SOLANO COUNTY
FAIRGROUNDS & EVENT CENTER

Cover Page

Contents included in this RFP Package

1. RFP Number 2026-1 Interim Events/Satellite Wagering and Fairtime Security 2026-2028

2. Forms Section - Lists all the forms to be completed

3. Bidder Contractor Status Form

4. Financial Proposal/Small Business Preference Bid From

5. Example documents
    a. Example Fairtime schedule (Tentative 2026)
    b. Example Interim event schedule (2025)
    c. Example Security Order Form (Interim Security Agreement)
    d. Example Event Report Form
    e. Map of grounds depicting gate numbers

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REQUEST FOR PROPOSAL PACKAGE

INTERIM EVENTS/SATELLITE WAGERING AND FAIRTIME SECURITY
RFP NUMBER 2026-___ INTERIM AND FAIRTIME SECURITY 2026-2028
MAY 1, 2026 – DECEMBER 31, 2028

PAGE NUMBER 1 THROUGH 21

SOLANO COUNTY FAIR ASSOCIATION (SCFA)

Contact Person: Thomas B. Keaney, Sr., Chief Executive Officer

This person is the only authorized person designated by the SCFA to receive communication concerning this RFP. **PLEASE DO NOT ATTEMPT TO CONTACT ANY OTHER PERSON CONCERNING THIS RFP**. Oral communication of SCFA officers and employees concerning the RFP shall not be binding on the SCFA. It shall in no way excuse the bidder of obligations outlined in the RFP. Only questions concerning the technical requirements of the RFP will be answered.

Address: 900 Fairgrounds Drive
Vallejo, CA 94589

Phone: (707) 780-7927

Date: February 18, 2026

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SOLANO COUNTY FAIR ASSOCIATION
TABLE OF CONTENTS
RFP Number 2026-1 Interim Events/Satellite Wagering and Fairtime Security 2026-2028

Part I	Definitions	Page 7
Part II	General Information	Page 8
Part III	History and General Information	Page 10
Part IV	Rules Governing Competition	Page 11
Part V-a	Statement of Work -Interim Events/Satellite Wagering Contract Terms and Conditions	Page 13
Part V-b	Statement of Work – Fairtime Security Contract Terms and Conditions	Page 15
Part V-c	Additional Terms and Conditions	Page 16
Part VI	Evaluation, Selection and Scoring	Page 17
Part VII	Mandatory Format & Content Requirements	Page 20
Part VIII	Forms	Page 21

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DEFINITIONS

ASSOCIATION (SCFA)	Refers to the Solano County Fair Association, a California non-profit operating under an agreement with Solano County, charged with the management of the Solano County Fairgrounds & Event Center facility and promoter of the annual Solano County Fair.
BIDDER	The individual, company, or organization submitting this proposal.
EVALUATION & SELECTION COMMITTEE	Committee chosen by the ASSOCIATION to evaluate and score proposals received.
QUALIFIED	The term "qualified," as it is used in this document, refers to the bidders who are awarded at least the minimum number of points by the Evaluation and Selection Committee (Committee) on Tier One, the technical portion of the proposal. No bidder's financial bids will be opened and considered if they have not received sufficient points to be deemed a qualified bidder.
RFP	Request for Proposal.
RESPONSIVE	Proposals that are timely, meet the proper format required for the submittal of proposals, and provide the necessary information according to the criteria outlined in the RFP will be considered "responsive" and eligible for scoring.
CONTRACTOR	The Proposer awarded an agreement as a result of this RFP process.
FACILITIES	Various parts of the Solano County Fairgrounds & Event Center premises described in this RFP.
TECHNICAL PORTION	The technical portion of the proposal: Document 1, "Technical Proposal"
FINANCIAL PORTION	The financial portion of the proposal: Document 2, "Financial Proposal Bid Form"

PART II

GENERAL INFORMATION

A. REQUEST FOR PROPOSALS (RFP)

The Association, in releasing this RFP intends to award up to two contracts for a period of up to three (3) years, to provide interim event, Satellite Wagering and fair time security services for the Solano County Fair for 2026 with options to extend for 2027 and 2028. (For multi-year contracts, certification of satisfactory performance is required at the end of each year as a justification for the continuance of the agreement.) This RFP shall award separate contracts for Fairtime and Interim Event/Satellite Wagering services. The same bidder may be awarded for both contracts.

B. BIDDER RESPONSIBILITY

Read the documents very carefully, as the Association shall not be responsible for errors or omissions on the part of the bidder. Carefully review the final submittal, as reviewers will not make interpretations or correct detected errors in calculations.

C. DELIVERY OF PROPOSALS

Proposals must be physically received before the closing time stated below in order to be deemed Responsive. . ***Faxes are unacceptable.***

Proposals must meet the following format requirements to be deemed Responsive:

- One sealed package containing three (3) copies of the technical proposal and labeled with the bidder's name, the RFP number, and "Technical Proposal" (For additional details, see Part VII, B.1.)
- One (1) sealed package containing one (1) copy of the financial proposal bid form labeled "Financial Proposal Bid Form."(For additional details, see Part VII, B.2.)
- Both sealed packages must be placed in a third package with the bidder's name on the outside and addressed as follows:

Thomas B. Keaney, Sr., Chief Executive Officer
Solano County Fair Association
900 FAIRGROUNDS DRIVE
Vallejo, CA 94589
RFP Number 2026-1 Interim/Satellite Wagering and Fairtime Security 2026-2028

D. CONTRACT AWARD

If the proposal is not automatically rejected as described in Part II, Section C, then each bidder's technical proposal is evaluated and scored by the Committee who utilizes the score sheet included in Part VI. Subsequently, the "Financial Proposal Bid Forms" will be opened and scored.

