

**REQUEST FOR QUALIFICATIONS/PROPOSALS  
FOR  
FIRE ALARM SYSTEMS TESTING SERVICES –**

**V2526016RFP**



**VISTA UNIFIED  
SCHOOL DISTRICT**  
EXCELLENCE ★ INNOVATION

**PROPOSAL DEADLINE DATE:**

**November 21, 2025, 2:00pm**

**VISTA UNIFIED SCHOOL DISTRICT  
1234 ARCADIA AVENUE  
VISTA, CALIFORNIA 92084**

## 1. **GENERAL INFORMATION**

The VISTA UNIFIED SCHOOL DISTRICT (“District”) is requesting Statements of Qualifications/Proposal for FIRE ALARM SYSTEMS TESTING SERVICES.

- A. Each firm shall submit **one original unbound Statement of Qualifications/Proposal** and **one (1) electronic version on a thumb drive in Adobe Portable Document File format** prominently marked with “**Request for Qualifications/Proposal, FIRE ALARM SYSTEMS TESTING SERVICES – V2526016RFP**” and the name of the company submitting the SoQ.
- B. SoQ/P shall be submitted to the District, as follows:
1. **Deadline for Submittal of Responses:**
    - i. **No later than 2:00 p.m. on November 21, 2025**
    - ii. *Late Responses will be returned unopened.*
  2. **Method of delivery:**
    - i. **Hand delivery, FedEx, UPS, or other mail/shipping service.**
    - ii. *Responses sent by Facsimile (FAX), or email will not be accepted.*
    - iii. *It is the responsibility of the Proposer to ensure that their proposal is received in proper time.*
    - iv. *The Vista Unified School District is not responsible for any costs associated with preparing the proposal or negotiating final agreement. Additionally, this RFQ does not commit the Vista Unified School District to award a contract.*

### 3. **Delivery Address:**

**Mr. Kevin Lesko  
Director of Purchasing  
Vista Unified School District  
1234 Arcadia Avenue  
Vista, CA 92084**

- C. Proposers are required to disclose any relationships with the District and execute the non-collusion affidavit included with this RFQ/P.
- D. The original SoQ/P shall be submitted and signed by an authorized individual or officer of the firm submitting the proposal.
- E. Firms interested in submitting proposals will not contact District Governing Board members, the Superintendent, Assistant Superintendents or any other officials or staff of the District. The district may reject proposals if a firm or its representatives make direct contact with the District. Firms should contact:

**Mr. Kevin Lesko -  
kevinlesko@visausd.org  
Director of Purchasing  
Vista Unified School District  
1234 Arcadia Avenue  
Vista, CA 92084**

- F. All written questions received will be answered in writing and sent to all firms then on the Interest List. *Oral statements regarding this RFQ/P by any person(s) should be considered unverified information unless confirmed in writing. To ensure a response, questions must be received in writing via email before 2:00 pm November 12, 2025.*

- G. The Board of Education of the District reserves the right to accept or reject any or all SoQ/P submittals and to negotiate with any or all responsible submitters. Submitters shall be responsible for all expenses that they may incur in preparing proposals.
- H. The District reserves the right to revise the RFQ/P up to and including **November 17, 2025**, for issuance of clarifications and revisions to this RFQ/P. Revisions to the RFQ/P shall be sent to all firms on the Interest List. The District expressly reserves the right to extend the deadline by which proposals are due.

## **2. DESCRIPTION OF SERVICES REQUIRED**

### **A. Introduction**

The District currently has a need for FIRE ALARM SYSTEMS TESTING SERVICES for multiple sites of varying size and scope. The District anticipates issuing a contract for a term of three years, with the option to renew for an additional two years.

### **B. Background on the Project**

The District is a large TK-12 unified school District in San Diego, California.

The District has 15 elementary sites, 4 middle school sites, 3 high school facilities, 2 continuation high schools, and 1 special education high school. The District has 1 adult education site and 1 independent study school facility for a total of 30 sites and administrative offices.

The District requires services and repairs related to the testing of fire alarm systems across the Vista Unified School District and to ensure that all sites remain compliant with current NFPA 72 requirements.

In addition to testing, the services would include recommendations for correction of identified potential hazards. All testing to be performed outside of regular school hours. The District is seeking qualified firms to provide related services and create a pool for future assignments of projects.

Services required include, but are not limited to:

- See Attached Exhibit “A” Scope of Services

The District may utilize responses to this request to create a pool of companies for these projects and/or future projects and/or to select one or more companies for other projects that may include: new construction, reconstruction, water intrusion events, and other projects as may be identified, planned, modified, or prioritized/reprioritized. The District may also issue future solicitations that may augment or supersede this solicitation. Being selected to this pool is not a guarantee of any work.

