MPopoca@sandiego.gov](mailto:MPopoca@sandiego.gov)

Administrative Services Division – Rosa Abrego, 619-235-5244,  
[RAbrego@sandiego.gov](mailto:RAbrego@sandiego.gov)

Golf Division – Ed Drobnicki, 858-581-7868,  
[Edrobnicki@sandiego.gov](mailto:Edrobnicki@sandiego.gov)

7. ACCOUNT MANAGEMENT AND REPORTS

Contractor shall provide secure online access for account management. The system shall include the ability for the Division liaison to remotely access account activity, access and download opening/closing reports and lists of users/security codes, add or delete authorized users and create/change passwords/codes, and submit service requests.

Contractors that do not have online access for account management may provide a detailed proposal of the company's account management services. This information will be evaluated to determine whether the services meets the service requirements of the department. These requirements include the ability to receive timely, regularly scheduled access reports for all facilities and the ability to quickly change access for authorized users and to add authorized users.

8. REPORTING

Every Monday, a weekly report of activity for each service location shall be sent via email to the designated Area Manager, Center Director and Division liaison for that location. All reports shall include the site name, date range for the report, employee name with date and time of opening and closing for each day.

9. HOURS

Majority of recreation centers are open weekdays between the hours of 11:00 AM and 8:00 PM and are closed most holidays. Weekend operations are primarily 9:00 AM until 3:00 PM. These hours can vary by location and are subject to change throughout the year. Golf courses are open 365 days a year and hours are normally 4:30 AM – dusk.

10. WARRANTY

All equipment for routine maintenance and preventative maintenance work shall be fully guaranteed. This guarantee shall become effective on the date performed. When in normal operation, if the equipment is found to be below manufacturers' specification, preventative maintenance and/or replacement of equipment shall be provided. Preventative maintenance work shall be started within twenty-four (24) hours and completed without delay.

**B. DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) REGISTRATION NUMBER.** Per Section II.A.9:

	Registration No.	Expiration Date	Name
DIR Registration No.			

**C. LICENSES.** To perform the work described in this solicitation, proposers must hold a current **C7- Low Voltage System Contractor** or **C10-Electrical Contractor** license required.

	License Number	Expiration Date	Name
State of California Contractor's License	Class: No.:		

Any proposer holding a different license who feels qualified to bid on this work must notify the City Contact in writing at least seven (7) days prior to the bid closing. After a thorough review of the proposed license substitution, the City will inform the proposer, in writing, of its decision prior to the bid closing. The City's decision is final.

**D. CONTRACT ADMINISTRATOR.** Contractor shall provide the Services under the direction of a designated representative of the Department as follows:

Community Parks I Division – Denise Wright, 619-235-1131,  
[DWright@sanidiego.gov](mailto:DWright@sanidiego.gov)

Community Parks II Division – Maria Popoca, 619-235-5205,  
[MPopoca@sanidiego.gov](mailto:MPopoca@sanidiego.gov)

Administrative Services Division – Rosa Abrego, 619-235-5244,  
[RAbrego@sanidiego.gov](mailto:RAbrego@sanidiego.gov)

Golf Division – Ed Drobnicki, 858-581-7868,  
[Edrobnicki@sanidiego.gov](mailto:Edrobnicki@sanidiego.gov)

**PRICING PAGES**

Contractor must bid on all items contained in these sections to be considered for award.

**A. COMMUNITY PARKS I DIVISION MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Allied Gardens Recreation Center 5155 Greenbrier Avenue San Diego, CA 92120 619-235-1129	CADDX 8980E		\$	\$
2.	12	EA	Cabrillo Recreation Center 3051 Canon Street San Diego, CA 92106 619-531-1534	CADDX 8980 4x2/ 8600 Format		\$	\$
3.	12	EA	Cadman Recreation Center 4280 Avati Drive San Diego, CA 92117 619-581-9929	CADDX8980 4x2/ 8600 Format		\$	\$
4.	12	EA	Canyonside Recreation Center 12350 Black Mountain Road San Diego, CA 92129 858-538-8131	CADDX NX8E SIA	FIRELITE	\$	\$
5.	12	EA	Carmel Mountain Ranch Rec Center 10152 Rancho Carmel Drive San Diego, CA 92128 858-538-8100	CADDX NX8E SIA	DMP XR5	\$	\$
6.	12	EA	Carmel Valley Recreation Center 3777 Townsgate Drive 12600 El Camino Real 858-552-1616	RADIONICS 9112	MXL-IQ	\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
7.	12	EA	Doyle Recreation Center 8175 Regents Road San Diego, CA 92122 858-553-1612	CADDX8980 4x2/ 8600 Format	MS-4424B Firelight Alarms	\$	\$
8.	12	EA	Hilltop Recreation Center 9711 Oviedo Way San Diego, CA 92129 858-538-8198	CADDX NX8E SIA		\$	\$
9.	12	EA	Kearny Mesa Recreation Center 3170 Armstrong Street San Diego, CA 92111 858-573-1387	CADDX 8980 4x2/ 8600 Format		\$	\$
10.	12	EA	La Jolla Recreation Center 615 Prospect Street San Diego, CA 92037 858-552-1658	CADDX 8980 4x2/ 8600 Format		\$	\$
11.	12	EA	Linda Vista Gym 7064 Levant Street San Diego, CA 92111 858-573-1392	CADDX 8980E		\$	\$
12.	12	EA	Linda Vista Recreation Center 7064 Levant Street San Diego, CA 92111 858-573-1392	CADDX 8980E		\$	\$
13.	12	EA	Lopez Ridge Recreation Center 7245 Calle Cristobal San Diego, CA 92126 858-538-8171	CADDX NX8E SIA		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
14.	12	EA	Mira Mesa Recreation Center 8575 New Salem Street San Diego, CA 92126 858-538-8122	CADDX 8980 4x2/ 8600 Format		\$	\$
15.	12	EA	Nobel Recreation Center 8810 Judicial Drive San Diego, CA 92122 858-552-1626	DMP 200XR	NOTIFIER	\$	\$
16.	12	EA	N. Clairemont Recreation Center 4421 Bannock Avenue San Diego, CA 92117 858-581-9926	CADDX 8980 4x2/ 8600 Format		\$	\$
17.	12	EA	Ocean Air Recreation Center 4770 Fairport Way San Diego, CA 92130 858-552-1687	DSC MAYSYS 4020	NOTIFIER NF W50	\$	\$
18.	12	EA	Ocean Beach Recreation Center 4726 Santa Monica Avenue San Diego, CA 92107 619-531-1527	CADDX 8980 4x2/ 8600 Format		\$	\$
19.	12	EA	Pacific Beach Recreation Center 1405 Diamond Street San Diego, CA 92109 858-581-9927	DSC 3000 V7.7		\$	\$
20.	12	EA	Pacific Highlands Ranch Rec Center 5977 Village Center Loop Road, San Diego, CA 92130	DNT XR-150-N	Honeywell S3 Series	\$	\$
21.	12	EA	Rancho Bernardo Recreation Center 18448 W. Bernardo Drive San Diego, CA 92127 858-538-8129	CADDX NX8E SIA	Firealarm 6000	\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
22.	12	EA	Robb Field Recreation Center 2525 Bacon Street San Diego, CA 92107 619-531-1563	CADDX NX8E SIA		\$	\$
23.	12	EA	San Carlos Recreation Center 6445 Lake Badin San Diego, CA 92119 619-527-3443	CADDX 8980 4x2/ 8600 Format		\$	\$
24.	12	EA	Santa Clara Recreation Center 1008 Santa Clara Place San Diego, CA 92109 858-581-9928	CADDX 8980 4x2/ 8600 Format		\$	\$
25.	12	EA	Scripps Ranch Recreation Center 11454 Blue Cypress Drive San Diego, CA 92131 858-538-8085	SIMPLEX	RADION 7412	\$	\$
26.	12	EA	Serra Mesa Recreation Center 9020 Village Glen Drive San Diego, CA 92123 858-573-1408	CADDX NX8E SIA		\$	\$
27.	12	EA	South Clairemont Recreation Center 3605 Clairemont Drive San Diego, CA 92117 858-581-9924	CADDX 8980 4x2/ 8600 Format		\$	\$
28.	12	EA	Standley Recreation Center 3585 Governor Drive San Diego, CA 92122 858-552-1652	CADDX NX8E SIA		\$	\$



Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost	
29.	12	EA	Tecolote Recreation Center 4675 Tecolote Road San Diego, CA 92110 858-581-9930	CADDX 8980 4x2/ 8600 Format		\$	\$	
30.	12	EA	Tierrasanta Recreation Center 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	CADDX 8980 4x2/ 8600 Format	Silent Knight 5107 4X2 Format	\$	\$	
31.	12	EA	Tierrasanta Recreation Center 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	RADIONICS 7212/7412/9112/ 9412		\$	\$	
<b>TOTAL A:</b>							\$	