If a contract is awarded, it shall be granted to the Qualified Bidder who submits the proposal with the highest final score. Prior to the Board awarding a contract, the Fair shall post a "Notice of Proposed Award" at the administration office for five (5) working days. In addition, a copy of the notice will be mailed to each bidder. Upon the expiration of the five-day posting period (close of business on the fifth working day), if no protest has been filed, the contract will be awarded. If a protest is filed prior to the contract award, the contract shall not be awarded until the protest has been resolved.

E. TENTATIVE SCHEDULE

RFP Released	Wednesday, February 18, 2026
Proposals Due **Postmarks not accepted**	**No later than 4:00 P.M.*** **Wednesday, April 1, 2026** **(Office closed during lunch; noon – 1:00 pm)**
Interview, if necessary, to clarify Proposals (Interviews are not public, but may be recorded.)	April 6 - 9, 2026
Financial Offers Opened	After scoring of the Technical Proposal
Notice of Proposed Award	No later than 5:00 P.M. on April 10, 2026
Award final, No protest may be filed after this time	No later than Friday, April 15, 2026**
The proposed contract commences	May 1, 2026

* These dates and times may only be changed with written notice

** As of this date, the proposed award is public information, obtainable by phone call to the Fair Office.

F. BIDDER/CONTRACTOR STATUS FORM

All *bidders* must complete, sign and submit the form in response to the RFP. Failure to comply will deem the bidder non-responsive. The ASSOCIATION reserves the right to verify the information on the **Bidder/Contractor Status Form** at the time of the bid. By signing this form, you are authorizing the release of any information about yourself or the business in which you participate or have participated, including details of a confidential or privileged nature in possession of government or private agencies or individuals who furnish such information and are absolving them of liability for damages which may result from providing the information requested. If the bidder is a corporation, the form must include the title of the person signing, i.e., corporate office status, and a copy of the corporate resolution authorizing the signing of the form **must** be attached. If a partnership, the signing partner must indicate whether a limited or general partner.

G. INSURANCE:

The certificate must include the following unless the bidder is on the CFSA's Master Insurance Certificate List;

The bidder awarded the contract shall provide a signed original Certificate of Insurance **$ 1,000,000.00** in commercial general liability coverage, **$ 1,000,000.00** in automobile liability insurance, proof of worker's compensation insurance, and/or $ **N/A** in liquor liability, if applicable) per occurrence for bodily injury and property damage liability combined before entering into a contract to be let according to this RFP.

The certificate must include the following unless the bidder is on the F & E's or CFSA's Master Insurance Certificate List.

- evidence of authorized insurance for the term of the contract; including set up and tear down days,
- a 30-day cancellation notice,
- the ASSOCIATION's name and address are shown as the certificate holder, and
- the additional insured language is *exactly* as stated below

" The Solano County Fair Association, the County of Solano, the State of California, the California Fair Services Authority and each agency's officers, agents, employees, directors, managers, volunteers and elected or appointed boards, are named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement..".

For bidding purposes, submit a copy of your current insurance coverage. The exact language is not required now, just proof that you have insurance in the required amounts. Include your agent's name and phone number to enable the ASSOCIATION to verify the coverage.

PART III

HISTORY AND GENERAL BACKGROUND INFORMATION

1. INTERIM EVENTS

The Solano County Fair Association has been in existence since 1946. Solano County Fairgrounds caters to an ethnically diverse population and provides a variety of attractions for that population.

The Interim Events are significant sources of revenue for the Fairgrounds. Interim Events held on the grounds include but may not be limited to weddings, parties, conferences, car shows, swap meets, dog shows, dances, festivals, picnics, RV shows and sales, autocross, carnivals, Quinceañera.

Our Satellite Wagering facility ("The Winner's Circle") hosts satellite horseracing from around the world, and is typically open three days per week with other open dates as arranged. .

Ninety percent of all interim events are on the weekend. We have included a calendar that lists the number of guards required for events in 2025. Also, in 2025, we contracted on average 54 satellite wagering guard hours every weekend Thursday through Sunday, including Holidays. A 2025 interim event schedule is included in this RFP.

The 2025 rates for guard card security guards were $31.95 for regular guards, weekday guards & satellite wagering guards, $26.99 for non-guard card event staff, and $33.95 for guard card supervisors.

2. FAIRTIME

Tentative Solano County Fair Dates for the next three (3) years (A sample schedule is included with this RFP):

(1) 2026 dates June 11 through June 14, 2026.
(2) 2027 dates June 10 through June 13, 2027.
(3) 2028 dates June 8 through June 11, 2028.

HOURS: The following schedule that was in effect for the 2025 Fair. Carnival hours are the same as the gate hours. Hours open to the public were Thursday, 4:00 p.m. to 10 p.m.; Friday & Saturday and Sunday, Noon to 10:00 p.m.

DAY	BUILDINGS OPEN	CARS OFF GROUNDS	BOOTHS OPEN	BUILDINGS CLOSE
Thursday	10:30 AM	3:00 PM	4:00 PM	9:00 PM
Friday	10:00 AM	11:00 AM	NOON	9:00 PM
Saturday	10:00 AM	11:00 AM	NOON	9:00 PM
Sunday	10:00 AM	11:00 AM	NOON	9:00 PM

The Association reserves the right to change the date(s) of any or all the above event dates with a ninety (90) day written notice to the contractor. (Includes length and start/end dates).

The 2025 guard card security guard rates were $40.00 for regular guards, $35.00 for non-guard card event staff, and $42.00 for guard card supervisors. The 2025 Fair had approximately 2,077 regular guard hours and 202 supervisory guard hours.

