Request for Proposals

No. 2025-26-05
SECURITY AND FIRE ALARM MONITORING AND MAINTENANCE

Submittal Deadline:

2:00 PM on Thursday, May 21, 2026

Westminster School District
14121 Cedarwood Street
Westminster, CA 92683

(714) 894-7311, exr. 1120

TABLE OF CONTENTS

Notice Inviting Proposals

A. Request for Proposal Timeline
B. Conditions of Request for Proposal
C. Scope of Services
D. Proposal Requirements
E. Evaluation Criteria

Exhibit A - Scope of Services and Project Specifications

A. Introduction
B. Fire Panel Status
C. Security/Burglar Alarm Status
D. Scope of Work
E. Deliverables
F. Proposal Format
G. Additional Requirements

Other General Requirements:

1. Document A - Tobacco-Free Environment Certification
2. Document B - Drug-Free Workplace Certification
3. Document C - Criminal Background Investigation / Fingerprinting Certification

WESTMINSTER SCHOOL DISTRICT

REQUEST FOR PROPOSAL
SECURITY AND FIRE ALARM MONITORING AND MAINTENANCE
RFP No. 2025/26-05

April 10, 2026

NOTICE IS HEREBY GIVEN that the Westminster School District ("District") is requesting proposals for the following:

SECURITY AND FIRE ALARM MONITORING AND MAINTENANCE

Respondents to this RFP should electronically submit via email their cover letter and Proposal ("Submittal"), as further described herein, labeled *"Submittal for Security and Fire Alarm Monitoring and Maintenance"* to: sharvey@wsdk8.us

Attention: Scott Harvey, Executive Director of Facilities Planning, Maintenance & Operations and Transportation
WESTMINSTER SCHOOL DISTRICT

The District will only receive proposals submitted electronically. Interested parties are referred to the Westminster School District Business Services Department website at https://www.wsdk8.us/departments/business-services/purchasing/current-bidding-opportunities, for all communication, instructions, and forms. The RFP packet will be posted by 4:00 pm on April 3, 2026.

ALL RESPONSES ARE DUE BY 2:00 P.M., ON MAY 21, 2026. Any Submittal received after that date and time will not be accepted.

Each Submittal must conform and be responsive to the requirements set forth in this RFP. District reserves the right to waive any informalities or irregularities in received Submittals. Further, District reserves the right to reject any and all Submittals and to negotiate contract terms with one or more Respondents for one or more of the work items. District retains the sole discretion to determine issues of compliance and to determine whether a Respondent is responsive, responsible, and qualified.

The District will not consider or accept any proposals from contractors or their subcontractors who do not possess all appropriate and required licenses or other permits to perform the work identified in the Contract Documents. The Proposer's license(s) must remain active and in good standing throughout the term of the Contract.

In advance of proposal submissions, questions may be submitted by email to Scott Harvey, Executive Director of Facilities Planning, Maintenance & Operations and Transportation at sharvey@wsdk8.us **before 2:00 p.m. on May 1, 2026.** Answers will be posted on the District website by 5:00 p.m. on March 10, 2025.

Questions submitted to any other employee of the District or member of the District's Governing Board will result in automatic rejection of Proposal. The District will post any addenda to this RFP on our website. Proposers are responsible for checking this page for additional information prior to submitting responses.

END OF DOCUMENT

A RFP RESPONSE SCHEDULE SUMMARY

District reserves the right to change the dates on the schedule without prior notice. To ensure you will be meeting the schedules, please keep checking the Westminster School District website for the latest updates or potential addendum.

Bid Website: https://www.wsdk8.us/departments/business-services/purchasing/current-bidding-opportunities

Milestones/Activities	Dates
Request for Proposals Notice	04/10/2026
RFP Documents are Available on WSD Website	04/10/2026
Request for Information Due Date	05/01/2026
WSD Response to Inquiries	05/08/2026
Proposal Submission Due Date	**05/21/2026**
Proposer Notified for Interview (Shortlist)	05/25/2026
Potential Committee Interview	05/29/2026
Selected Proposer Presented to Board of Trustees for Approval	06/11/2026
Start Protection Monitoring and Maintenance	**07/01/2026**

PRE-BID MEETING

The District will not be having a pre-bid meeting.