**B. COMMUNITY PARKS 2 DIVISION MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Adams Recreation Center 3491 Adams Avenue San Diego, CA 92117 619-235-1149	DMP XT50		\$	\$
2.	12	EA	Allied Gardens Pool 6707 Glenroy Street San Diego, CA 92120 619-235-1143	DMP XT50		\$	\$
3.	12	EA	Azalea Recreation Center 2596 Violet Street San Diego, CA 92105 619-235-1162	DMP XT50		\$	\$
4.	12	EA	Bay Bridge Community Center 1960 National Avenue San Diego, CA 92113 619-235-1127	DMP XR 150L	FCI 7200	\$	\$
5.	12	EA	Bay Terrace Community Park 7373 Tooma Street San Diego, CA 92139 619-527-3419	DMP XT50		\$	\$
6.	12	EA	Bay Terrace Comm Park-Maintenance 7373 Tooma Street San Diego, CA 92139 619-527-3419	DMP XT 50			
7.	12	EA	Bay Terrace Senior Center 7445 Tooma St., San Diego, CA 92139 619-527-3419	DMP XT 50			
8	12	EA	Bud Kearns Memorial Pool 2229 Morley Field San Diego, CA 92101 619-692-4920	DMP XT50		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
9.	12	EA	Carmel Valley Pool 3777 Townsgate Drive San Diego, CA 92130 858-552-1623	CADDX NX8E		\$	\$
10.	12	EA	Cesar Chavez Community Center 455 Sycamore Road San Diego, CA 92173 619-424-0464	CADDX NX8E		\$	\$
11.	12	EA	Cesar Solis Recreation Center San Diego, CA 92173	DMP XT50		\$	\$
12.	12	EA	City Heights Recreation and Swim Center 4380 Landis Street San Diego, CA 92105 619-641-6125	CADDX NX8E		\$	\$
13.	12	EA	Clairemont Pool 3605 Clairemont Drive San Diego, CA 92117 858-581-9923	CADDX NX8E		\$	\$
14.	12	EA	Colina del Sol Pool 4150 54 <sup>th</sup> Place San Diego, CA 92115 619-235-1147	CADDX NX8E		\$	\$
15.	12	EA	Colina del Sol Recreation Center 5319 Orange Ave San Diego, CA 92115 619-235-1144	CADDX 8980E		\$	\$
16.	12	EA	Encanto Recreation Center 6508 Wunderlin Avenue San Diego, CA 92114 619-527-3411	CADDX NX8E		\$	\$
17.	12	EA	Golden Hill Recreation Center 2600 Golf Course Drive San Diego, CA 92102 619-235-1138	DMP XT50		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
18.	12	EA	Kearny Mesa Pool 3170 Armstrong Street San Diego, CA 92111 858-573-3189	DMP XT50		\$	\$
19.	12	EA	Martin Luther King Jr. Pool 6401 Skyline Drive San Diego, CA 92114 619-262-9388	CADDX NX8E		\$	\$
20.	12	EA	Martin Luther King Jr. Recreation Center 6401 Skyline Drive San Diego, CA 92114 619-527-3415	DMP XT50		\$	\$
21.	12	EA	Memorial Pool 2902 Marcy Avenue San Diego, CA 92113 619-235-1139	DMP XT50		\$	\$
22.	12	EA	Memorial Recreation Center 2902 Marcy Avenue San Diego, CA 92113 619235-1125	CADDX NX8E		\$	\$
23.	12	EA	Memorial Senior Center 610 S. 30 <sup>th</sup> Street San Diego, CA 92113 619-235-1141	CADDX NX8E		\$	\$
24.	12	EA	Mid-City Gym 4302 Landis Street San Diego, CA 92105 619-516-3082	DMP XT 50		\$	\$
25.	12	EA	Montgomery-Waller Recreation Center 3020 Coronado Avenue, San Diego, CA 92154 619-424-0466	CADDX NX8E		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
26.	12	EA	Mount Hope Cemetery-Administration 3751 Market Street San Diego, CA 92102 619-527-5473	DMP XT50		\$	\$
27.	12	EA	Mount Hope Cemetery-Maintenance Bldg. 3751 Market Street San Diego, CA 92102 619-527-5473	DMP XR 6		\$	\$
28.	12	EA	Mountain View Recreation Center 641 S Boundary Street San Diego, CA 92113 619-527-3417	RADION 7412		\$	\$
29.	12	EA	Mountain View Teen Center 551 S 40 <sup>th</sup> Street San Diego, CA 92113 619-527-3417	CADDX 8980E		\$	\$
30.	12	EA	Paradise Hills Recreation Center 6610 Potomac Street San Diego, CA 92139 619-527-3419	DMP XT50		\$	\$
31.	12	EA	Park de la Cruz Community Center 3901 Landis Street San Diego, CA 92105	DMP XR 550		\$	\$
32.	12	EA	Park de la Cruz Gymnasium 3901 Landis Street San Diego, CA 92105 619-516-3141	DMP XT50		\$	\$
33.	12	EA	Penn Athletic Field Recreation Center 2555 Dusk Drive San Diego, CA 92139 619-527-3458	DMP XT50		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
34.	12	EA	Presidio Recreation Center 2811 Jackson Street San Diego, CA 92110 619-692-4918	DMP XT50		\$	\$
35.	12	EA	Robert Egger/South Bay Recreation 1885 Coronado Avenue San Diego, CA 92154 619-424-0470	CADDX NX8E		\$	\$
36.	12	EA	San Ysidro Community Activity Center 179 Diza Road San Diego, CA 92173 619-424-0472	CADDX NX8E		\$	\$
37.	12	EA	San Ysidro Senior Center 125 E Park Avenue San Diego, CA 92173 619-424-0472	CADDX NX8E		\$	\$
38.	12	EA	Silver Wing Recreation Center 3737 Arey Drive San Diego, CA 92154 619-424-0470	DMP XT50		\$	\$
39.	12	EA	Skyline Recreation Center 8285 Skyline Drive San Diego, CA 92114 619-527-3486	DMP XT50		\$	\$
40.	12	EA	Southcrest Recreation Center 4149 Newton Street San Diego, CA 92113 619-537-3413	CADDX NX8E		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
41.	12	EA	Southcrest Teen Center 4149 Newton Street San Diego, CA 92113 619-537-3413	CADDX NX8E		\$	\$
42.	12	EA	Stockton Recreation Center 330 32 <sup>nd</sup> Street San Diego, CA 92102 619-235-1163	DMP XT50		\$	\$
43.	12	EA	Swanson Memorial Pool 3585 Governor Drive San Diego, CA 92122 858-552-1653	DMP XT50		\$	\$
44.	12	EA	Tierrasanta Pool 11220 Clairemont Mesa Blvd San Diego, CA 92124 858-573-1393	CADDX NX8E		\$	\$
45.	12	EA	Villa Montezuma Historical Museum 1925 K Street San Diego, CA 92102	DMP XT50	DMP XR150FC	\$	\$
46.	12	EA	Vista Terrace Pool 301 Athey Avenue San Diego, CA 92173 619-424-0469	DMP XT50		\$	\$
47.	12	EA	Willie Henderson Sports Center 1035 S. 45 <sup>th</sup> Street San Diego, CA 92113 619-527-3407	CADDX 8980E		\$	\$
						<b>TOTAL B:</b>	\$

**C. ADMINISTRATIVE SERVICES MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Balboa Park Club 2150 Pan American Plaza San Diego, CA 92101	Radionics D7412		\$	\$
<b>Total C:</b>							\$



**D. GOLF OPERATIONS DIVISION MONITORING SERVICES**

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
1.	12	EA	Balboa Park Golf Course – Clubhouse 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$	\$
2.	12	EA	Balboa Park Golf Course – Pro Shop 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$	\$
3.	12	EA	Balboa Park Golf Course – Cart Barn A – Putting Green 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$	\$
4.	12	EA	Balboa Park Golf Course – Cart Barn B – Below Club House 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$	\$
5.	12	EA	Balboa Park Golf Course – 18 Hole Maintenance Building 2600 Golf Course Drive San Diego, CA 92102 619-235-1184	DMP XT50		\$	\$
6.	12	EA	Mission Bay Golf Course – Administrative Offices – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	DMP XT50D		\$	\$

Item No.	Est. Qty.	U/M	Description	Keypad/Camera Units	Fire Alarm	Monitoring Service Per Month	Annual Cost
7.	12	EA	Mission Bay Golf Course – Club House – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$	\$
8.	12	EA	Mission Bay Golf Course – Cart Storage – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$	\$
9.	12	EA	Mission Bay Golf Course – Maintenance Building – 2702 N. Mission Bay Drive San Diego, CA 92109 858-581-7880	PC5010		\$	\$
10.	12	EA	Torrey Pines Golf Course – Administrative Offices & Starter Booth – 11480 N. Torrey Pines Road La Jolla, CA 92037 858-552-1662	DMP XT50		\$	\$
11.	12	EA	Torrey Pines Golf Course – Maintenance Building – 11480 N. Torrey Pines Road La Jolla, CA 92037 858-552-1662	DMP XT50		\$	\$
						<b>Total D:</b>	\$

**E. UNIT PRICING - FOR INTRUSION EQUIPMENT REQUIRING PREVENTATIVE REPAIR/REPLACEMENT**

<b>Item No.</b>	<b>Description</b>	<b>Replacement Equipment</b>	<b>Materials Cost</b>	<b># of Hours Labor</b>	<b>Labor Rate</b>	<b>Total Labor (# of Labor Hours X Labor Rate)</b>	<b>Total Cost (Total Labor + Materials Cost)</b>
1.	(1) Communicator Kit which includes control panel, transformer, plug-in communicator, cell back up and alpha numeric keypad		\$		\$	\$	\$
2.	(1) Alpha Numeric Keypad		\$		\$	\$	\$
3.	(1) 8 Input Module		\$		\$	\$	\$
4.	(1) Standard Motion Detector		\$		\$	\$	\$
5.	(1) 40ft. by 40ft. Motion Detector		\$		\$	\$	\$
6.	(1) 3/4" Over Head Door Contact		\$		\$	\$	\$
7.	(1) 3/4" Recessed Steel Door Contact		\$		\$	\$	\$
8.	(1) Battery		\$		\$	\$	\$
<b>TOTAL E:</b>							\$