3. BOTH INTERIM/SATELLITE WAGERING & FAIRTIME

THE BID SHALL BE QUOTED ON AN HOURLY BASIS. THERE SHALL BE NO ADDITIONAL CHARGES WITHOUT AN AMENDMENT TO THE AGREEMENT SIGNED BY BOTH PARTIES. **ALL HOURS PAID WILL BE STRAIGHT TIME**, **AND NO OVERTIME HOURS WILL BE PAID.**

PART IV

RULES GOVERNING COMPETITION & TECHNICAL EVALUATION

A. RFP REQUIREMENTS AND CONDITIONS

1. ERRORS

If a competitor discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, it shall immediately notify the ASSOCIATION of such error in writing, addressed to the contact person listed on the cover page, and request modification or clarification of this document. Modifications, if any, will be made in writing by way of the addenda issued pursuant to paragraph 2 below. Clarifications, if given, will be provided by written notice to all parties to whom the ASSOCIATION had sent notification of the RFP and to persons or entities who have requested to be given notice of any modification or notices.

2. ADDENDA

If necessary, the ASSOCIATION will modify the RFP before the date set for submission of final proposals by issuance of an addendum to all parties who have been furnished notice of the RFP for bidding purposes. ***All bidders should ask the contact person on the cover sheet whether any addenda have been issued before submitting a proposal in response to the RFP.***

3. DEFINITIONS

The use of "shall," “must,” or "will" indicates a *mandatory* requirement or condition in this RFP. Failure to include such requirements will result in a proposal's disqualification.

The words "should" or "may" indicate a desirable attribute or condition but are permissive and may affect the score proposal received.

4. GROUNDS FOR REJECTION

A proposal ***shall*** be rejected if

- It is received any time after the date set for receipt of bids as stated in Part II, paragraphs C and E.
- It is not prepared in accordance with the required proposal format, or information is not submitted in the format required by this RFP.
- The firm has submitted multiple bids in response to this RFP without formally withdrawing other proposals.

A proposal ***may*** be rejected if:

- It contains false or misleading statements or references which do not support attributes or conditions contended by the bidder. (The proposal *shall* be rejected if, in the opinion of the ASSOCIATION, such information was intended to mislead the ASSOCIATION in its evaluation of the proposal and attribute, condition, or capability of the requirement to this RFP.)
- It is unsigned.

5. RIGHTS TO REJECT ANY AND ALL BIDS

It is the policy of the ASSOCIATION not to solicit proposals unless there is a bona fide intention to award a contract. However, the ASSOCIATION reserves the right to reject any or all proposals or to cancel the RFP at any time during the process.

6. PROTEST PROCESS

- Only Bidders who submitted proposals in response to this RFP can file a protest.
- Protests must be in writing and must detail the full scope and nature of the protest.
- Only one protest per BIdder will be permitted.
- Protests must be submitted within 5 business days of the Fair's issuance of Notice of Intent to Award.
- All protests will be reviewed by the Fair Board, which will determine the validity of the protest and what action, if any, will be taken in response to the protest.
- Decisions of the Association Board with respect to any protest are final. The protest procedure set forth herein is the exclusive remedy for challenging the Notice of Intent to Award. Failure to strictly follow the requirements of this section shall constitute a waiver of all appeal rights and any further right to challenge the Fair's award of an agreement.

B. OTHER INFORMATION

1. DISPOSITION OF PROPOSALS

All materials submitted in response to RFP will become the property of the ASSOCIATION. All proposals, evaluations, and scoring sheets shall be available for public inspection after the committee scoring process and announcement of intent to award. If an individual requests copies of these documents, the ASSOCIATION will assess a fee to cover duplicating costs. Documents may be returned only at the ASSOCIATION's option and at the bidder's expense. One copy of each bidder's proposal shall be retained for official ASSOCIATION files.

2. CONFIDENTIALITY OF PROPOSALS

The ASSOCIATION will hold the contents of all proposals in confidence until issuance of the **Notice of the Proposed Award**; once issued and posted, no proposal will be treated as confidential. However, if a Bidder wishes to maintain proprietary and/or legally protected material as confidential, they must specifically identify any such material when submitting its proposal. The ASSOCIATION will not be liable for disclosing material that a Bidder fails to identify as confidential at the time of submission of its proposal.

The ASSOCIATION may use all materials, including those materials identified as confidential, to justify the awarding or not awarding of a contract if a protest is filed. The ASSOCIATION will not be liable for inadvertently releasing confidential materials, although the ASSOCIATION will use its best efforts to prevent the release of said materia, provided that it has been properly identified as set forth in this sectionl.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

Any proposal the ASSOCIATION receives before the time and date set for receipt of proposals may be withdrawn or modified by written request of the bidder. However, to be considered, the revised proposal must be received by the time and date set for receipt of proposals in Part II.

A bidder cannot withdraw or modify a proposal after the due date and time for submissions, and further, a bid cannot be "timed" to expire on a specific date. For example, a statement similar to "This proposal and the cost estimate are valid for 60 days" is nonresponsive to the RFP.

STATEMENT OF WORK TO BE PERFORMED
AND CONTRACT TERMS AND CONDITIONS

INTERIM EVENTS / SATELLITE WAGERING

A. The contractor agrees to furnish uniformed security for interim Events and Satellite Wagering at the Solano County Fair Association.

1. The requirements for interim security will vary with the demands of interim contractors. Generally, services will be for weekend events. The actual number of days of operation is undeterminable. The Contractor will be expected to work from approximately May 1, 2026, through December 31, 2026. There are two oneyear options, from January 1, 2027 through December 31, 2027 and from January 1, 2028 through December 31, 2028.

2. If requested, Winner's Circle Satellite Wagering Security requires approximately one (1) uniformed guard almost every Friday, Saturday, Sunday, and Other Dates as arranged. The hours vary, but approximations are 9:30 a.m. to 11:00 p.m. The hours may vary so the guards need to be prepared for either shorter or longer shifts. Guards need to be scheduled to avoid overtime.

