

## **Request for Proposals (RFP)**

### **Security Services – Florin Road Partnership**

**Contract Length:** April 1, 2026 – December 31, 2026

The Florin Road Partnership is seeking proposals from qualified security providers for district-wide patrol services. Services shall include one (1) uniformed, armed officer equipped and operating a marked patrol vehicle

#### **Scope of Services**

- One (1) armed, uniformed officer equipped with body armor in a marked and district-branded vehicle with a dashcam.
- Patrols seven (7) days/week.
- 10-hour daytime patrol
- Respond to all calls within PBID boundaries 24/7 and provide a detailed report on each call, a viewable reviewing system or portal for reports, and daily/monthly analytics
- Issuance of 602 Notices within the city and county, and the proactive ability to arrest individuals.
- Coverage area: Entire PBID as outlined in the provided district map (See Page 2)

#### **Proposal Requirements**

Please include the following in your proposal:

- Company background and experience
- Proof of required licenses and insurance (See Page 3)
- Staffing plan and supervision structure
- Dispatch number, 24-hour live dispatch, and dispatch communication protocol
- Description & specifications of patrol vehicle(s) (no more than 5 years old), body camera (1 year data storage), and all equipment & uniforms carried by Security Officers while on duty
- Detailed itemized cost proposal (General Service, Overtime, Holiday, Any Other Costs)
- Three references from comparable contracts, preferably one from each category:
  - o One (1) Community Group (Ex. HOA, PBID, Special District)
  - o One (1) Public Group (Ex. Sac Sheriff, Sac Metro, Sac PD, SMUD)
  - o One (1) Stakeholder of contractors choosing (Ex. Past/Current Contracts)

#### **Selection Criteria**

Proposals will be evaluated based on:

- Relevant experience and expertise with Property Business Improvement Districts
- Pricing
- Understanding of the scope and local district needs
- Relationship with the Sacramento Sheriff Department & other community organizations
- Staffing, average guard turnover rate, and availability
- Performance on similar contractors

#### **Submission**

Send proposals by March 9th, 2026 to:

Dion Dwyer

Florin Road Partnership

[info@florinroad.com](mailto:info@florinroad.com)

## Security RFP: License & Insurance Requirements

To ensure compliance with California law and to protect the district's interests, all security firms must meet the following minimum insurance and licensing requirements. Proof of valid coverage and current licensure must be provided before the start of services and maintained throughout the contract term.

### License Requirements

#### 1. Company Licenses

- Valid PPO License issued by BSIS
- Businesses of Operation Tax City of Sacramento
- City of Sacramento Police Department Business License (SPD114)\*
- Sacramento County General Business License
- Sacramento County Special Business License
- All must remain active and valid throughout the contract
- Cop Logic Qualified

#### 2. Security Officer(s) Licenses

- BSIS Guard Card
- BSIS Baton License
- BSIS Exposed Firearm License
- Chemical Agents Certification
- Taser/EMD Certification
- CPR & First Aid Certification

### Insurance Requirements

#### 1. Commercial General Liability Insurance

- Minimum: \$2,000,000 per occurrence and \$2,000,000 aggregate
- Coverage must include: Premises/Operations, Products/Completed Operations, Contractual Liability, and Personal & Advertising Injury
- Must be primary and non-contributory

#### 2. Commercial Automobile Liability Insurance

- Minimum: \$1,000,000 Combined Single Limit per accident
- Coverage must include: owned, non-owned, and hired vehicles (5 years or newer)

#### 3. Workers' Compensation Insurance

- Statutory coverage as required by the State of California
- Includes Employer's Liability coverage of \$1,000,000 per accident or disease
- Waiver of Subrogation in favor of the district must be included

#### 4. Umbrella/Excess Liability Insurance

- Umbrella and Excess Coverage must be a minimum \$2,000,000 per occurrence or aggregate and follow form over General Liability, Auto Liability, and Employer's Liability

#### 5. Additional Insurance Requirements

- Florin Road Partnership, its board, officers, employees, and agents must be named as **Additional Insureds** on General and Auto Liability
- Policies must be primary and non-contributory
- Policies must include a **Waiver of Subrogation** in favor of the district
- **30 days' notice of cancellation** (10 days for non-payment) must be provided
- Certificates and endorsements must be provided **prior to contract start**

## **Security Services RFP –Timeline**

### **February 19th - Board Meeting**

Approval of RFP and confirmation of the Proposal Review Committee and Members

### **February 20th - RFP Opening**

Proposal Open

### **March 9th - RFP Closed**

Proposal closes March 9th, end of day

### **March 10th - March 20th - RFP Applications Review**

RFP will be reviewed by an Ad Hoc committee and approved at our board meeting

### **March 23rd - RFP Applicant Notified**

The applicant who was approved by the board will be notified of the following steps