<b>PRICING SUMMARY</b>
<b>TOTAL A: \$</b>
<b>TOTAL B: \$</b>
<b>TOTAL C: \$</b>
<b>TOTAL D: \$</b>
<b>TOTAL E: \$</b>
<b>GRAND TOTAL (A-E): \$</b>



**THE CITY OF SAN DIEGO**  
**GENERAL CONTRACT TERMS AND PROVISIONS**  
**APPLICABLE TO GOODS, SERVICES, AND CONSULTANT CONTRACTS**

**ARTICLE I**  
**SCOPE AND TERM OF CONTRACT**

**1.1 Scope of Contract.** The scope of contract between the City and a provider of goods and/or services (Contractor) is described in the Contract Documents. The Contract Documents are comprised of the Request for Proposal, Invitation to Bid, or other solicitation document (Solicitation); the successful bid or proposal; the letter awarding the contract to Contractor; the City's written acceptance of exceptions or clarifications to the Solicitation, if any; and these General Contract Terms and Provisions.

**1.2 Effective Date.** A contract between the City and Contractor (Contract) is effective on the last date that the contract is signed by the parties and approved by the City Attorney in accordance with Charter section 40. Unless otherwise terminated, this Contract is effective until it is completed or as otherwise agreed upon in writing by the parties, whichever is the earliest. A Contract term cannot exceed five (5) years unless approved by the City Council by ordinance.

**1.3 Contract Extension.** The City may, in its sole discretion, unilaterally exercise an option to extend the Contract as described in the Contract Documents. In addition, the City may, in its sole discretion, unilaterally extend the Contract on a month-to-month basis following contract expiration if authorized under Charter section 99 and the Contract Documents. Contractor shall not increase its pricing in excess of the percentage increase described in the Contract.

**ARTICLE II**  
**CONTRACT ADMINISTRATOR**

**2.1 Contract Administrator.** The Purchasing Agent or designee is the Contract Administrator for purposes of this Contract, and has the responsibilities described in this Contract, in the San Diego Charter, and in Chapter 2, Article 2, Divisions 5, 30, and 32.

**2.1.1 Contractor Performance Evaluations.** The Contract Administrator will evaluate Contractor's performance as often as the Contract Administrator deems necessary throughout the term of the contract. This evaluation will be based on criteria including the quality of goods or services, the timeliness of performance, and adherence to applicable laws, including prevailing wage and living wage. City will provide Contractors who receive an unsatisfactory rating with a copy of the evaluation and an opportunity to respond. City may consider final evaluations, including Contractor's response, in evaluating future proposals and bids for contract award.

**2.2 Notices.** Unless otherwise specified, in all cases where written notice is required under this Contract, service shall be deemed sufficient if the notice is personally delivered or deposited in the United States mail, with first class postage paid, attention to the Purchasing Agent. Proper notice is effective on the date of personal delivery or five (5) days after deposit in a United States postal mailbox unless provided otherwise in the Contract. Notices to the City shall be sent to:

Purchasing Agent  
City of San Diego, Purchasing and Contracting Division  
1200 3rd Avenue, Suite 200  
San Diego, CA 92101-4195

### ARTICLE III COMPENSATION

**3.1 Manner of Payment.** Contractor will be paid monthly, in arrears, for goods and/or services provided in accordance with the terms and provisions specified in the Contract.

**3.2 Invoices.**

**3.2.1 Invoice Detail.** Contractor's invoice must be on Contractor's stationary with Contractor's name, address, and remittance address if different. Contractor's invoice must have a date, an invoice number, a purchase order number, a description of the goods or services provided, and an amount due.

**3.2.2 Service Contracts.** Contractor must submit invoices for services to City by the 10<sup>th</sup> of the month following the month in which Contractor provided services. Invoices must include the address of the location where services were performed and the dates in which services were provided.

**3.2.3 Goods Contracts.** Contractor must submit invoices for goods to City within seven days of the shipment. Invoices must describe the goods provided.

**3.2.4 Parts Contracts.** Contractor must submit invoices for parts to City within seven calendar (7) days of the date the parts are shipped. Invoices must include the manufacturer of the part, manufacturer's published list price, percentage discount applied in accordance with Pricing Page(s), the net price to City, and an item description, quantity, and extension.

**3.2.5 Extraordinary Work.** City will not pay Contractor for extraordinary work unless Contractor receives prior written authorization from the Contract Administrator. Failure to do so will result in payment being withheld for services. If approved, Contractor will include an invoice that describes the work performed and the location where the work was performed, and a copy of the Contract Administrator's written authorization.

**3.2.6 Reporting Requirements.** Contractor must submit the following reports using the City's web-based contract compliance portal. Incomplete and/or delinquent reports may cause payment delays, non-payment of invoice, or both. For questions, please view the City's online tutorials on how to utilize the City's web-based contract compliance portal.

**3.2.6.1 Monthly Employment Utilization Reports.** Contractor and Contractor's subcontractors and suppliers must submit Monthly Employment Utilization Reports by the fifth (5<sup>th</sup>) day of the subsequent month.

**3.2.6.2 Monthly Invoicing and Payments.** Contractor and Contractor's subcontractors and suppliers must submit Monthly Invoicing and Payment Reports by the fifth (5<sup>th</sup>) day of the subsequent month.

**3.3 Annual Appropriation of Funds.** Contractor acknowledges that the Contract term may extend over multiple City fiscal years, and that work and compensation under this Contract is contingent on the City Council appropriating funding for and authorizing such work and compensation for those fiscal years. This Contract may be terminated at the end of the fiscal year for which sufficient funding is not appropriated and authorized. City is not obligated to pay Contractor for any amounts not duly appropriated and authorized by City Council.

**3.4 Price Adjustments.** Based on Contractor's written request and justification, the City may approve an increase in unit prices on Contractor's pricing pages consistent with the amount requested in the justification in an amount not to exceed the increase in the Consumer Price Index, San Diego Area, for All Urban Customers (CPI-U) as published by the Bureau of Labor Statistics, or 5.0%, whichever is less, during the preceding one year term. If the CPI-U is a negative number, then the unit prices shall not be adjusted for that option year (the unit prices will not be decreased). A negative CPI-U shall be counted against any subsequent increases in the CPI-U when calculating the unit prices for later option years. Contractor must provide such written request and justification no less than sixty days before the date in which City may exercise the option to renew the contract, or sixty days before the anniversary date of the Contract. Justification in support of the written request must include a description of the basis for the adjustment, the proposed effective date and reasons for said date, and the amount of the adjustment requested with documentation to support the requested change (e.g. CPI-U or 5.0%, whichever is less). City's approval of this request must be in writing.

#### **ARTICLE IV SUSPENSION AND TERMINATION**

**4.1 City's Right to Suspend for Convenience.** City may suspend all or any portion of Contractor's performance under this Contract at its sole option and for its convenience for a reasonable period of time not to exceed six (6) months. City must first give ten (10) days' written notice to Contractor of such suspension. City will pay to Contractor a sum equivalent to the reasonable value of the goods and/or services satisfactorily provided up to the date of suspension. City may rescind the suspension prior to or at six (6) months by providing Contractor with written notice of the rescission, at which time Contractor would be required to resume performance in compliance with the terms and provisions of this Contract. Contractor will be entitled to an extension of time to complete performance under the Contract equal to the length of the suspension unless otherwise agreed to in writing by the Parties.

**4.2 City's Right to Terminate for Convenience.** City may, at its sole option and for its convenience, terminate all or any portion of this Contract by giving thirty (30) days' written notice of such termination to Contractor. The termination of the Contract shall be effective upon receipt of the notice by Contractor. After termination of all or any portion of the Contract, Contractor shall: (1) immediately discontinue all affected performance (unless the notice directs otherwise); and (2) complete any and all additional work necessary for the orderly filing of



documents and closing of Contractor's affected performance under the Contract. After filing of documents and completion of performance, Contractor shall deliver to City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials created or received by Contractor in performing this Contract, whether completed or in process. By accepting payment for completion, filing, and delivering documents as called for in this section, Contractor discharges City of all of City's payment obligations and liabilities under this Contract with regard to the affected performance.

**4.3 City's Right to Terminate for Default.** Contractor's failure to satisfactorily perform any obligation required by this Contract constitutes a default. Examples of default include a determination by City that Contractor has: (1) failed to deliver goods and/or perform the services of the required quality or within the time specified; (2) failed to perform any of the obligations of this Contract; and (3) failed to make sufficient progress in performance which may jeopardize full performance.

**4.3.1** If Contractor fails to satisfactorily cure a default within ten (10) calendar days of receiving written notice from City specifying the nature of the default, City may immediately cancel and/or terminate this Contract, and terminate each and every right of Contractor, and any person claiming any rights by or through Contractor under this Contract.

**4.3.2** If City terminates this Contract, in whole or in part, City may procure, upon such terms and in such manner as the Purchasing Agent may deem appropriate, equivalent goods or services and Contractor shall be liable to City for any excess costs. Contractor shall also continue performance to the extent not terminated.