B CONDITIONS OF REQUEST FOR PROPOSAL

General Conditions. The District reserves the right to cancel or reject all or a portion or portions of the request for proposals without notice. Further, the District makes no representations that any agreement will be awarded to any organization submitting a proposal. The District reserves the right to reject any and all proposals submitted in response to this request or any addenda thereto.

The District also reserves the right to reject any sub-provider or individual working on the proposed team and to replace the sub-provider or individual with a mutually acceptable replacement.

Liability of Costs and Responsibility. The District shall not be liable for any costs incurred in response to this request for proposals. All costs shall be borne by the person or organization responding to the request. The person or organization responding to the request shall hold the District harmless from any and all liability, claim or expense whatsoever incurred by or on behalf of that person or organization. All submitted material becomes the property of the Pleasanton Unified School District.

The selected lead service provider will be required to assume responsibility for all services offered in the proposal whether or not they possess them within their organization. The selected lead service provider will be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

Validity. The proposer agrees to be bound by its proposal for in all respects until one such proposal has been accepted by the District and an agreement fully executed, or until a proposal has been specifically rejected by the District, whichever occurs first, but in no event longer than four (4) months from the date of submission.

Standard Service Provider Agreement. A sample agreement is requested to be provided for review and comment. If the District wishes to take exception to any of the terms and conditions contained in the Service Provider agreement, these will be identified specifically in the evaluation and negotiated with the Proposer; otherwise it will be assumed that the District is willing to enter into the agreement as it is written. The District will consider that all items offered are in strict compliance with the RFP, and the successful proposer will be responsible for compliance. The District will consider such exceptions as part of the evaluation process which may constitute grounds for rejection of the proposal. The Service Provider agreement will not be executed by the District without first being signed by the proposer.

Permits and Licenses. Proposer, and all of proposer's sub-providers, at its and/or their sole expense, shall obtain and maintain during the term of any agreement, all appropriate permits, certificates and licenses including, but not limited to, a District Business License which will be required in connection with the performance of services hereunder.

Proposer's Representative. The person signing the proposal must be a legal representative of the firm authorized to bind the firm to an agreement in the event of the award.

Insurance. General Liability, Automobile, Professional Liability, and Worker's compensation insurance are required in the amount set forth as follows:

Type of Coverage	**Minimum Requirement**
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Automobile Liability Insurance - Any Auto	
Combined Single Limit	$ 1,000,000
Workers' Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

Term of Agreement. The term is expected to be for three (3) years with an option to renew for an additional two (2) years. If mutually agreeable to both parties, the Agreement may be extended on a year-to-year basis. The extension shall be in written form as an amendment to the

Agreement. This contract will commence on the date the agreement is approved and awarded by the Westminster School District Board of Education.

Service Provider may apply for a cost adjustment after the first contract year. In order for the rate adjustment to be considered by the District, the Service Provider shall be in full compliance with all of the performance standards as established by this Contract. The rate may be adjusted by the Service Provider as provided herein solely on the basis of the change in the Consumer Price Index.

Execution of Contract. The contract, in form and content satisfactory to the District, will be awarded at a regular District Board of Education Meeting. At least one (1) weeks prior to the anticipated award date, the Service Provider will be notified of apparent award status and requested to provide the documents necessary to complete the contract process. Required documentation shall include the contract executed by the Service Provider, proof of insurance. The Service Provider will be given ten (10) business days from the date the District Board of Trustees awards the contract to obtain the relevant bonds and insurance along with any other documents required for submission.