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### 3. **ITEMS FOR INCLUSION IN PROPOSAL**

All SoQ/P submittals shall address the following items in the order listed below and shall be identified in the submitted SoQ/P to match the following list:

- A. Description of Firm – This section should provide information regarding the size, location, nature of work performed, years in business, and approach that will be used in meeting the needs of the District. Provide your average standard response times for each type of service, and report.
- B. Description of Projects – This section shall identify similar projects that the firm has completed. Use this section of the Proposal to indicate the areas of expertise you have previously provided, especially any work with school districts, or other public entities. Include the name of the client, date of the project, and approximate cost of the project.
- C. Fees – Describe the method proposed for charging fees, as well as payment options. Invoicing with a minimum of 30 net terms will be required by the District. Provide pricing structures for the following services – please note all testing services must include a report containing recommendations for correction:
  - Fire alarm system testing services Fire alarm system testing services including reports in accordance with NFPA72
  - Consultation Services, including attending meetings, assisting with the training and development of practices or procedures.
  - Hourly rate sheet to include Holiday and Overtime hours as well as Vehicle fees
  - Per device testing cost
  - Expedited response time per service cost provided, if necessary.
- D. Client Reference List – List the client firm/district name, contact person and their position, telephone number, and email address. List the projects for which services were provided.
- E. Other – Each firm is encouraged to provide any additional information or description of resources the firm feels are pertinent to the SoQ/P.

**c. SELECTION PROCESS and PROJECTED DATES**

The process and anticipated schedule that the District will utilize in selecting a firm(s) to perform services will be as follows:

<b><u>Action</u></b>	<b><u>Date</u></b>
a. Release of Request for Qualifications/ Proposals	October 31, 2025
b. Last Day to Submit Questions for Clarification -must be received at or before 2:00 p.m.	November 12, 2025
c. Addenda Clarifications Issued by District	November 17, 2025
d. Deadline for Receipt of Responses -must be received at or before 2:00 p.m.	November 21, 2025

**ci. EVALUATION**

Firms submitting SoQ/P are advised that all SoQ/P will be evaluated to determine the firm that will meet the needs of the District. Evaluation will include, but not be limited to the following criteria:

- a. Response Time
- b. Experience and expertise with similar public projects in size and scope
- c. Pricing
- d. Ability to perform entirety of the scope of services included in the RFP
- e. Satisfaction of previous clients in the firm's capacity and commitment to provide services to clients.
- f. Overall professional presentation and completeness of proposal

**The District reserves the right to interview firms, and/or determine the number of firms that will be invited to interview. Virtual interviews will be conducted via Zoom. Digital presentations will be allowed. Interviews will be discussion-based and will include an opportunity for the firm to present its qualifications and an opportunity for questions by the interviewing panel. Proposed staff who would be managing and working on the project are required to attend and participate in the interview.**

See Section 1.A. regarding the format for the Submission of proposals. The Proposer is entirely responsible for the means of delivering the proposal to the appropriate office on time. Delays due to internal routing of misdirected proposals or due to verbal directions given by District staff shall be the responsibility of the Proposer. Thus, each proposal must be completed and delivered in sufficient time to avoid disqualification for lateness due to difficulties in delivery.

### **LATE PROPOSALS WILL NOT BE ACCEPTED.**

**Modifications of proposals submitted by a Proposer after the deadline will not be considered unless the District requested the modifications.**

Each Proposal shall be reviewed to verify that the Proposer has met the minimum requirements of the RFQ/P. Proposers must follow the required format specified in this RFQ/P to facilitate District review.

The District reserves the right to cancel this RFQ/P at any time without any obligation whatsoever for proposal preparation, interview, fee negotiation or other costs associated with this RFQ/P, or any proposal submitted in response to this RFQ/P.

The District may reject any or all proposals and may waive any minor deviation in any proposal. The District's waiver of any minor defect shall in no way modify the RFQ/P documents or excuse the Proposer from compliance with the other provisions of this RFQ/P.

Proposals become the property of the District and may be returned only at the District's option and at the Proposer's expense. Information, excluding Proposer's financial information, contained therein shall become public documents subject to the Public Records Act.

### **REQUIRED SUBMITTAL DOCUMENTS:**

A. **YOUR RESPONSES to “3. ITEMS FOR INCLUSION IN PROPOSAL”** This section is limited to 20 pages, 8 ½ x 11”, single-sided.

### **B. REQUIRED ATTACHMENTS:**

#### **1. CURRENT C-16 FIRE PROTECTION LICENCE NUMBER**

#### **2. NON-COLLUSION DECLARATION FORM**

Proposer must return a fully executed Non-Collusion affidavit, as required by Public Contract Code section 7106, with the completed proposal.

**3. OPTIONAL PRESENTATION BROCHURE:**

This can contain descriptions, illustrations, photographs, etc., of school district projects.

**OTHER INFORMATION:**

**RELATED DOCUMENTS AND INFORMATION**

Documentation associated with this RFQ/P, may be viewed at:

<https://www.vistausd.org/departments/businessservices/purchasing>

1. **Fingerprinting:** Any vendors awarded work will need to adhere to Education Code Section 45125.1, subdivision (c), that in performing services to this contract, Contractor’s employees may have contact with pupils. As required under Education Code Section 45125.1, subdivision (a), Contractor shall require their employees, including the employees of any subcontractor, who will provide services pursuant to this contract to submit their fingerprints in a manner authorized by the Department of Justice in order to conduct a criminal background check to determine whether such employees have been convicted of or have charges pending for a felony as defined under Education Code Section 45122.1.