**4.4 Termination for Bankruptcy or Assignment for the Benefit of Creditors.** If Contractor files a voluntary petition in bankruptcy, is adjudicated bankrupt, or makes a general assignment for the benefit of creditors, the City may at its option and without further notice to, or demand upon Contractor, terminate this Contract, and terminate each and every right of Contractor, and any person claiming rights by and through Contractor under this Contract.

**4.5 Contractor's Right to Payment Following Contract Termination.**

**4.5.1 Termination for Convenience.** If the termination is for the convenience of City an equitable adjustment in the Contract price shall be made. No amount shall be allowed for anticipated profit on unperformed services, and no amount shall be paid for an as needed contract beyond the Contract termination date.

**4.5.2 Termination for Default.** If, after City gives notice of termination for failure to fulfill Contract obligations to Contractor, it is determined that Contractor had not so failed, the termination shall be deemed to have been effected for the convenience of City. In such event, adjustment in the Contract price shall be made as provided in Section 4.3.2. City's rights and remedies are in addition to any other rights and remedies provided by law or under this Contract.

**4.6 Remedies Cumulative.** City's remedies are cumulative and are not intended to be exclusive of any other remedies or means of redress to which City may be lawfully entitled in case of any breach or threatened breach of any provision of this Contract.

## **ARTICLE V ADDITIONAL CONTRACTOR OBLIGATIONS**

**5.1 Inspection and Acceptance.** The City will inspect and accept goods provided under this Contract at the shipment destination unless specified otherwise. Inspection will be made and acceptance will be determined by the City department shown in the shipping address of the Purchase Order or other duly authorized representative of City.

**5.2 Responsibility for Lost or Damaged Shipments.** Contractor bears the risk of loss or damage to goods prior to the time of their receipt and acceptance by City. City has no obligation to accept damaged shipments and reserves the right to return damaged goods, at Contractor's sole expense, even if the damage was not apparent or discovered until after receipt.

**5.3 Responsibility for Damages.** Contractor is responsible for all damage that occurs as a result of Contractor's fault or negligence or that of its' employees, agents, or representatives in connection with the performance of this Contract. Contractor shall immediately report any such damage to people and/or property to the Contract Administrator.

**5.4 Delivery.** Delivery shall be made on the delivery day specified in the Contract Documents. The City, in its sole discretion, may extend the time for delivery. The City may order, in writing, the suspension, delay or interruption of delivery of goods and/or services.

**5.5 Delay.** Unless otherwise specified herein, time is of the essence for each and every provision of the Contract. Contractor must immediately notify City in writing if there is, or it is anticipated that there will be, a delay in performance. The written notice must explain the cause for the delay and provide a reasonable estimate of the length of the delay. City may terminate this Contract as provided herein if City, in its sole discretion, determines the delay is material.

**5.5.1** If a delay in performance is caused by any unforeseen event(s) beyond the control of the parties, City may allow Contractor to a reasonable extension of time to complete performance, but Contractor will not be entitled to damages or additional compensation. Any such extension of time must be approved in writing by City. The following conditions may constitute such a delay: war; changes in law or government regulation; labor disputes; strikes; fires, floods, adverse weather or other similar condition of the elements necessitating cessation of the performance; inability to obtain materials, equipment or labor; or other specific reasons agreed to between City and Contractor. This provision does not apply to a delay caused by Contractor's acts or omissions. Contractor is not entitled to an extension of time to perform if a delay is caused by Contractor's inability to obtain materials, equipment, or labor unless City has received, in a timely manner, documentary proof satisfactory to City of Contractor's inability to obtain materials, equipment, or labor, in which case City's approval must be in writing.

**5.6 Restrictions and Regulations Requiring Contract Modification.** Contractor shall immediately notify City in writing of any regulations or restrictions that may or will require Contractor to alter the material, quality, workmanship, or performance of the goods and/or services to be provided. City reserves the right to accept any such alteration, including any resulting reasonable price adjustments, or to cancel the Contract at no expense to the City.

**5.7 Warranties.** All goods and/or services provided under the Contract must be warranted by Contractor or manufacturer for at least twelve (12) months after acceptance by City, except automotive equipment. Automotive equipment must be warranted for a minimum of 12,000 miles or 12 months, whichever occurs first, unless otherwise stated in the Contract. Contractor is responsible to City for all warranty service, parts, and labor. Contractor is required to ensure that warranty work is performed at a facility acceptable to City and that services, parts, and labor are available and provided to meet City's schedules and deadlines. Contractor may establish a warranty service contract with an agency satisfactory to City instead of performing the warranty service itself. If Contractor is not an authorized service center and causes any damage to equipment being serviced, which results in the existing warranty being voided, Contractor will be liable for all costs of repairs to the equipment, or the costs of replacing the equipment with new equipment that meets City's operational needs.

**5.8 Industry Standards.** Contractor shall provide goods and/or services acceptable to City in strict conformance with the Contract. Contractor shall also provide goods and/or services in accordance with the standards customarily adhered to by an experienced and competent provider of the goods and/or services called for under this Contract using the degree of care and skill ordinarily exercised by reputable providers of such goods and/or services. Where approval by City, the Mayor, or other representative of City is required, it is understood to be general approval only and does not relieve Contractor of responsibility for complying with all applicable laws, codes, policies, regulations, and good business practices.

**5.9 Records Retention and Examination.** Contractor shall retain, protect, and maintain in an accessible location all records and documents, including paper, electronic, and computer records, relating to this Contract for five (5) years after receipt of final payment by City under this Contract. Contractor shall make all such records and documents available for inspection, copying, or other reproduction, and auditing by authorized representatives of City, including the Purchasing Agent or designee. Contractor shall make available all requested data and records at reasonable locations within City or County of San Diego at any time during normal business hours, and as often as City deems necessary. If records are not made available within the City or County of San Diego, Contractor shall pay City's travel costs to the location where the records are maintained and shall pay for all related travel expenses. Failure to make requested records available for inspection, copying, or other reproduction, or auditing by the date requested may result in termination of the Contract. Contractor must include this provision in all subcontracts made in connection with this Contract.

**5.9.1** Contractor shall maintain records of all subcontracts entered into with all firms, all project invoices received from Subcontractors and Suppliers, all purchases of materials and services from Suppliers, and all joint venture participation. Records shall show name, telephone number including area code, and business address of each Subcontractor and Supplier, and joint venture partner, and the total amount actually paid to each firm. Project relevant records, regardless of tier, may be periodically reviewed by the City.

**5.10 Quality Assurance Meetings.** Upon City's request, Contractor shall schedule one or more quality assurance meetings with City's Contract Administrator to discuss Contractor's performance. If requested, Contractor shall schedule the first quality assurance meeting no later than eight (8) weeks from the date of commencement of work under the Contract. At the quality assurance meeting(s), City's Contract Administrator will provide Contractor with feedback, will note any deficiencies in Contract performance, and provide Contractor with an opportunity to address and correct such deficiencies. The total number of quality assurance meetings that may be required by City will depend upon Contractor's performance.

**5.11 Duty to Cooperate with Auditor.** The City Auditor may, in his sole discretion, at no cost to the City, and for purposes of performing his responsibilities under Charter section 39.2, review Contractor's records to confirm contract compliance. Contractor shall make reasonable efforts to cooperate with Auditor's requests.

**5.12 Safety Data Sheets.** If specified by City in the solicitation or otherwise required by this Contract, Contractor must send with each shipment one (1) copy of the Safety Data Sheet (SDS) for each item shipped. Failure to comply with this procedure will be cause for immediate termination of the Contract for violation of safety procedures.

**5.13 Project Personnel.** Except as formally approved by the City, the key personnel identified in Contractor's bid or proposal shall be the individuals who will actually complete the work. Changes in staffing must be reported in writing and approved by the City.

**5.13.1 Criminal Background Certification.** Contractor certifies that all employees working on this Contract have had a criminal background check and that said employees are clear of any sexual and drug related convictions. Contractor further certifies that all employees hired by Contractor or a subcontractor shall be free from any felony convictions.

**5.13.2 Photo Identification Badge.** Contractor shall provide a company photo identification badge to any individual assigned by Contractor or subcontractor to perform services or deliver goods on City premises. Such badge must be worn at all times while on City premises. City reserves the right to require Contractor to pay fingerprinting fees for personnel assigned to work in sensitive areas. All employees shall turn in their photo identification badges to Contractor upon completion of services and prior to final payment of invoice.

**5.14 Standards of Conduct.** Contractor is responsible for maintaining standards of employee competence, conduct, courtesy, appearance, honesty, and integrity satisfactory to the City.

**5.14.1 Supervision.** Contractor shall provide adequate and competent supervision at all times during the Contract term. Contractor shall be readily available to meet with the City. Contractor shall provide the telephone numbers where its representative(s) can be reached.

**5.14.2 City Premises.** Contractor's employees and agents shall comply with all City rules and regulations while on City premises.

**5.14.3 Removal of Employees.** City may request Contractor immediately remove from assignment to the City any employee found unfit to perform duties at the City. Contractor shall comply with all such requests.

**5.15 Licenses and Permits.** Contractor shall, without additional expense to the City, be responsible for obtaining any necessary licenses, permits, certifications, accreditations, fees and approvals for complying with any federal, state, county, municipal, and other laws, codes, and regulations applicable to Contract performance. This includes, but is not limited to, any laws or regulations requiring the use of licensed contractors to perform parts of the work.