Confidentiality. The California Public Records Act (Cal. Govt. Code Sections 6250 et seq.) mandates public access to government records. Therefore, unless information is exempt from disclosure by law, the content of any request for explanation, exception, or substitution, response to this RFP, protest, or any other written communication between the District and

Proposer, shall be available to the public. The District intends to release all public portions of the proposals following the evaluation process at such time as a recommendation is made to the

District Board of Education. If Proposer believes any communication contains trade secrets or other proprietary information that the Proposer believes would cause substantial injury to the Proposer's competitive position if disclosed, the Proposer shall request that the District withhold from disclosure the proprietary information by marking each page containing such proprietary information as confidential. Proposer may not designate its entire proposal as confidential nor designate its Price Sheet as confidential. Submission of a proposal shall indicate that, if Proposer requests that the District withhold from disclosure information identified as confidential, and the District complies with the Proposer's request, Proposer shall assume all responsibility for any challenges resulting from the nondisclosure, indemnify and hold harmless the District from and against all damages (including but not limited to attorney's fees that may be awarded to the party requesting the Proposer information), and pay any and all costs and expenses related to the withholding of Proposer information. Proposer shall not make a claim, sue, or maintain any legal action against the District or its Board, officers, employees, or agents concerning the disclosure, or withholding from disclosure, of any Proposer information. If Proposer does not request that the District withhold from disclosure information identified as confidential, the District shall have no obligation to withhold the information from disclosure and may release the information sought without any liability to the District.

Conflict of Interest. The Proposer warrants and represents that it presently has no interest and agrees that it will not acquire any interest which would present a conflict of interest under California Government Code sections 1090 et seq., or sections 87100 et seq., during the performance of services under any Agreement awarded. The Proposer further covenants that it will not knowingly employ any person having such an interest in the performance of any Agreement awarded. Violation of this provision may result in any Agreement awarded being deemed void and unenforceable.

C. SCOPE OF SERVICE

The purpose of this contract is to provide Security and Fire Alarm Monitoring, Maintenance and Repair. The Service Provider is required to examine carefully the sites and the proposal, specifications and contract forms for the work contemplated. It will be assumed that the proposer has investigated and is satisfied as to the conditions to be encountered, as to the character, quality and quantities of work to be performed and materials to be furnished, and as to the requirements of the specifications, the special provisions and the contract. The proposer shall be certified to work on all panels listed for the Westminster School District (see attached list of addresses/panels). The scope of services contained in **Exhibit A** will be referenced and incorporated to the awarded contract for services.

D PROPOSAL REQUIREMENTS

The Proposer shall include in its proposal, **at a minimum, the information referenced in 'Exhibit A**'. Including but not limited to: (I) Statement of Qualifications (II) Proposer's Standard Service Provider Agreement, (III) Timeline and Plan to take over from current service provider {30 days or less), and (III) Project Pricing.

E EVALUATION CRITERIA

The District will adhere to the following procedures in evaluating proposals. An Evaluation/Selection Committee (Committee), which may include members of the District's staff and possibly one or more outside experts, will screen and review all proposals. The factors to be considered by the Committee in reviewing the proposals will be:

a. Ability of the Proposer to Carry Out and Manage the Proposed Project (20%)
An assessment of the statement of qualifications, including past experience of the organization in general. Qualities and indicators that will receive consideration include the number and types of projects the organization or its employees have completed; the variety of projects completed and a demonstration of the organization's ability to undertake this project; and the demonstrated ability to work with governmental bodies and a full understanding of applicable laws or regulations that relate to the project.

b. Qualifications 30%
The qualifications (including education, training, licenses, experience, and past performance) of the Proposer and its agents, employees, and sub-service providers. The District may consider Proposer's timely and accurate performance on contracts of a similar nature.

c. Proposed Agreement Terms & Conditions 10%
A sample agreement must be attached. Proposals will be rated based on the District's ability to adhere to the proposed terms and conditions. In addition to the Proposer's willingness to compromise/negotiate terms and conditions as needed.

d. Cost of Proposal 40%
Cost, while not determinative, will be highly considered in the selection process.

Proposals will first be screened to ensure responsiveness to the RFP. The District may reject as non-responsive any proposal that does not include the documents required to be submitted by this RFP. At any time during the evaluation process, the District reserves the right to request clarifications or additional information from any or all Proposers regarding their proposals. The Committee will initially review all responsive

written proposals based upon the Evaluation Criteria set forth above. The Committee may also contact references. The District may reject any proposal in which a Proposer's approach, qualifications, or price is not considered acceptable by the District. An unacceptable proposal is one that would have to be substantially rewritten to make it acceptable. The District may conclude the evaluation process at this point and recommend award. Alternatively, the District may elect to negotiate directly with one or more Proposers to obtain the best result for the District prior to making a recommendation or selection. And lastly, the District may ask selected Service Providers to participate in an oral interview. The individual(s) from Proposer's firm or entity that will be directly responsible for carrying out the contract, if awarded, should be present at the oral interview.