3. Contractor shall provide a list of all scheduled employees (including name, phone number, and at least ten (10) days before the event.) *Association reserves the right to vary workforce and hours as management deems necessary.* At least one Supervisor will be required for each interim event covered.

4. Guards must arrive and be in the assigned position on time and fully uniformed.

5. For each event, half of the guards requested must be Spanish-speaking bilingual guards.

6. When requested, the contractor shall provide a minimum of five wands to be used at large public and private events.

7. Security personnel on duty will NOT carry firearms.

8. Contractor is responsible for ensuring all guards have valid "California Guard" certification and are fully trained and dressed in clean uniforms. The contractor must provide copies of twenty guard cards at a minimum with the bid package. (See Part VI, Sec. B-2). Fair Association may request proof of guard card at their discretion.

9. Contractor is responsible for promptly completing incident reports and providing copies to fair management. In an accident involving people or equipment, the guards must contact the Fair CEO.

10. Contractor shall always have a supervisor on duty to direct personnel.

11. Within 48 hours following every event, the Contractor will provide Association with an event report, invoice, and staff roster showing hours worked. Payments to the contractor will not be made until all reports for the event have been received.

B. Contractor shall provide personnel and management expertise.

1. **A site supervisor must be designated who will work at all interim events and be available as the contact person for a weekly one (1) hour phone meeting with fair staff.**
2. The site supervisor must provide a 24-hour emergency contact phone number.
3. Concrete management philosophies, practices, and policies shall be used to ensure professional personnel actions during the execution of the contract.
4. Management shall operate in a manner that enhances the fair in the eyes of its patrons.
5. Contractor will meet with Association management at the Fair Administration Office every quarter or more often if needed to discuss job duties, expectations & performance.

C. Contractor shall demonstrate a high degree of experience and performance during the contract period.

D. Contractor shall always make safety its number one concern.

1. At all times during the contract period, care shall be used that is reasonable and prudent to ensure the safety of all concerned.
2. Contractor shall ensure that his actions cannot be judged negligent.

E. Association reserves the right to add or remove required services upon written notice.

F. At Association's option Association will collect all security fees and make payment to Contractor.

FAIRTIME

A. The contractor agrees to furnish uniformed security for the Solano County Fair Association.

1. Contractor agrees to comply with the staffing schedule provided annually by Fair Management. A sample of the anticipated work schedule is attached. All gates are to be guarded per the schedule and shall not be unattended at any time during the scheduled period, i.e., changing shifts or breaks. Fair management reserves the right to change schedules and hours.
2. Contractor shall provide a list of all scheduled employees and guard cards (including name, phone number, and social security numbers) at least fourteen (14) days before the fair.
3. Contractor shall provide an operational communication system, via two-way radios or headsets and microphones or a combination thereof, to all the staff assigned roving duty and at least one at each gate. To maintain adequate communications, the contractor must provide a radio and charger to the Fair CEO and law enforcement dispatch office.
4. Contractor shall provide a minimum of five wands to be used each day of the fair.
5. Contractor is to utilize Guest Safety as Security Office, in a joint effort with law enforcement, as Security Headquarters, at no cost to the contractor. This office is shared with the Admissions Department. Contractor shall be given opportunity to bring their own trailer, at contractor's expense, to act as the Security office.
6. Security personnel on duty will NOT carry firearms.
7. Contractor must meet with the Fair CEO and a representative of the local law enforcement team on designated dates by the Fair CEO before the Solano County Fair each year.
8. For a multi-year contract, the performance quality is expected to improve or, at a minimum, stay the same.
9. Contractor is responsible for ensuring all guards have valid "California Guard" certification and are fully trained and dressed in clean uniforms. **The contractor must provide copies of twenty guard cards at a minimum with the bid package.**
10. Contractor is responsible for promptly completing incident reports and providing copies to fair management.
11. Contractor is responsible for working with law enforcement to care for lost children properly.
12. Contractor shall ensure enough coverage at each gate to allow the guards to perform the duties of ticket takers/hand stamping. (Subject to change)
13. Contractor shall always have a supervisor on duty to direct personnel.

B. Contractor shall provide personnel and management expertise.

Concrete management philosophies, practices, and policies shall be used to ensure professional personnel actions during the execution of the contract.

1. Management shall operate in a manner that enhances the fair in the eyes of its patrons.

C. Contractor shall demonstrate a high degree of experience and performance during the contract period.

D. Contractor shall always make safety its number one concern.

1. At all times during the contract period, care shall be used that is reasonable and prudent to ensure the safety of all concerned.
2. The contractor shall ensure that his actions cannot be judged negligent.

ADDITIONAL TERMS AND CONDITIONS

These terms and conditions are in addition to those contained in the Standard Contract Terms and Conditions and will be made a part of the contract.

A. Contractor will ensure that all employees familiarize themselves with the facility and can assist guests with direction or assistance.

B. Contractor will ensure that the supervisor and employees become familiar with the Association's Disaster or Emergency Plan in the event of a crisis.

C. Contractor must maintain one or more representatives authorized to always take immediate action upon any request of Fair Management while the contractor is on the Fairgrounds. This person must be identified to the Fair as the contractor's authorized representative.