**5.16 Contractor and Subcontractor Registration Requirements.** Prior to the award of the Contract or Task Order, Contractor and Contractor's subcontractors and suppliers must register with the City's web-based vendor registration and bid management system. The City may not award the Contract until registration of all subcontractors and suppliers is complete. In the event this requirement is not met within the time frame specified by the City, the City reserves the right to rescind the Contract award and to make the award to the next responsive and responsible proposer of bidder.

## **ARTICLE VI INTELLECTUAL PROPERTY RIGHTS**

**6.1 Rights in Data.** If, in connection with the services performed under this Contract, Contractor or its employees, agents, or subcontractors, create artwork, audio recordings, blueprints, designs, diagrams, documentation, photographs, plans, reports, software, source code, specifications, surveys, system designs, video recordings, or any other original works of authorship, whether written or readable by machine (Deliverable Materials), all rights of Contractor or its subcontractors in the Deliverable Materials, including, but not limited to publication, and registration of copyrights, and trademarks in the Deliverable Materials, are the sole property of City. Contractor, including its employees, agents, and subcontractors, may not use any Deliverable Material for purposes unrelated to Contractor's work on behalf of the City without prior written consent of City. Contractor may not publish or reproduce any Deliverable Materials, for purposes unrelated to Contractor's work on behalf of the City, without the prior written consent of the City.

**6.2 Intellectual Property Rights Assignment.** For no additional compensation, Contractor hereby assigns to City all of Contractor's rights, title, and interest in and to the content of the Deliverable Materials created by Contractor or its employees, agents, or subcontractors, including copyrights, in connection with the services performed under this Contract. Contractor

shall promptly execute and deliver, and shall cause its employees, agents, and subcontractors to promptly execute and deliver, upon request by the City or any of its successors or assigns at any time and without further compensation of any kind, any power of attorney, assignment, application for copyright, patent, trademark or other intellectual property right protection, or other papers or instruments which may be necessary or desirable to fully secure, perfect or otherwise protect to or for the City, its successors and assigns, all right, title and interest in and to the content of the Deliverable Materials. Contractor also shall cooperate and assist in the prosecution of any action or opposition proceeding involving such intellectual property rights and any adjudication of those rights.

**6.3 Contractor Works.** Contractor Works means tangible and intangible information and material that: (a) had already been conceived, invented, created, developed or acquired by Contractor prior to the effective date of this Contract; or (b) were conceived, invented, created, or developed by Contractor after the effective date of this Contract, but only to the extent such information and material do not constitute part or all of the Deliverable Materials called for in this Contract. All Contractor Works, and all modifications or derivatives of such Contractor Works, including all intellectual property rights in or pertaining to the same, shall be owned solely and exclusively by Contractor.

**6.4 Subcontracting.** In the event that Contractor utilizes a subcontractor(s) for any portion of the work that comprises the whole or part of the specified Deliverable Materials to the City, the agreement between Contractor and the subcontractor shall include a statement that identifies the Deliverable Materials as a “works for hire” as described in the United States Copyright Act of 1976, as amended, and that all intellectual property rights in the Deliverable Materials, whether arising in copyright, trademark, service mark or other forms of intellectual property rights, belong to and shall vest solely with the City. Further, the agreement between Contractor and its subcontractor shall require that the subcontractor, if necessary, shall grant, transfer, sell and assign, free of charge, exclusively to City, all titles, rights and interests in and to the Deliverable Materials, including all copyrights, trademarks and other intellectual property rights. City shall have the right to review any such agreement for compliance with this provision.

**6.5 Intellectual Property Warranty and Indemnification.** Contractor represents and warrants that any materials or deliverables, including all Deliverable Materials, provided under this Contract are either original, or not encumbered, and do not infringe upon the copyright, trademark, patent or other intellectual property rights of any third party, or are in the public domain. If Deliverable Materials provided hereunder become the subject of a claim, suit or allegation of copyright, trademark or patent infringement, City shall have the right, in its sole discretion, to require Contractor to produce, at Contractor’s own expense, new non-infringing materials, deliverables or works as a means of remedying any claim of infringement in addition to any other remedy available to the City under law or equity. Contractor further agrees to indemnify, defend, and hold harmless the City, its officers, employees and agents from and against any and all claims, actions, costs, judgments or damages, of any type, alleging or threatening that any Deliverable Materials, supplies, equipment, services or works provided under this contract infringe the copyright, trademark, patent or other intellectual property or proprietary rights of any third party (Third Party Claim of Infringement). If a Third Party Claim

of Infringement is threatened or made before Contractor receives payment under this Contract, City shall be entitled, upon written notice to Contractor, to withhold some or all of such payment.

**6.6 Software Licensing.** Contractor represents and warrants that the software, if any, as delivered to City, does not contain any program code, virus, worm, trap door, back door, time or clock that would erase data or programming or otherwise cause the software to become inoperable, inaccessible, or incapable of being used in accordance with its user manuals, either automatically, upon the occurrence of licensor-selected conditions or manually on command. Contractor further represents and warrants that all third party software, delivered to City or used by Contractor in the performance of the Contract, is fully licensed by the appropriate licensor.

**6.7 Publication.** Contractor may not publish or reproduce any Deliverable Materials, for purposes unrelated to Contractor's work on behalf of the City without prior written consent from the City.

**6.8 Royalties, Licenses, and Patents.** Unless otherwise specified, Contractor shall pay all royalties, license, and patent fees associated with the goods that are the subject of this solicitation. Contractor warrants that the goods, materials, supplies, and equipment to be supplied do not infringe upon any patent, trademark, or copyright, and further agrees to defend any and all suits, actions and claims for infringement that are brought against the City, and to defend, indemnify and hold harmless the City, its elected officials, officers, and employees from all liability, loss and damages, whether general, exemplary or punitive, suffered as a result of any actual or claimed infringement asserted against the City, Contractor, or those furnishing goods, materials, supplies, or equipment to Contractor under the Contract.

## **ARTICLE VII INDEMNIFICATION AND INSURANCE**

**7.1 Indemnification.** To the fullest extent permitted by law, Contractor shall defend (with legal counsel reasonably acceptable to City), indemnify, protect, and hold harmless City and its elected officials, officers, employees, agents, and representatives (Indemnified Parties) from and against any and all claims, losses, costs, damages, injuries (including, without limitation, injury to or death of an employee of Contractor or its subcontractors), expense, and liability of every kind, nature and description (including, without limitation, incidental and consequential damages, court costs, and litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, any goods provided or performance of services under this Contract by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or anyone that either of them control. Contractor's duty to defend, indemnify, protect and hold harmless shall not include any claims or liabilities arising from the sole negligence or willful misconduct of the Indemnified Parties.

**7.2 Insurance.** Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or

in connection with the performance of the work hereunder and the results of that work by Contractor, his agents, representatives, employees or subcontractors.

Contractor shall provide, at a minimum, the following:

**7.2.1 Commercial General Liability.** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury, and personal and advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

**7.2.2 Commercial Automobile Liability.** Insurance Services Office Form Number CA 0001 covering Code 1 (any auto) or, if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

**7.2.3 Workers' Compensation.** Insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

**7.2.4 Professional Liability (Errors and Omissions).** For consultant contracts, insurance appropriate to Consultant’s profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

If Contractor maintains broader coverage and/or higher limits than the minimums shown above, City requires and shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

**7.2.5 Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions:

**7.2.5.1 Additional Insured Status.** The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).



**7.2.5.2 Primary Coverage.** For any claims related to this contract, Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by City, its officers, officials, employees, or volunteers shall be excess of Contractor's insurance and shall not contribute with it.

**7.2.5.3 Notice of Cancellation.** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to City.

**7.2.5.4 Waiver of Subrogation.** Contractor hereby grants to City a waiver of any right to subrogation which the Workers' Compensation insurer of said Contractor may acquire against City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

**7.2.5.5 Claims Made Policies (applicable only to professional liability).** The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

**7.3 Self Insured Retentions.** Self-insured retentions must be declared to and approved by City. City may require Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

**7.4 Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-VI, unless otherwise acceptable to City.

City will accept insurance provided by non-admitted, "surplus lines" carriers only if the carrier is authorized to do business in the State of California and is included on the List of Approved Surplus Lines Insurers (LASLI list). All policies of insurance carried by non-admitted carriers are subject to all of the requirements for policies of insurance provided by admitted carriers described herein.

**7.5 Verification of Coverage.** Contractor shall furnish City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Contractor's obligation to provide them. City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

**7.6 Special Risks or Circumstances.** City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**7.7 Additional Insurance.** Contractor may obtain additional insurance not required by this Contract.

**7.8 Excess Insurance.** All policies providing excess coverage to City shall follow the form of the primary policy or policies including but not limited to all endorsements.

**7.9 Subcontractors.** Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage, subcontractors shall provide coverage with a format at least as broad as the CG 20 38 04 13 endorsement.

## **ARTICLE VIII BONDS**

**8.1 Payment and Performance Bond.** Prior to the execution of this Contract, City may require Contractor to post a payment and performance bond (Bond). The Bond shall guarantee Contractor's faithful performance of this Contract and assure payment to contractors, subcontractors, and to persons furnishing goods and/or services under this Contract.