In addition to conducting an oral interview, the District may during this stage of the evaluation process also contact and evaluate references, contact any Proposer to clarify any response or request revised or additional information, contact any current users of a Proposer's services, solicit information from any available source concerning any aspect of a proposal, and seek and review any other information deemed pertinent to the evaluation process.

The District may reserve the right to negotiate the terms and conditions of the agreement with the highest-ranked firm. Recommendation for award is contingent upon the successful negotiation of final contract terms. If contract negotiations cannot be concluded successfully within a time period determined by the District, the District may terminate negotiations and commence negotiations with the next highest scoring Proposer or withdraw the RFP.
Once the District selects a preferred Proposer, all other Proposers will be notified by the District in writing within fourteen working days of the decision.

'Exhibit A'

WSD Security and Fire Alarm Monitoring

and Maintenance Scope of Services and

Project Specifications

A. INTRODUCTION:

This is a Request for Proposal for **Security Alarm and Fire Alarm (NFPA 72 and NFPA 25) maintenance and repair and Monitoring** services across Westminster School District sites through semi-annual, annual, 5-year inspections and any other requirements under NFPA 72 NFPA 25.

This includes:
14 Elementary Schools
3 Middle Schools
1 Early Education Site
1 District Office

All work to be completed by a single company with its affiliated organizations. No subcontracting will be allowed and acceptable.

We expect the contract to start on July 1, 2026 or earlier, depending on how fast the project can go through the analysis and approval process.

B. SECURITY ALARM PANEL STATUS:

LINK : **Security Alarm System Schematics Folder Access.**

All sites have the following intrusion alarm systems and components:

- Control Panel (4020), Power Modules, Expansions- *DSC/Tyco Maxsys System*
- Motion Detectors- *Bosch Tri-Tech*
- Keypad- *DSC LCD4501*
- Software- *DLS 2002*

C. FIRE PANEL STATUS:

Most sites have the Honeywell Silent Knight system with the exception of a few sites that have Faraday MPC 2000 systems. See below list for specifics.

NOTE: Stacey Middle School and Clegg Elementary School share one Faraday MPC 2000 system and we will be upgrading the main panel in late 2026. That update is NOT part of this Request For Proposals process and should not be included in the pricing.

All information for the fire panel is included in this below folder:

LINK : **Fire Alarm System Schematics Folder Access.**

Site	Address	Description of Fire Panel
Anderson Elementary School	8902 Hewitt Place, Garden Grove, CA 92844	Honeywell - Silent Knight
Clegg Elementary School	6311 Larchwood Ave., Huntington Beach, CA 92647	Faraday – MPC 2000
DeMille Elementary School	15400 Van Buren St., Midway City, CA 92655	Honeywell - Silent Knight
Eastwood Elementary School	13552 University St., Westminster, CA 92683	Honeywell - Silent Knight
Finley Elementary School	13521 Edwards St., Westminster, CA 92683	Honeywell - Silent Knight
Fryberger Elementary School	6952 Hood Dr., Westminster, CA 92683	Honeywell - Silent Knight
Hayden Elementary School	14782 Eden St., Midway City, CA 92655	Honeywell - Silent Knight
Johnson Middle School	13603 Edwards St., Westminster, CA 92683	Honeywell - Silent Knight
Meairs Elementary School	8441 Trask Ave., Westminster, CA 92683	Honeywell - Silent Knight
Schroeder Elementary School	15151 Columbia Lane, Huntington Beach, CA 92647	Faraday – MPC 2000
Sequoia Elementary School	5900 Iroquois Rd., Westminster, CA 92683	Honeywell - Silent Knight
Warner Middle School	14171 Newland St., Westminster, CA 92683	Honeywell - Silent Knight
Stacey Middle School	6311 Larchwood Dr., Huntington Beach, CA 92647	Faraday – MPC 2000
Warner Middle School Library	14171 Newland St., Westminster, CA 92683	Siemens
Webber Elementary School	14142 Hoover St., Westminster, CA 92683	Honeywell - Silent Knight
Willmore Elementary School	7122 Maple St., Westminster, CA 92683	Faraday – MPC 2000