D. Additional stipulations for scheduling:

1. For events with coverage for one guard/event staff, that position shall be scheduled as a Supervisor. Satellite wagering guard shifts are exempt.
2. All guard/event staff shifts shall be scheduled for at least four (4) hours.
3. For events with coverage of more than one guard/event staff, the first personnel ordered shall be scheduled as a supervisor, and the remaining personnel can be scheduled as guard/event staff. Satellite wagering guard shifts are exempt.
4. For events with coverage of more than ten (10) guard/event staff, there shall be one supervisor scheduled for every eight (8) guards/event staff. The Contractor is to provide Association with an anticipated supervisor-to-guard ratio. (See Part VI, Sec. B-2)
5. For the annual Fair, and significant interim events requiring over thirty-five (35) personnel, the successful contractor shall schedule an event manager and command post for no more than eight (8) hours each day. The contractor must provide detail with the bid package. (See Part VI, Sec. B-2)
6. **The contractor shall not be allowed to subcontract for additional guards for any purpose.**
7. It is mutually understood that the successful contractor shall need break relief positions to be included in scheduling orders per the California Labor Standards Act. The Association approves one (1) relief person per eight (8) hour shift. If the service order does not include the appropriate number of guards to fulfill this requirement, the contractor must notify the Association within 24 hours of receiving the service request.
8. A Sign-in Differential (SID) shall not be allowed at any time.

E. Additional stipulations for the commencement of Operations

1. During the annual Fair, the Association shall provide up to five (5) dry-camp RV spaces. None will be in a space that provides utilities without cost to the Contractor. The contractor must contact the Association by March 31 of each year if they choose to have space(s) with utilities at the Contractor's expense.
2. During the annual Fair, the Association shall provide a reasonable amount of ice, but no other supplies will be provided or reimbursed.
3. Additional coverage for any service schedule will be added within twenty-four (24) hours of coverage start to allow adequate time to acquire staffing. Any last-minute additions to staffing that create an overtime situation for the Contractor with be paid by Fair Association.
4. Any discontinuance of services will be reported to the Contractor within twenty-four (24) hours of completion of the shift, or Fair Association will not pay for the unused service.

PART VI

EVALUATION, SELECTION, AND SCORING PROCESS

Each proposal shall be evaluated to determine responsiveness to the ASSOCIATION's needs as described in this RFP. This part describes the process the ASSOCIATION will follow when evaluating and scoring proposals and awarding the contract, if any is granted, and contains the exact scoring criteria to be used. During the evaluation and selection process, Association may, at its sole option, elect to interview bidders at any time prior to awarding a contract. Should the Association elect to conduct interviews, it will interview each candidate meeting the minimum qualifications. The bidder will not be allowed to ask questions concerning other bidders but only to respond to clarification questions from the committee. The bidder cannot change proposals after the time and date designated for receipt.

A. EVALUATION AND SELECTION

1. Following the deadline for receipt of proposals as stated in Part II, each proposal will be examined to determine if
    - Submittal (receipt) was by the deadline time and date, and
    - The physical format requirements were met.

    This is not a public review.
2. Technical proposals that meet the submittal format requirements, as stated in the previous paragraph, will be submitted to the Committee for
    - Review of the technical proposals,
    - Confirmation that the information is presented in the format required by the RFP, and
    - All required documentation is included and correct.

    Proposals that do not present the information in the format required may be rejected as non-responsive.

    This is not a public review.
3. The ASSOCIATION reserves the right to verify any references and employment experiences referenced or disclosed in this proposal or to ascertain the accuracy of the information presented. Misinformation or inaccuracies are grounds for disqualification or receipt of a lower score.
4. The Committee will evaluate each proposal that meets the format requirements of the preceding paragraph two and assign points for the technical proposal.

    This is not a public review.
5. The Committee will evaluate each Qualified proposal's Financial Proposal and assign points.

    This is not a public review
6. Association may, at its sole option, elect to interview bidders at any time prior to awarding a contract. Should the Association elect to conduct interviews, it will interview each candidate meeting the minimum qualifications. Following any interviews, the proposals may be re-scored.

    This is not a public review.
7. The average score of each competitor is then determined in the evaluation and selection meeting.
8. The winning Bidder is the Bidder who then has the highest score.
9. In the event of a tie in determining the successful bidder, the tie will be broken by a toss of a coin by a member of the Committee and in the presence of authorized representatives of the tied bidders.
10. All bidders will be notified of the results. Notice of the proposed award is posted for five (5) working days at the fair. During this five-day posting period, a protest may be filed.

B. SCORING PROCESS

Bidders receiving a score of **55 points** or more for each "Technical Proposal," Tier 1, will be deemed qualified, and their "Financial Proposal Bid Form," Tier 2, will be reviewed. ***If a bidder does not receive the minimum number of points, as stated above, that bidder will not be deemed qualified, and the bidder's financial proposal will not be opened nor reviewed.***

TECHNICAL PROPOSAL SCORING CRITERIA ..... SCORE

1. Relevant Work Experience ..... 20 Points

- Experience and previous performance for the past three years.
- A complete list of performance history under similar or relevant conditions.
- Include estimated attendance, the events' dates, the number of guards per shift, and the number of shifts provided.
- Specify overall company and business philosophy qualifications, including a resume of business principles (attitude, interest in the project, integrity, years of experience, etc.).
- Specify in the bid proposal any additional stipulations to be included in the contract. Cost to the Fair Association for these added stipulations may affect scoring.

2. Personnel ..... 20 Points

- Attach a copy of the personnel manual and applicable policies or statements of the same.
    - Recruitment process
    - Dress code
    - Organizational chart
    - Personal integrity
    - Level of expertise required
- List of supervisors and length of employment.
- Attach statements of personnel's detailed working knowledge of systems and professional experience.
- Attach headcounts for personnel residing in each of Solano, Napa, Contra Costa or Sonoma Counties.
- Attach headcounts for maximum staffing levels available for Association events.
- Include statements describing personnel's willingness to work with and cooperate with Fair staff, performers, and their representatives.
- Copies of twenty employee's guard cards. Specify which are Spanish bilingual.
- Provide a history of the Supervisor-to-Guard ratio for previous events.
- Provide additional details on hours the event manager and command post personnel shall be on site.
- **Include proof of Workers' Compensation Insurance coverage for employees.**

3. References and background checks ..... 20 Points

- Attach names, addresses, and telephone numbers of at least five (5) business references from events, fairs, or facilities.
- Attach names, addresses, and telephone numbers of at least three (3) vendor references (from companies you do business with.)
- Submit at least three (3) current (2019 or later) letters of recommendation from any past contractors on their business letterhead with signatures.