**8.1.1 Bond Amount.** The Bond shall be in a sum equal to twenty-five percent (25%) of the Contract amount, unless otherwise stated in the Specifications. City may file a claim against the Bond if Contractor fails or refuses to fulfill the terms and provisions of the Contract.

**8.1.2 Bond Term.** The Bond shall remain in full force and effect at least until complete performance of this Contract and payment of all claims for materials and labor, at which time it will convert to a ten percent (10%) warranty bond, which shall remain in place until the end of the warranty periods set forth in this Contract. The Bond shall be renewed annually, at least sixty (60) days in advance of its expiration, and Contractor shall provide timely proof of annual renewal to City.

**8.1.3 Bond Surety.** The Bond must be furnished by a company authorized by the State of California Department of Insurance to transact surety business in the State of California and which has a current A.M. Best rating of at least "A-, VIII."

**8.1.4 Non-Renewal or Cancellation.** The Bond must provide that City and Contractor shall be provided with sixty (60) days' advance written notice in the event of non-renewal, cancellation, or material change to its terms. In the event of non-renewal, cancellation, or material change to the Bond terms, Contractor shall provide City with evidence of the new source of surety within twenty-one (21) calendar days after the date of the notice of non-renewal, cancellation, or material change. Failure to maintain the Bond, as required herein, in full force

and effect as required under this Contract, will be a material breach of the Contract subject to termination of the Contract.

**8.2 Alternate Security.** City may, at its sole discretion, accept alternate security in the form of an endorsed certificate of deposit, a money order, a certified check drawn on a solvent bank, or other security acceptable to the Purchasing Agent in an amount equal to the required Bond.

## **ARTICLE IX CITY-MANDATED CLAUSES AND REQUIREMENTS**

**9.1 Contractor Certification of Compliance.** By signing this Contract, Contractor certifies that Contractor is aware of, and will comply with, these City-mandated clauses throughout the duration of the Contract.

**9.1.1 Drug-Free Workplace Certification.** Contractor shall comply with City's Drug-Free Workplace requirements set forth in Council Policy 100-17, which is incorporated into the Contract by this reference.

**9.1.2 Contractor Certification for Americans with Disabilities Act (ADA) and State Access Laws and Regulations:** Contractor shall comply with all accessibility requirements under the ADA and under Title 24 of the California Code of Regulations (Title 24). When a conflict exists between the ADA and Title 24, Contractor shall comply with the most restrictive requirement (i.e., that which provides the most access). Contractor also shall comply with the City's ADA Compliance/City Contractors requirements as set forth in Council Policy 100-04, which is incorporated into this Contract by reference. Contractor warrants and certifies compliance with all federal and state access laws and regulations and further certifies that any subcontract agreement for this contract contains language which indicates the subcontractor's agreement to abide by the provisions of the City's Council Policy and any applicable access laws and regulations.

### **9.1.3 Non-Discrimination Requirements.**

**9.1.3.1 Compliance with City's Equal Opportunity Contracting Program (EOCP).** Contractor shall comply with City's EOCP Requirements. Contractor shall not discriminate against any employee or applicant for employment on any basis prohibited by law. Contractor shall provide equal opportunity in all employment practices. Prime Contractors shall ensure that their subcontractors comply with this program. Nothing in this Section shall be interpreted to hold a Prime Contractor liable for any discriminatory practice of its subcontractors.

**9.1.3.2 Non-Discrimination Ordinance.** Contractor shall not discriminate on the basis of race, gender, gender expression, gender identity, religion, national origin, ethnicity, sexual orientation, age, or disability in the solicitation, selection, hiring or treatment of subcontractors, vendors or suppliers. Contractor shall provide equal opportunity for subcontractors to participate in subcontracting opportunities. Contractor understands and agrees that violation of this clause shall be considered a material breach of the Contract and may result

in Contract termination, debarment, or other sanctions. Contractor shall ensure that this language is included in contracts between Contractor and any subcontractors, vendors and suppliers.

**9.1.3.3 Compliance Investigations.** Upon City's request, Contractor agrees to provide to City, within sixty calendar days, a truthful and complete list of the names of all subcontractors, vendors, and suppliers that Contractor has used in the past five years on any of its contracts that were undertaken within San Diego County, including the total dollar amount paid by Contractor for each subcontract or supply contract. Contractor further agrees to fully cooperate in any investigation conducted by City pursuant to City's Nondiscrimination in Contracting Ordinance. Contractor understands and agrees that violation of this clause shall be considered a material breach of the Contract and may result in Contract termination, debarment, and other sanctions.

**9.1.4 Equal Benefits Ordinance Certification.** Unless an exception applies, Contractor shall comply with the Equal Benefits Ordinance (EBO) codified in the San Diego Municipal Code (SDMC). Failure to maintain equal benefits is a material breach of the Contract.

**9.1.5 Contractor Standards.** Contractor shall comply with Contractor Standards provisions codified in the SDMC. Contractor understands and agrees that violation of Contractor Standards may be considered a material breach of the Contract and may result in Contract termination, debarment, and other sanctions.

**9.1.6 Noise Abatement.** Contractor shall operate, conduct, or construct without violating the City's Noise Abatement Ordinance codified in the SDMC.

**9.1.7 Storm Water Pollution Prevention Program.** Contractor shall comply with the City's Storm Water Management and Discharge Control provisions codified in Division 3 of Chapter 4 of the SDMC, as may be amended, and any and all applicable Best Management Practice guidelines and pollution elimination requirements in performing or delivering services at City owned, leased, or managed property, or in performance of services and activities on behalf of City regardless of location.

Contractor shall comply with the City's Jurisdictional Urban Runoff Management Plan encompassing Citywide programs and activities designed to prevent and reduce storm water pollution within City boundaries as adopted by the City Council on January 22, 2008, via Resolution No. 303351, as may be amended.

Contractor shall comply with each City facility or work site's Storm Water Pollution Prevention Plan, as applicable, and institute all controls needed while completing the services to minimize any negative impact to the storm water collection system and environment.

**9.1.8 Service Worker Retention Ordinance.** If applicable, Contractor shall comply with the Service Worker Retention Ordinance (SWRO) codified in the SDMC.

**9.1.9 Product Endorsement.** Contractor shall comply with Council Policy 000-41 which requires that other than listing the City as a client and other limited endorsements, any advertisements, social media, promotions or other marketing referring to the City as a user of a product or service will require prior written approval of the Mayor or designee. Use of the City Seal or City logos is prohibited.

**9.1.10 Business Tax Certificate.** Unless the City Treasurer determines in writing that a contractor is exempt from the payment of business tax, any contractor doing business with the City of San Diego is required to obtain a Business Tax Certificate (BTC) and to provide a copy of its BTC to the City before a Contract is executed.

**9.1.11 Equal Pay Ordinance.** Unless an exception applies, Contractor shall comply with the Equal Pay Ordinance codified in San Diego Municipal Code sections 22.4801 through 22.4809. Contractor shall certify in writing that it will comply with the requirements of the EPO.

**9.1.11.1 Contractor and Subcontract Requirement.** The Equal Pay Ordinance applies to any subcontractor who performs work on behalf of a Contractor to the same extent as it would apply to that Contractor. Any Contractor subject to the Equal Pay Ordinance shall require all of its subcontractors to certify compliance with the Equal Pay Ordinance in its written subcontracts.

## **ARTICLE X CONFLICT OF INTEREST AND VIOLATIONS OF LAW**

**10.1 Conflict of Interest Laws.** Contractor is subject to all federal, state and local conflict of interest laws, regulations, and policies applicable to public contracts and procurement practices including, but not limited to, California Government Code sections 1090, *et. seq.* and 81000, *et. seq.*, and the Ethics Ordinance, codified in the SDMC. City may determine that Contractor must complete one or more statements of economic interest disclosing relevant financial interests. Upon City's request, Contractor shall submit the necessary documents to City.

**10.2 Contractor's Responsibility for Employees and Agents.** Contractor is required to establish and make known to its employees and agents appropriate safeguards to prohibit employees from using their positions for a purpose that is, or that gives the appearance of being, motivated by the desire for private gain for themselves or others, particularly those with whom they have family, business or other relationships.

**10.3 Contractor's Financial or Organizational Interests.** In connection with any task, Contractor shall not recommend or specify any product, supplier, or contractor with whom Contractor has a direct or indirect financial or organizational interest or relationship that would violate conflict of interest laws, regulations, or policies.

**10.4 Certification of Non-Collusion.** Contractor certifies that: (1) Contractor's bid or proposal was not made in the interest of or on behalf of any person, firm, or corporation not identified; (2) Contractor did not directly or indirectly induce or solicit any other bidder or proposer to put in a sham bid or proposal; (3) Contractor did not directly or indirectly induce or

solicit any other person, firm or corporation to refrain from bidding; and (4) Contractor did not seek by collusion to secure any advantage over the other bidders or proposers.

**10.5 Hiring City Employees.** This Contract shall be unilaterally and immediately terminated by City if Contractor employs an individual who within the twelve (12) months immediately preceding such employment did in his/her capacity as a City officer or employee participate in negotiations with or otherwise have an influence on the selection of Contractor.

## **ARTICLE XI DISPUTE RESOLUTION**

**11.1 Mediation.** If a dispute arises out of or relates to this Contract and cannot be settled through normal contract negotiations, Contractor and City shall use mandatory non-binding mediation before having recourse in a court of law.