District Office	14121 Cedarwood St., Westminster, CA 92863	Faraday – MPC 2000

D. SCOPE OF WORK

Service Provider shall maintain the alarm systems and associated equipment in good operating condition in accordance with manufacturer's specifications and in a fashion that maximize performance, safety, and life span of the area and equipment:

Service Provider shall provide all work and materials as described in this Scope of Services, which shall include all labor, transportation, supplies, materials, parts, tools, scaffolding, machinery, hoists, employee safety equipment, equipment, lubricants, supervision, applicable taxes, and all other work and materials required under this Agreement. All work shall be done in a first class, complete and clean workmanlike manner, conforming to best industry practices, and in conformance with all applicable original manufacturer's specifications. Service Provider shall facilitate proactive preventive maintenance, maximize equipment life and maximize beneficial usage of the devices and panels covered by this Agreement.

Service Provider shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with services and shall comply with all applicable safety laws, good industry standards, take all reasonable precautions for safety of the public, property tenants, students, District employees, and other persons on or about the property site.

Service Provider shall be responsible, at no additional cost to the District, for executing all paperwork to the State of California and any other agencies necessary Service Provider must be licensed to work on Faraday MPC 2000 and Honeywell Silent Night systems.

"Alarm Monitoring and Servicing" shall mean regular full-service maintenance and repairs of all security and fire alarm equipment and regular monitoring including: inspections; adjustments and maintenance of the monitoring devices, including repair and replacement of components and equipment; maintenance of schedules and records; stocking of materials; and housekeeping, as defined below, to ensure an fire suppression system is functioning in good working order and meets all industry standards and manufacturer's specifications. Each " Alarm Monitoring and Servicing " shall include the following:

Payment for work done under the contract shall be made on the basis of the Bidders Proposal. Payment for work done shall be made on a monthly basis for the previous month's work. Service Provider shall submit a monthly bill. The value of any work not completed or not satisfactorily completed as determined by the Executive Director of Operations or designee, shall be deducted from the payment for that month's work. In the event the contract includes a partial month, the Service Provider shall receive payment on a pro-rata basis for the work completed. In the event that additional areas of work are added, payment will be made for the increased area prorated on the basis of the added area and the time remaining on the contract.

C.1 Provide annual pricing for NFPA 72 tests and inspections on the following equipment:

1. Test and visual inspection of the fire alarm panel functionality, LED's, fuses, etc.
2. Test Fire Alarm panel battery charger and power supplies
3. Perform battery discharge test.
4. Test and visual inspection of horns and strobes, chimes, bells, pull stations modules/relays, power supplies, etc.
5. Test and visual inspection of heat detectors
6. Test and visual inspection of smoke detectors.
7. Test and visual inspection of duct detectors.
8. Test and visual inspection of beam detectors.
9. Test and visual inspection of electromechanical releasing devices (solenoid)
10. Test and visual inspection of voice evacuation and notification equipment.
11. Test and inspect carbon monoxide detectors (as present)
12. Test and inspect elevator recall

C.2 Provide annual pricing for NFPA 25 inspection, testing, and maintenance of water- based fire protection systems including to following equipment:

1. Test and visual inspection of fire sprinkler systems including standpipes:
2. Test and inspect manual pull stations
3. Test and inspect flow switches
4. Test and inspect tamper/supervisory switches
5. Test and inspect sprinkler systems

C.3 SECURITY AND FIRE ALARM MONITORING:

Provide 24 Hours a day, 7 days a week, 365 days a year (24/7/365) fire monitoring with live agents contacting our team members.