**2. Insurance Requirements:**

2.1. **Contractor’s Insurance** - The Contractor shall not commence work under a Contract until it has obtained the insurance required under this paragraph and satisfactory proof of such insurance has been submitted to District and said insurance has been approved by the District. Commercial General Liability Insurance (including automobile insurance) which provides limits of not less than \$1,000,000 per occurrence (combined single limit) and \$2,000,000 Project Specific Aggregate (for a specific Project only). Any general liability policy provided by Contractor hereunder shall contain an endorsement which applies its coverage to District, members of District’s Board of Trustees, and the officers, agents, employees and volunteers of District, the State Allocation Board, if applicable, the architect, and the architect’s consultants, if applicable, individually and collectively as additional insured.

2.1. **Worker’s Compensation Insurance** – The Contractor shall procure and shall maintain during the life of a contract Worker’s Compensation Insurance on all its employees engaged in work under a contract, or at the site of the Project, and if the work is sublet, the Contractor shall require the subcontractor similarly to provide workers’ compensation insurance for subcontractor’s employees. Any class of employee or employees not covered by subcontractor’s insurance shall be covered by the Contractor’s insurance. The Contractor shall provide to the District a Certificate Regarding workers’ Compensation available from the District prior to performing the work of the contract.

# NON-COLLUSION DECLARATION FORM

State of California                    )  
  ) ss.  
County of San Diego                 )

I, \_\_\_\_\_, being duly sworn,

declare that I am \_\_\_\_\_

of \_\_\_\_\_, the party making the foregoing proposal, that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the Proposer has not, directly or indirectly, submitted his or her proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at \_\_\_\_\_ California.

\_\_\_\_\_  
Signature

[This form must be notarized]

## EXHIBIT "A" SCOPE OF SERVICES

### **Scope of work:**

Vista Unified School District requests proposals to perform fire systems testing and provide reports in accordance with NFPA72 at the sites listed below.

[VUSD Fire Alarm Device Count.](#)

### **Notes:**

1: All work to be coordinated with the VUSD representative.

2: Any work that would be disruptive to the students and or staff shall be done after hours and coordinated with the VUSD representative.

3: Contractor shall be responsible for placing the fire system into test so as to not call out the fire department while testing, and making sure that the system is left in normal operating condition daily.

### **Sites:**

Alamosa Park Elem 5130 Alamosa Park Dr Oceanside, CA, 92056

Alta Vista 1575 Bonair Rd. Vista, CA 92084

EES at AVHS 1575 Bonair Rd Vista, CA, 92084

ASC 1234 Arcadia Ave Vista, CA, 92084

Bobier Elem 550 Beaumont Dr Vista, CA, 92084

Breeze Hill Elem 1111 Melrose Way Vista, CA, 92081

Vista Academy Visual And Performing Arts 600 N Santa Fe Ave Vista, CA, 92083

California Center 215 W California Ave Vista, CA, 92083

MLD 111 W. California Ave. Vista 92083

Casita Center Of Tech 260 Cedar Rd Vista, CA, 92083

Empresa Elementary-4850 Avenida Empresa Oceanside, CA, 92056

Foothill Oak 1370 Oak Drive Vista, CA, 92084

Grapevine Elem 630 Grapevine Rd Vista, CA, 92083

Hannalei Elementary 120 Hannalei Dr Vista, CA, 92083

Innovations Academy of Empowerment (JCCS) 450 N Melrose Dr Vista, CA, 92083

Lake Elementary 4950 Lake Blvd Oceanside, CA, 92056

Madison Middle School 4930 Lake Blvd Oceanside, CA, 92056

Magnet Middle School 151 Civic Center Dr. Vista, CA, 92084

Maryland Elementary School-700 North Avenue Vista, CA, 92083

MGM High 215 N Melrose Drive Vista, CA, 92083

Mission Meadows Elem 5657 Spur Ave Oceanside, CA, 92057

Monte Vista Elementary- 1720 Monte Vista Dr Vista, CA, 92084

Mission Vista High School - 1306 Melrose Dr Oceanside, CA, 92057

North Ave Warehouse 4680 North Ave Oceanside, CA, 92056

Maintenance & Transportation 1222 Arcadia Ave Vista, CA, 92084

Rancho Buena Vista 1601 Longhorn Dr Vista, CA, 92081

VIDA 2245 Foothill Drive Vista, CA, 92084

Roosevelt Middle School 850 Sagewood Dr Oceanside, CA, 92057

Vista Adult Education -Sunset Ca 510 Sunset Dr Vista, CA, 92081

VATC Front 305 E Bobier Dr Vista, CA, 92084

VATC Back 325 E Bobier Dr Vista, CA, 92084

Temple Heights Elementary 1550 Temple Heights Dr Oceanside, CA, 92056

Vista High School 1 Panther Way Vista, CA, 92083

Vista Agricultural 1 Panther Way Vista, CA, 92083

740 Olive 740 Olive Ave Vista, CA, 92083

Vista Innovation Center- 836 Olive Ave Vista, CA, 92083