**11.2 Selection of Mediator.** A single mediator that is acceptable to both parties shall be used to mediate the dispute. The mediator will be knowledgeable in the subject matter of this Contract, if possible.

**11.3 Expenses.** The expenses of witnesses for either side shall be paid by the party producing such witnesses. All other expenses of the mediation, including required traveling and other expenses of the mediator, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise.

**11.4 Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. The discussions, statements, writings and admissions will be confidential to the proceedings (pursuant to California Evidence Code sections 1115 through 1128) and will not be used for any other purpose unless otherwise agreed by the parties in writing. The parties may agree to exchange any information they deem necessary. Both parties shall have a representative attend the mediation who is authorized to settle the dispute, though City's recommendation of settlement may be subject to the approval of the Mayor and City Council. Either party may have attorneys, witnesses or experts present.

**11.5 Mediation Results.** Any agreements resulting from mediation shall be memorialized in writing. The results of the mediation shall not be final or binding unless otherwise agreed to in writing by the parties. Mediators shall not be subject to any subpoena or liability, and their actions shall not be subject to discovery.

## **ARTICLE XII MANDATORY ASSISTANCE**

**12.1 Mandatory Assistance.** If a third party dispute or litigation, or both, arises out of, or relates in any way to the services provided to the City under a Contract, Contractor, its agents, officers, and employees agree to assist in resolving the dispute or litigation upon City's request. Contractor's assistance includes, but is not limited to, providing professional consultations,

attending mediations, arbitrations, depositions, trials or any event related to the dispute resolution and/or litigation.

**12.2 Compensation for Mandatory Assistance.** City will compensate Contractor for fees incurred for providing Mandatory Assistance. If, however, the fees incurred for the Mandatory Assistance are determined, through resolution of the third party dispute or litigation, or both, to be attributable in whole, or in part, to the acts or omissions of Contractor, its agents, officers, and employees, Contractor shall reimburse City for all fees paid to Contractor, its agents, officers, and employees for Mandatory Assistance.

**12.3 Attorneys' Fees Related to Mandatory Assistance.** In providing City with dispute or litigation assistance, Contractor or its agents, officers, and employees may incur expenses and/or costs. Contractor agrees that any attorney fees it may incur as a result of assistance provided under Section 12.2 are not reimbursable.

### **ARTICLE XIII MISCELLANEOUS**

**13.1 Headings.** All headings are for convenience only and shall not affect the interpretation of this Contract.

**13.2 Non-Assignment.** Contractor may not assign the obligations under this Contract, whether by express assignment or by sale of the company, nor any monies due or to become due under this Contract, without City's prior written approval. Any assignment in violation of this paragraph shall constitute a default and is grounds for termination of this Contract at the City's sole discretion. In no event shall any putative assignment create a contractual relationship between City and any putative assignee.

**13.3 Independent Contractors.** Contractor and any subcontractors employed by Contractor are independent contractors and not agents of City. Any provisions of this Contract that may appear to give City any right to direct Contractor concerning the details of performing or providing the goods and/or services, or to exercise any control over performance of the Contract, shall mean only that Contractor shall follow the direction of City concerning the end results of the performance.

**13.4 Subcontractors.** All persons assigned to perform any work related to this Contract, including any subcontractors, are deemed to be employees of Contractor, and Contractor shall be directly responsible for their work.

**13.5 Covenants and Conditions.** All provisions of this Contract expressed as either covenants or conditions on the part of City or Contractor shall be deemed to be both covenants and conditions.

**13.6 Compliance with Controlling Law.** Contractor shall comply with all applicable local, state, and federal laws, regulations, and policies. Contractor's act or omission in violation of applicable local, state, and federal laws, regulations, and policies is grounds for contract

termination. In addition to all other remedies or damages allowed by law, Contractor is liable to City for all damages, including costs for substitute performance, sustained as a result of the violation. In addition, Contractor may be subject to suspension, debarment, or both.

**13.7 Governing Law.** The Contract shall be deemed to be made under, construed in accordance with, and governed by the laws of the State of California without regard to the conflicts or choice of law provisions thereof.

**13.8 Venue.** The venue for any suit concerning solicitations or the Contract, the interpretation of application of any of its terms and conditions, or any related disputes shall be in the County of San Diego, State of California.

**13.9 Successors in Interest.** This Contract and all rights and obligations created by this Contract shall be in force and effect whether or not any parties to the Contract have been succeeded by another entity, and all rights and obligations created by this Contract shall be vested and binding on any party's successor in interest.

**13.10 No Waiver.** No failure of either City or Contractor to insist upon the strict performance by the other of any covenant, term or condition of this Contract, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this Contract, shall constitute a waiver of any such breach of such covenant, term or condition. No waiver of any breach shall affect or alter this Contract, and each and every covenant, condition, and term hereof shall continue in full force and effect without respect to any existing or subsequent breach.

**13.11 Severability.** The unenforceability, invalidity, or illegality of any provision of this Contract shall not render any other provision of this Contract unenforceable, invalid, or illegal.

**13.12 Drafting Ambiguities.** The parties acknowledge that they have the right to be advised by legal counsel with respect to the negotiations, terms and conditions of this Contract, and the decision of whether to seek advice of legal counsel with respect to this Contract is the sole responsibility of each party. This Contract shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Contract.

**13.13 Amendments.** Neither this Contract nor any provision hereof may be changed, modified, amended or waived except by a written agreement executed by duly authorized representatives of City and Contractor. Any alleged oral amendments have no force or effect. The Purchasing Agent must sign all Contract amendments.

**13.14 Conflicts Between Terms.** If this Contract conflicts with an applicable local, state, or federal law, regulation, or court order, applicable local, state, or federal law, regulation, or court order shall control. Varying degrees of stringency among the main body of this Contract, the exhibits or attachments, and laws, regulations, or orders are not deemed conflicts, and the most stringent requirement shall control. Each party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this Contract.



**13.15 Survival of Obligations.** All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with this Contract, as well as all continuing obligations indicated in this Contract, shall survive, completion and acceptance of performance and termination, expiration or completion of the Contract.

**13.16 Confidentiality of Services.** All services performed by Contractor, and any sub-contractor(s) if applicable, including but not limited to all drafts, data, information, correspondence, proposals, reports of any nature, estimates compiled or composed by Contractor, are for the sole use of City, its agents, and employees. Neither the documents nor their contents shall be released by Contractor or any subcontractor to any third party without the prior written consent of City. This provision does not apply to information that: (1) was publicly known, or otherwise known to Contractor, at the time it was disclosed to Contractor by City; (2) subsequently becomes publicly known through no act or omission of Contractor; or (3) otherwise becomes known to Contractor other than through disclosure by City.

**13.17 Insolvency.** If Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, Contractor agrees to furnish, by certified mail or electronic commerce method authorized by the Contract, written notification of the bankruptcy to the Purchasing Agent and the Contract Administrator responsible for administering the Contract. This notification shall be furnished within five (5) days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of City contract numbers and contracting offices for all City contracts against which final payment has not been made. This obligation remains in effect until final payment is made under this Contract.

**13.18 No Third Party Beneficiaries.** Except as may be specifically set forth in this Contract, none of the provisions of this Contract are intended to benefit any third party not specifically referenced herein. No party other than City and Contractor shall have the right to enforce any of the provisions of this Contract.

**13.19 Actions of City in its Governmental Capacity.** Nothing in this Contract shall be interpreted as limiting the rights and obligations of City in its governmental or regulatory capacity.

## EXHIBIT D

### WAGE REQUIREMENTS: SERVICE AND MAINTENANCE CONTRACTS EXECUTED ON OR AFTER JANUARY 1, 2015

By signing this Contract, Bidder certifies that he or she is aware of the wage provisions described herein and shall comply with such provisions before commencing services.

**A. PREVAILING WAGES.** Pursuant to San Diego Municipal Code section 22.3019, construction, alteration, demolition, repair and maintenance work performed under this Contract is subject to State prevailing wage laws. For construction work performed under this Contract cumulatively exceeding \$25,000 and for alteration, demolition, repair and maintenance work performed under this Contract cumulatively exceeding \$15,000, Bidder and its subcontractors shall comply with State prevailing wage laws including, but not limited to, the requirements listed below. This requirement is in addition to the requirement to pay Living Wage pursuant to San Diego Municipal Code Chapter 2, Article 2, Division 42. Bidder must determine which per diem rate is highest for each classification of work (i.e. Prevailing Wage Rate or Living Wage Rate), and pay the highest of the two rates to their employees. Living Wage applies to workers who are not subject to Prevailing Wage Rates.

**1. Compliance with Prevailing Wage Requirements.** Pursuant to sections 1720 through 1861 of the California Labor Code, Bidder and its subcontractors shall ensure that all workers who perform work under this Contract are paid not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations (DIR). This includes work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work.

**1.1.** Copies of such prevailing rate of per diem wages are on file at the City of San Diego's Equal Opportunity Contracting Department and are available for inspection to any interested party on request. Copies of the prevailing rate of per diem wages also may be found at <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. Bidder and its subcontractors shall post a copy of the prevailing rate of per diem wages determination at each job site and shall make them available to any interested party upon request.