C.4 SECURITY AND FIRE ALARM MAINTENANCE AND REPAIRS:

1. Provide approximate contracted response times for regular repairs and emergency response repairs to alarm system components.
2. Provide hourly pricing for after hours and weekends/holiday repair calls (emergency)
3. Please explain your procedure for placing an alarm system (security or fire alarm) on test
4. Provide pricing for replacement parts (Faraday -MPC 2000 and Honeywell Silent Knight) and hourly rates, please include any annual escalation and tax increase as estimate

E. DELIVERABLES

D.1 REPORTING:

The service provider will provide the District via email a report of inspection/testing, no later than (1) week following the inspections/testing. The report will detail the following information: Certification that the various items as listed in the inspections were checked at the specified time and that they were found to be functioning correctly or, if not functioning correctly, notations of the problems and correction actions to be… all compliance documents should be electronically uploaded to proper authorities under the correct judication

D.2 ACCOUNT MANAGEMENT:

Online account management

NOTE: Awarded firm to provide access to all security and fire systems remote access capabilities including all passwords.

D.3 COMMUNICATIONS:

SHUTTING DOWN FOR TEST AND REPAIR

Fire Alarm vendor shall notify the district by phone and email within 48 hours in advance, of the date, time, and school site for the shutdown of the existing fire alarm system. Once this notification has been called into the District and the relevant sites informed by the Maintenance office, the vendor will be approved to contact the local Fire Department.

Fire Alarm vendor will shut the fire alarm system down including putting the system on “test” mode. While being tested, Fire Alarm vendor shall be responsible for any costs associated with false fire alarms that trigger a visit from the fire department or any other agency.

D.4 AGREEMENT TERM

The initial term of the Agreement will be for a period of three (3) years, commencing on July 1, 2025 pricing must remain firm for the initial three (3) year term. There will be an option to renew the Contract for up to two (2) optional one (1) year terms based on satisfactory performance, the District requirements, and price negotiations.

D.5 NORMAL WORKING HOURS

Services are to be provided during normal working hours Mon-Fri. 6:30 AM – 4:30 PM, excluding holidays. Holiday work must be approved by the District ahead of time to ensure no disruption to site services.

F. PROPOSAL FORMAT

Description of Format that Proposals Shall Follow and Elements the Proposals Shall Contain

Responses must be concise, well-organized, and consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed.

The proposal shall be inclusive of resumes, forms, and pictures, and organized according to the numbering system reflected below.

All responses should include the following elements in the format and order set forth below:

1. Cover Letter
2. Table of Contents

3. Selection Criteria – Please review the selection criteria as detailed below and respond to each criterion in the order listed. **The Proposer should be an entity with a solid presence across California. Please provide supporting evidence for that.**

Selection Criteria Table:

Statement of Qualifications	1. Strength of key personnel dedicated to the project	● Organizational charts of the firm and: ● Firm Name and Address ● Firm History and description ● Former Names of firm ● Contractor License ● Whether the contracting license has ever been revoked ● Whether the contracting license has been suspended in the past five (5) years ● Statement indicating all claims in which firm or key personnel were involved in any way with litigation regarding the scope of this project within the past five years ● Firm's Department of Industrial Relations Registration Number ● Proof of certification to work on Honeywell Silent Knight and Faraday MPC 2000 fire alarm systems and DSC intrusion alarm system.
Statement of Qualifications	2. Relevant/ Recent Experience	Relevant and recent experience the firm has in delivering similar services on public school campuses Please give at least 3 examples, preferably in Southern California/Orange County
Statement of Qualifications	3. Safety Practices	Disclose any safety violations or injuries sustained to staff over the last 3 years of work.
Statement of Qualifications	4. Technical Competence with respect to types of services required	Demonstration of the firm's experience providing services similar to the project.

Standard Service Provider Agreement.	5. Example of Standard Service Provider Agreement	Service Provider's Agreement. **Include a certificate of insurance**
Timeline for Taking Over from Current Service Provider	6. Methods and Overall Strategic Plan to accomplish project on schedule.	Explanation of the firm's methods and overall strategic plan to accomplish work in a timely and competent manner.
Completed Project Pricing	7. Description of services	Please describe details of each service you will provide broken by site (see detailed Scope of Work in this RFP): NFPA 72 NFPA 25 Monitoring Reporting Repair services
Completed Project Pricing	8. Price Proposal	Price proposal will include: 1- **NFPA 72 for each site and total** **2- NFPA 25 for each site and total** **3- Monitoring services 24/7/365 per site and total** 4. Hourly rate for repair services 5. Hourly rate for after-hours services 6. Other fees *Provide response times for regular and emergency calls
Table of # of Devices	9. Table of Devices	Please create a table of devices which are to be monitored and inspected and provide itemized pricing.