B. SCORING PROCESS (continued)

4. Equipment and date purchased.....10 Points

- Communication
  - Radios and Radio equipment
  - Cell phones
  - Pagers
- Wands
- Uniforms
  - Badges
  - Handcuffs
  - Hats
  - Type of shirts
- Vehicles
  - Four-wheelers (ATVs)
  - Golf carts
  - Mopeds
  - Motorcycles
  - Horses

1. Financial Proposal .....30 Points

- For Proposals scoring 55 or higher on the Technical Proposal, as described on attached Financial Offer Form

Total Points .....100 Points

C. FINANCIAL PROPOSAL INFORMATION

FORMULA FOR SCORING:

The three (3) year sum to be paid to the Contractor is based on the hours for guards in this RFP Part III.

The contractor who proposes the lowest financial offer will be awarded 30 points. All remaining proposals will be awarded points for their financial offer based on a weighted average. Therefore, the financial offer for all remaining proposals will be divided into the lowest financial offer and this resulting factor will be multiplied by 30 points.

$$\frac{\text{Lowest Offer}}{\text{Other financial offers}} \times 30 = \text{Points assigned to all other financial proposals}$$

Example

$$\frac{\text{Lowest offer} = \$800{,}000}{\text{Next lowest} = \$850{,}000} \times 30 = 28.20 \text{ points awarded}$$

Lowest offer gets 30 points, next lowest offer gets 28.20 points for the financial section of the scoring.

PART VII

MANDATORY FORMAT AND CONTENT REQUIREMENTS

A. INTRODUCTION

This part provides instructions to the bidder regarding the mandatory proposal format and content requirements. The bidder must remember that:

- All bids submitted must follow the proposal format instructions
- All information must be presented in the order and the manner requested
- All questions must be answered
- All requested data must be supplied.

Proposals not following the required format will be deemed non-responsive and rejected.

B PROPOSAL FORMAT AND CONTENT

Each proposal must be prepared as two (2) separate documents in two (2) different sealed packages; all sealed containers are inserted into a third package. All packages must be labeled as described in Part II, paragraph C.

1. Tier 1, "Technical Proposal."

Information in the technical proposal is to be provided in the order requested, beginning with the cover letter page. Each page should be numbered at the bottom, and all narrative portions of the proposal should be typed.

The first page of the technical proposal must be a signed cover letter on the letterhead of the bidder and contain the following statement verbatim:

"Submission of this proposal signifies that all terms, conditions, requirements, protest procedures, performance measures, and instructions concerning the award of the RFP Number 2026-___ Interim/Satellite Wagering and Fairtime Security 2026-2028, to which this proposal responds, has been read and understood. Further, in signing this letter, as the authorized representative of the submitting bidder, it is expressly agreed by the bidder that failure to have provided accurate and truthful information in this proposal or any deviation from any requirement or performance measure stated in the RFP shall constitute grounds for rejection of this proposal. And further, the bidder agrees that if the submitted proposal is not in the format of the RFP, the bidder's proposal will be deemed non-responsive".

The person's name must be printed clearly above the signature line and dated. If the bidder fails to submit this document, which is not signed and dated, the proposal will be rejected as non-responsive.

Table of Contents:

- Include a Table of Contents
- One (1) completed, dated, and signed "Bidder/Contractor Status Form."
- Evidence of Insurance, not less than $1,000,000 CSL, in the name of the bidding company and has not expired. Please provide your agent's name and telephone number for verification purposes.
- One (1) copy of the current Private Patrol Operator License in the name of the bidding company that has not expired.
- Bidder must provide all information/documentation requested in Part VI, B.

2. Tier 2, "Financial Proposal Bid Form."

Each Financial Proposal Bid Form must be completed and signed. Label envelopes: "Exhibit F-a Interim/Satellite Wagering" and/or Exhibit F-b Fairtime."

PART VIII

FORMS SECTION

A. FORMS TO BE COMPLETED AND SUBMITTED BY THE BIDDER

- Bidder/Contractor Status Form
- Financial Proposal Bid Forms completed and signed.

B. DOCUMENTS TO BE COMPLETED BY ASSOCIATION

- Notice of Proposed Award after the proposed awardee is determined.

B. DOCUMENTS THAT ARE PART OF THE CONTRACT TO BE AWARDED (Only the winning bidder shall be given contract documents)

- Professional Service Agreement
- Standard contract Terms and Conditions Forms (SCTC)
- Insurance Requirements-Exhibit E & E1 (As outlined in Part G of this RFP)
- STD. 204 Payee Data Record