**1.2.** The wage rates determined by the DIR refer to expiration dates. If the published wage rate does not refer to a predetermined wage rate to be paid after the expiration date, then the published rate of wage shall be in effect for the life of this Contract. If the published wage rate refers to a predetermined wage rate to become effective upon expiration of the published wage rate and the predetermined wage rate is on file with the DIR, such predetermined wage rate shall become effective on the date following the expiration date and shall apply to this Contract in the same manner as if it had been published in said publication. If the predetermined wage rate refers to one or more additional expiration dates with additional predetermined wage rates, which expiration dates occur during the life of this Contract, each successive predetermined wage rate shall apply to this Contract on the date following the expiration date

of the previous wage rate. If the last of such predetermined wage rates expires during the life of this Contract, such wage rate shall apply to the balance of the Contract.

**2. Penalties for Violations.** Bidder and its subcontractors shall comply with California Labor Code section 1775 in the event a worker is paid less than the prevailing wage rate for the work or craft in which the worker is employed. This shall be in addition to any other applicable penalties allowed under Labor Code sections 1720 – 1861.

**3. Payroll Records.** Bidder and its subcontractors shall comply with California Labor Code section 1776, which generally requires keeping accurate payroll records, verifying and certifying payroll records, and making them available for inspection. Bidder shall require its subcontractors to also comply with section 1776. Bidder and its subcontractors shall submit weekly certified payroll records online via the City's web-based Labor Compliance Program. Bidder is responsible for ensuring its subcontractors submit certified payroll records to the City. Bidder and its subcontractors shall also furnish the records specified in Labor Code section 1776 directly to the Labor Commissioner in the manner required in Labor Code section 1771.4.

**4. Apprentices.** Bidder and its subcontractors shall comply with California Labor Code sections 1777.5, 1777.6 and 1777.7 concerning the employment and wages of apprentices. Bidder shall be held responsible for their compliance as well as the compliance of their subcontractors with sections 1777.5, 1777.6 and 1777.7.

**5. Working Hours.** Bidder and its subcontractors shall comply with California Labor Code sections 1810 through 1815, including but not limited to: (i) restrict working hours on public works contracts to eight hours a day and forty hours a week, unless all hours worked in excess of 8 hours per day are compensated at not less than 1½ times the basic rate of pay; and (ii) specify penalties to be imposed on design professionals and subcontractors of \$25 per worker per day for each day the worker works more than 8 hours per day and 40 hours per week in violation of California Labor Code sections 1810 through 1815.

**6. Required Provisions for Subcontracts.** Bidder shall include at a minimum a copy of the following provisions in any contract they enter into with a subcontractor: California Labor Code sections 1771, 1771.1, 1775, 1776, 1777.5, 1810, 1813, 1815, 1860 and 1861.

**7. Labor Code Section 1861 Certification.** Bidder in accordance with California Labor Code section 3700 is required to secure the payment of compensation of its employees and by signing this Contract, Bidder certifies that "I am 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 that code, and I will comply with such provisions before commencing the performance of the work of this Contract."

**8. Labor Compliance Program.** The City has its own Labor Compliance Program authorized in August 2011 by the DIR. The City will withhold contract payments when

payroll records are delinquent or deemed inadequate by the City or other governmental entity, or it has been established after an investigation by the City or other governmental entity that underpayment(s) have occurred. For questions or assistance, please contact the City of San Diego's Equal Opportunity Contracting Department at 619-236-6000.

**9. Contractor and Subcontractor Registration Requirements.** This project is subject to compliance monitoring and enforcement by the DIR. A Bidder or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or enter into any contract for public work, as defined in this chapter of the Labor Code unless currently registered and qualified to perform the work pursuant to Section 1725.5. In accordance with Labor Code section 1771.1(a), “[i]t is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.”

**9.1.** A Bidder's inadvertent error in listing a subcontractor who is not registered pursuant to Labor Code section 1725.5 in a response to a solicitation shall not be grounds for filing a bid protest or grounds for considering the bid non-responsive provided that any of the following apply: (1) the subcontractor is registered prior to bid opening; (2) within twenty-four hours after the bid opening, the subcontractor is registered and has paid the penalty registration fee specified in Labor Code section 1725.5; or (3) the subcontractor is replaced by another registered contractor pursuant to Public Contract Code section 4107.

**9.2.** A Contract entered into with any Bidder or subcontractor in violation of Labor Code section 1771.1(a) shall be subject to cancellation, provided that a Contract for public work shall not be unlawful, void, or voidable solely due to the failure of the awarding body, Bidder, or any subcontractor to comply with the requirements of section 1725.5 of this section.

**9.3.** By submitting a bid or proposal to the City, Bidder is certifying that he or she has verified that all subcontractors used on this public works project are registered with the DIR in compliance with Labor Code sections 1771.1 and 1725.5, and Bidder shall provide proof of registration for themselves and all listed subcontractors to the City at the time of bid or proposal due date or upon request.

**10. Stop Order.** For Bidder or its subcontractor(s) engaging in the performance of any public work contract without having been registered in violation of Labor Code sections 1725.5 or 1771.1, the Labor Commissioner shall issue and serve a stop order prohibiting the use of the unregistered Bidder or unregistered subcontractor(s) on ALL public works until the unregistered Bidder or unregistered subcontractor(s) is registered. Failure to observe a stop order is a misdemeanor.

**11. List of all Subcontractors.** The City may ask Bidder for the most current list of subcontractors (regardless of tier), along with their DIR registration numbers,

utilized on this contract at any time during performance of this contract, and Bidder shall provide the list within ten (10) working days of the City's request. Additionally, Bidder shall provide the City with a complete list of all subcontractors utilized on this contract (regardless of tier), within ten working days of the completion of the contract, along with their DIR registration numbers. The City shall withhold final payment to Bidder until at least 30 days after this information is provided to the City.

**12. Exemptions for Small Projects.** There are limited exemptions for installation, alteration, demolition, or repair work done on projects of \$25,000 or less. The Bidder shall still comply with Labor Code sections 1720 et. seq. The only recognized exemptions are listed below:

**12.1. Registration.** The Bidder will not be required to register with the DIR for small projects. (Labor Code section 1771.1).

**12.2. Certified Payroll Records.** The records required in Labor Code section 1776 shall be required to be kept and submitted to the City of San Diego, but will not be required to be submitted online with the DIR directly. The Bidder will need to keep those records for at least three years following the completion of the contract. (Labor Code section 1771.4).

**12.3. List of all Subcontractors.** The Bidder shall not be required to hire only registered subcontractors and is exempt from submitting the list of all subcontractors that is required in section 11 above. (Labor Code section 1773.3).

**B. Living Wages.** This Contract is subject to the City's Living Wage Ordinance (LWO), codified in San Diego Municipal Code Chapter 2, Article 2, Division 42. Bidder agrees to require all of its subcontractors, sublessees, and concessionaires subject to the LWO to comply with the LWO and all applicable regulations and rules.

**1. Payment of Living Wages.** Pursuant to San Diego Municipal Code section 22.4220(a), Bidder and its subcontractors shall ensure that all workers who perform work under this Contract are paid not less than the required minimum hourly wage rates and health benefits rate unless an exemption applies.

**1.1** Copies of such living wage rates are available on the City website at <https://www.sandiego.gov/purchasing/programs/livingwage/>. Bidder and its subcontractors shall post a notice informing workers of their rights at each job site or a site frequently accessed by covered employees in a prominent and accessible place in accordance with San Diego Municipal Code section 22.4225(e).

**1.2** LWO wage and health benefit rates are adjusted annually in accordance with San Diego Municipal Code section 22.4220(b) to reflect the Consumer Price Index. Service contracts, financial assistance agreements, and City facilities agreements must include this upward adjustment of wage rates to covered employees on July 1 of each year.

**2. Compensated Leave.** Pursuant to San Diego Municipal Code section 22.4220(c), Bidder and its subcontractors shall provide a minimum of eighty (80)

hours per year of compensated leave. Part-time employees must accrue compensated leave at a rate proportional to full-time employees.

**3. Uncompensated Leave.** Bidder and its subcontractors must also permit workers to take a minimum of eighty (80) hours of uncompensated leave per year to be used for the illness of the worker or a member of his or her immediate family when the worker has exhausted all accrued compensated leave.

**4. Enforcement and Remedies.** City will take any one or more of the actions listed in San Diego Municipal Code section 22.4230 should Bidder or its subcontractors are found to be in violation of any of the provisions of the LWO.

**5. Payroll Records.** Bidder and its subcontractors shall submit weekly certified payroll records online via the City's web-based Labor Compliance Program. Bidder is responsible for ensuring its subcontractors submit certified payroll records to the City.

**5.1** For contracts subject to both living wage and prevailing wage requirements, only one submittal will be required. Submittals by a Bidder and all subcontractors must comply with both ordinance requirements.

**6. Certification of Compliance.** San Diego Municipal Code section 22.4225 requires each Bidder to fill out and file a living wage certification with the Living Wage Program Manager within thirty (30) days of Award of the Contract.

**7. Annual Compliance Report.** Bidder and its subcontractors must file an annual report documenting compliance with the LWO pursuant to San Diego Municipal Code section 22.4225(d). Records documenting compliance must be maintained for a minimum of three (3) years after the City's final payment on the service contract or agreement.

**8. Exemption from Living Wage Ordinance.** Pursuant to San Diego Municipal Code section 22.4215, this Contract may be exempt from the LWO. For a determination on this exemption, Bidder must complete the Living Wage Ordinance Application for Exemption.

**C. Highest Wage Rate Applies.** Bidder is required to pay the highest applicable wage rate where more than one wage rate applies.