G.ADDITIONAL REQUIREMENTS

1. Vendor must provide 24-hour emergency service with an on-site response time within 24 hours of District notification.

2. Vendor is not permitted to change any fire alarm programs without written approval from the District.

3. Prior to gaining access to any District site, vendor must sign a District Form taking responsibility for site keys (if the District assigns a key) or card keys. Vendor will be held liable for all rekeying costs if keys are not returned at the end of testing.

4. Vendor shall work with the District to accommodate any programs, classes, activities, and constructions that are in session during the testing and inspection events by the vendor.

5. For fire system testing, a warning notice with full contact information must be communicated with the District at least 2 weeks in advance to ensure it won't interfere with any of the site events/classes.

6. When testing audible alarms, vendor shall use wave sounds whenever possible. All other audible sounds must be tested during non-school hours. Testing times for sites that have summer programs with younger students must be coordinated and approved by the District.

7. Warning Notices Prior to Fire System Testing: Vendor must coordinate their proposed testing schedule with the District and Fire Department at least two (2) weeks in advance of any testing; Unless an emergency repair or issue comes up and it is coordinated with the District in advance.

8. Once the vendor has identified required/necessary repairs, the vendor shall submit a cost proposal and schedule to the District in a timely manner to ensure the District will get back in compliance with urgency.

9. Vendor shall provide a log of all maintenance activities performed at each site. This log shall be located near the fire alarm panel and shall include (1) summary of work performed, (2) person performing the work, and (3) date of work.

10. All personnel, while working in or on the District properties, shall wear uniform clothing. The uniform shall have the service provider's company name and be easily identifiable.

END OF DOCUMENT

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TOBACCO-FREE ENVIRONMENT CERTIFICATION

PROJECT/CONTRACT NO.:_____between Westminster School District ("District") and _____ ("Contractor" or "Bidder") ("Contract" or "Project").

This Tobacco-Free Environment Certification form is required from the successful Bidder.

Pursuant to, without limitation, 20 U.S.C. section 6083, Labor Code section 6400 et seq., Health & Safety Code section 104350 et seq.,Business and Professions Code section 22950 et seq. and District Board Policies, all District sites, including the Project site, are tobacco-free environments. Smoking and the use of tobacco products by all persons is prohibited on or in District property. District property includes school buildings, school grounds, school owned vehicles and vehicles owned by others while on District property. The prohibition on smoking includes the use of any electronic smoking device that creates an aerosol or vapor, in any manner or in any form, and the use of any oral smoking device for the purpose of circumventing the prohibition of tobacco smoking. Further, Health & Safety Code section 11362.3 prohibits the smoking or use of cannabis or cannabis products in any place where smoking tobacco is prohibited.

I acknowledge that I am aware of the District's policy regarding tobacco-free environments at District sites, including the Project site and hereby certify that I will adhere to the requirements of that policy and not permit any of my firm's employees, agents, subcontractors, or my firm's subcontractors' employees or agents to use tobacco and/or smoke on the Project site.

Date: _____

Proper Name of Contractor: _____

Signature: _____

Print Name: _____

Title: _____

END OF DOCUMENT

DRUG-FREE WORKPLACE CERTIFICATION

PROJECT/CONTRACT NO.:_____between Westminster School District ("District") and _____ ("Contractor" or "Bidder") ("Contract" or "Project").

This Drug-Free Workplace Certification form is required from the successful Bidder pursuant to Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any state agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a state agency may be subject to suspension of payments or termination of the contract or grant, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

The District is not a "state agency" as defined in the applicable section(s) of the Government Code, but the District is a local agency and public school district under California law and requires all contractors on District projects to comply with the provisions and requirements of Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990.

