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## Request for Quote

To: Interested parties  
Date: July 18, 2023

From: Benjamin Nicholls  
benjamin@hillcrestbia.org  
Phone: 619-299-3330

Subject: Security Contractor

Number of pages (incl. cover):

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The Hillcrest Business Association (HBA) is seeking a quote for a contractor to perform monthly security services throughout the neighborhood of Hillcrest. Please respond to this simple request for a quote before August 4th at 5pm either or email to [info@hillcrestbia.org](mailto:info@hillcrestbia.org).

**Existing conditions:** The HBA undertakes a variety of neighborhood security activities within the public right of way on behalf of member businesses and the City of San Diego. The HBA has a contract with the City of San Diego to perform security services in the public right of way. One of these activities is the implementation of monthly security activities in the public right of way.

### **Description of work: Security services.**

Please provide an individual price quote for each of the following items:

- Uniformed foot patrol with a shift of eight hours by staff of the area described.
- An on-call uniformed security service for an eight hour period with a hotline for businesses to call with an average response time of 20 minutes.

Please provide any price breaks for larger service time periods or if both the foot patrol and on-call service were ordered.

Both quotes should provide:

- Appropriate equipment and support for staff oversight and technology including cellular telephones, GPS tracking (available to be viewed by client), and a local call center to process calls from area property owners and businesses.
- Development of a "Security Plan" that will include directions for security staff to cover:
  - Logging, reporting, and engaging with any security issues that might disrupt customers
  - Provide daily reports of all issues observed during regular patrols including hazardous conditions (such as trip hazards, fallen tree limbs, street light outages, etc.), security incidents, and engagement with San Diego Police officers.



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- Where appropriate, engage with the San Diego Police Department in such a way that supports their law enforcement activity.
- Influencing problematic individuals or groups of individuals to relocate beyond the boundaries of the areas described.

### **Description of work: Additional details:**

- Please provide a list of the Clients the Applicant has provided similar services to in the 2022/23 calendar years, and the name, email, and phone number for each reference.
- Please indicate your willingness to participate in a demonstration of your cleaning and BMP processes for the HBA Board of Directors and, potentially, City of San Diego regulators.

Property addresses to be included (please find attached map):

Hours of service:

- 100, 300, 400, and 500 block University Ave. north and south sides
- 3700 Sixth Ave. east and west sides
- 425-499 Robinson Ave. north and south side (half block face)
- 500 block Robinson Ave. north side
- 500 block Pennsylvania north and south side
- 3700 and 3800 Fifth Ave. east and west side
- 3900 Fifth Ave. west side

### **Additional Information:**

- The successful respondent to this RFQ as determined by the HBA Executive Director will win the right to enter contract negotiations with HBA to implement the project.
- Alternatives to steam and pressure washing, and additional procedures to address stains & gum may be proposed and included in the demonstration
- Please provide a list of professional references and examples of relevant previous work.
- Direct service providers only. Third party contracts will not be considered.
- Please provide any further information concerning this project, including suggestions for how to better complete the project, as an attachment to this document. You may provide any relevant materials about your company that should also be included as an attachment to this RFQ.
- All contractors hired by the HBA conform with state and local laws; City of San Diego insurance, workers compensation and equal employment provisions; and shall indemnify the City of San Diego and the HBA.
- All contractors will provide their own materials, labor and shall be a registered company within the City of San Diego.



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Please forward any questions concerning this RFQ to Benjamin Nicholls at (619) 299-3330.

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**Public Notice:**

The Hillcrest Business Association is seeking a security contractor to provide security and homeless engagement services in the public right of way as part of its program of activities. These services cover approximately 19 city blocks. These services are funded by the Hillcrest Commercial Maintenance Assessment District and are authorized by the City of San Diego via contract. The deadline for this Request for Quote is August 4, at 5pm.

To review all details of the RFQ, please visit <https://www.hillcrestbia.org/rfqs-and-contracts>.