As of 8/13/25

overnight

2026 SOLANO COUNTY FAIR

SECURITY SCHEDULE V1

POST	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TOTAL
				Ag Day	Derby	Derby	Jaripeo in Arena		
Sage Street Gate	8a - 12m	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 12m - 8a	
Parking Evaluation	16	24.0	24.0	24.0	24.0	24.0	24.0	8.0	168.0
Sage Street Inner			1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p		
On Grounds Eval			15.0	15.0	15.0	15.0	15.0		75.0
Sage Road Traffice Control			1 @ 8a - 8p	1 @ 8a - 10p	1 @ 8a - 10p	1 @ 8a - 10p	1 @ 8a - 10p		
			12.0	14.0	14.0	14.0	14.0		68.0
Cred Gate/Ops/ Gate 2				1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p		
				15.0	15.0	15.0	15.0		60.0
VIP Gate				1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p	1 @ 8a - 11p		
Director's Lot				15.0	15.0	15.0	15.0		60.0
Main Gate (Admission)				2 @ 330p - 1030p	2 @ 1130a - 1030p	2 @ 1130a - 1030p	2 @ 1130a - 1030p		
Wanding/Bag Check				14.0	22.0	22.0	22.0		80.0
Main Gate Support				4 @ 330p - 8p	4 @ 1130 - 8p	4 @ 1130 - 8p	4 @ 1130a - 8p		
Wanding/Bag Check				18.0	34.0	34.0	34.0		120.0
Main Gate Support				2 @ 4p - 11p	2 @ 4p - 11p	2 @ 4p - 11p	2 @ 4p - 11p		
Wanding/Bag Check				*14.0*	*14.0*	*14.0*	*14.0*		56.0
Main Gate Exit				1 @ 3p - 11p	1 @ 11a - 11p	1 @ 11a - 11p	1 @ 11a - 11p		
				8.0	12.0	12.0	12.0		44.0
Main Gate Supervisor				1 @ 330pm - 1030pm	1 @ 1130am - 1030pm	1 @ 1130am - 1030pm	1 @ 1130am - 1030pm		
				7.0	11.0	11.0	11.0		40.0
Gate 3 - (Alternate Exit Gate)				1 @ 3p - 11p	1 @ 11a - 11p	1 @ 11a - 11p	1 @ 11a - 11p		
				8.0	12.0	12.0	12.0		44.0
Gate 4 - (Medic/Emergency Services)				1@4p-1030p	1 @ 1130p - 1030p	1 @ 1130p - 1030p	1 @ 1130p - 1030p		
				6.5	11.0	11.0	11.0		39.5
Gate 5 - (Carnival foot traffic)				1@4p-1030p	1 @ 1130p - 1030p	1 @ 1130p - 1030p	1 @ 1130p - 1030p		
				6.5	11.0	11.0	11.0		39.5
Gate 6 - (End of row)				1 @ 8a - 1a	1 @ 8a - 1a	1 @ 8a - 1a	1 @ 8a - 1a		
				17.0	17.0	17.0	17.0		68.0
Rovers - Grounds	1 @ 6p - 12m	1 @ 24 hours	2 @ 24 hours	2 @ 24 hours	3 @ 24 hours	3 @ 24 hours	3 @ 24 hours	3 @ 12m - 8a	
	6.0	24.0	48.0	48.0	72.0	72.0	72.0	24.0	366.0
Rovers - Carnival				2 @ 3p - 11p	2 @ 11a - 11p	2 @ 11a - 11p	2 @ 11a - 11p		
				16.0	24.0	24.0	24.0		88.0
Rovers - Livestock	2 @ 8a - 8p	2 @ 8a - 12m	2 @ 24 hours	2 @ 24 hours	3 @ 24 hours	3 @ 24 hours	3 @ 24 hours	3 @ 12m - 8a	
	24	32.0	48.0	48.0	72.0	72.0	72.0	24.0	392.0
Rovers - Relief				1 @ 8a - 12m	1 @ 8a - 12m	1 @ 8a - 12m	1 @ 8a - 12m		
				16.0	16.0	16.0	16.0		64.0
Derby Pit Gate/ Gate 6						1 @ 10a-10p			
						12.0			12.0
Derby Main Gate						2 @ 4:30p - 8:30p			
						8.0			8.0
Derby Rovers						3 @ 4:30p - 8:30p			
						12.0			12.0
Derby Beer Bar						1 @ 4:30p - 8:30p			
						4.0			4.0

Expo Hall Concert							*5 @ 6p - 10p*		
							20.0		20.0
Expo Hall Bar							*1 @ 6p - 10p*		
							4.0		4.0
Arena Gate Scanners				2 @ 6p - 10p	2 @ 6p - 10p	2 @ 6p - 10p	*If Jaripeo* *2 @ 10a - 10p*		
				8.0	8.0	8.0	*48.0*		72.0
Arena Rovers				4@ 6p - 10p	4@ 6p - 10p	4@ 6p - 10p	*If Jaripeo* *4@ 10a - 10p*		
				16.0	16.0	16.0	48.0		96.0
Arena Bar				1 @ 6p - 10p	1 @ 6p - 10p	1 @ 6p - 10p	1 @ 6p - 10p		
				4.0	4.0	4.0	4.0		16.0
Gibson Hall VIP - Depends on Winner's Circle schedule				*1 @ 4p - 10p*	*May be already staffed for Satelite Wagering*				
				6.0					6.0
Margaritaville				1 @ 4p - 10p	1 @ 12n - 10p	1 @ 12n - 10p	1 @ 12n - 10p		
				6.0	10.0	10.0	10.0		36.0
Overnight Coverage			2 @ 8p - 8a	2 @ 8p - 8a	2 @ 8p - 8a	2 @ 8p - 8a	2 @ 8p - 8a	2 @ 12m - 8a	
			24.0	24.0	24.0	24.0	24.0	16.0	136.0
Command Post (Supervisor)				1 @ 10a - 12m	1 @ 10a - 12m	1 @ 10a - 12m	1 @ 10a - 12m		
				14.0	14.0	14.0	14.0		56.0
Supervisor	1 @ 10a - 12m	1 @ 10a - 12m	1 @ 10a - 12m	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 24 hours	1 @ 12m - 8a	
	14.0	14.0	14.0	24.0	24.0	24.0	24.0	8	146.0
Daily Totals									
Security	**46.0**	**80.0**	**171.0**	**367.0**	**462.0**	**498.0**	**558.0**	**72.0**	**2254.0**
Supervisor/Rover	**14.0**	**14.0**	**14.0**	**45.0**	**49.0**	**49.0**	**49.0**	**8.0**	**242.0**
# of guards	4	4	10	37	38	45	44	9	**191.0**
Supervisor	1	1	1	3	3	3	3	1	**16.0**