Contractor must also comply with the provisions of Health & Safety Code section 11362.3 which prohibits the consumption or possession of cannabis or cannabis products in any public place, including school grounds, and specifically on school grounds while children are present.

Contractor shall certify that it will provide a drug-free workplace by doing all of the following:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition.

b. Establishing a drug-free awareness program to inform employees about all of the following:

   (1) The dangers of drug abuse in the workplace.
   (2) The person's or organization's policy of maintaining a drug-free workplace.

(3) The availability of drug counseling, rehabilitation, and employee-assistance programs.

(4) The penalties that may be imposed upon employees for drug abuse violations.

c. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required above, and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substance at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the Contract be given a copy of the statement required by section 8355(a), and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the District determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of section 8355, that the Contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of the aforementioned Act.

I acknowledge that I am aware of the provisions of Government Code section 8350 et seq. and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990 and Health and Safety Code section 11362.3.

Date: _____

Proper Name of Contractor: _____

Signature: _____

Print Name: _____

Title: _____

END OF DOCUMENT

CRIMINAL BACKGROUND
INVESTIGATION/ FINGERPRINTING CERTIFICATION

PROJECT/CONTRACT NO.:_____between the Westminster School District ("District") and _____ ("Contractor"); Agreement dated,_____, 20___("Agreement").

Education Code section 45125.1 provides that if the employees of any entity that has a contract with a school district may have any contact with pupils, those employees shall submit or have submitted their fingerprints in a manner authorized by the Department of Justice together with a fee determined by the Department of Justice to be sufficient to reimburse the Department for its costs incurred in processing the application.

The Department of Justice shall ascertain whether the individual whose fingerprints were submitted to it has been arrested or convicted of any crime insofar as that fact can be ascertained from information available to the Department. When the Department of Justice ascertains that an individual whose fingerprints were submitted to it has a pending criminal proceeding for a violent felony listed in Penal Code section 1192.7(c), or has been convicted of such a felony, the Department shall notify the employer designated by the individual of the criminal information pertaining to the individual. The notification shall be delivered by telephone and shall be confirmed in writing and delivered to the employer by first-class mail.

The contractor shall not permit an employee to come in contact with pupils until the Department of Justice has ascertained that the employee has not been convicted of a violent or serious felony. The contractor shall certify in writing to the governing board of the school district that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony.

Penal Code section 667.5(c) lists the following "violent" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; lewd acts on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant inflicts great bodily injury on another; any robbery perpetrated in an inhabited dwelling; arson; penetration of a person's genital or anal openings by foreign or unknown objects against the victim's will; attempted murder; explosion or attempt to explode or ignite a destructive device or explosive with the intent to commit murder; kidnapping; continuous sexual abuse of a child; and carjacking.

Penal Code section 1192.7 lists the following "serious" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; a lewd or lascivious act on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally inflicts great bodily injury on another, or in which the defendant personally uses a firearm; attempted murder; assault with intent to commit rape or robbery; assault with a deadly weapon on a peace officer; assault by a life prisoner on a noninmate; assault with a deadly weapon by an inmate; arson; exploding a destructive device with intent to injure or to murder, or explosion causing great bodily injury or mayhem; burglary of an inhabited dwelling; robbery or bank robbery; kidnapping; holding of a hostage by a person confined in a state prison; attempt to commit a felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally uses a dangerous or deadly weapon; selling or furnishing specified controlled substances to a minor; penetration of genital or anal openings by foreign objects against the victim's will; grand theft involving a firearm; carjacking; and a conspiracy to commit specified controlled substances offenses.

To the Governing Board of Westminster School District:

I, _____(name of contractor) certify that:

1. I have carefully read and understand the Notice Regarding Criminal Records Check (Education Code section 45125.1).

2. Due to the nature of the work I will be performing for the District, my employees may have contact with students of the District.

3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code section 1192.7 and this determination was made by a fingerprint check through the Department of Justice.

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

Date: _____

Proper Name of Contractor: _____

Signature: _____

Print Name: _____

Title: _____

END OF DOCUMENT