SOLANO COUNTY
FAIRGROUNDS & EVENT CENTER

DATE	DAY	EVENT	EST' ATTEND	LOCATION	Security
1/4/2025	Saturday	Rabbit Show	500	McCormack Hall	No Security
1/20/2025	Monday	MLK Day Speaker	1000	McCormack Hall	No Security
1/25/2025	Saturday	CQS Roller Derby Competition	300	McCormack Hall	2 Guards
2/2/2025	Sunday	Exotic Bird Mart	1000	Exposition Hall	1 Guards
2/12/2025	Wednesday	Memorial Services	300	Gibson	No Security
2/15/2025	Saturday	Gun Show	1000	Exposition Hall	2 Guards & Sheriff
2/16/2025	Sunday	Gun Show	500	Exposition Hall	2 Guards & Sheriff
3/1-31/2025	Month	PG & E Storage Facility	10	North Parking Lot	No Security
3/1/2025	Saturday	CQA Roller Derby Competion	300	McCormack Hall	No Security
3/12-4/14/2025	Month	Butler Amusement Storage	10	Parking lot	No Security
3/13/2025	Thursday	Solano County of Education Stem Competition	100	McCormack Hall	No Security
3/16/2025	Sunday	Operating Engineer 3 Meeting	2000	McCormack & Expo	1 Guard
3/29/2025	Saturday	Pyro Spectacular	150	McCormack Hall	No Security
4/6/2025	Saturday	Valdivia (VMG)	4000	Concert Arena	18 Guards; 3 Supivisors; 9 Traffic Control; 1 Event Manager
4/25-26/25	Friday/Saturday	Siberian Husky Specialty	100	Sheep Barn	No Security
4/27/2025	Sunday	Exotic Bird Mart	1000	Exposition Hall	2 Guards
5/3/2025	Saturday	CQS Roller Derby Competition	300	McCormack Hall	2 Guards
5/3/2025	Saturday	Gun Show	800	Exposition Hall	Sherif
5/4/2025	Sunday	Gun Show	400	Exposition Hall	Sherif
5/13/2025	Tuesday	SCOE Career Fair	500	Exposition Hall	No Security
5/17/2025	Saturday	SCOE Art Fair	500	McCormack Hall	No Security
5/19/2025	Monday	Drone Certification	7	Carnival Lot & Broadway South; Expo Restrooms	No Security
5/24/2025	Saturday	Grimoire Exhibition		Exposition Hall	3 Guards; 1 Supervisor
5/28/2025	Wednesday	Visit Valejo		Winner's Circle	No Security
6/6-8/2025	Friday - Sunday	Woofstock Dog Show	500	Exposition Hall	No Security
6/28/2025	Saturday	Private Event - Quinceanera	500	Sheep Barn	3 Guards; 1 Supervisor
6/28-29/2025	Sunday	Vaca Valley Radio Club	100	County Bldg RV Lot	No Security
7/6/2025	Sunday	Church Event	200	McCormack Hall	No Security
7/12/2025	Saturday	Private Event - Quinceanera	300	McCormack Hall	3 Guards; 1 Supervisor
7/13/2025	Sunday	Church Event	200	McCormack Hall	No Security
7/16/2025	Wednesday	Private Event - Celebration of Life	800	McCormack Hall	No Security
7/19/2025	Sunday	Exotic Bird Mart	1000	Exposition Hall	2 Guards
7/19-20/25	Saturday/Sunday	Reptile/Oddity Expo	1000	McCormack Hall	No Security
7/19-20/25	Saturday/Sunday	Basset Hound Dog Show	100	Exposition Lawn	No Security
7/26/2025	Saturday	Private Event - Quinceanera	200	McCormack Hall	No Security
7/27/2025	Sunday	Church Event	200	McCormack Hall	No Security
7/25 to 8/4/25	Weeks	Circus	1000	East Parking Lot	No Security
8/9/2025	Saturday	CQS Roller Derby Competition	300	McCormack Hall	2 Guards
8/23/2025	Saturday	"Large" Trokiando Truck Show	5000	Entire Grounds	56 Guards; 4 Supervisors; 14 traffic contrpl/ 1 Event Manager
8/15-18/2025	Week	Paranormal Cirque - Circus	1000	Main Lot	1 guard
9/13/2025	Saturday	Gun Show	1000	Exposition Hall	Sherif
9/14/2025	Sunday	Gun Show	500	Exposition Hall	Sherif
9/21/2025	Sunday	"Large" Banda Fest Concert	2000	West Concourse and Lawns, Admission Pavilions	20 Guards; 1 Supervisor
9/26-24/25	Saturday/Sunday	BSA Camp	2000	North Grounds	7 Guards
10/4/2024	Saturday	Salinians Festival	200	McCormack Hall	1 Guard
10/12/2025	Saturday	Grimoire Exhibition		Exposition Hall	3 Guards; 1 Supervisor
10/18/2024	Saturday	Pete Duenas Car Show Festival	5000	Concourse and Lawns	7 Guards; 1 Supervisor
10/25/2025	Saturday	CQS Roller Derby Competition	300	McCormack Hall	2 Guards

(Continued on reverse side)

SOLANO COUNTY
FAIRGROUNDS & EVENT CENTER

DATE	DAY	EVENT	EST' ATTEND	LOCATION	Security
10/26/2025	Sunday	"Large" Banda Fest Concert	2000	West Concourse and Lawns, Admission Pavilions	20 Guards; 1 Supervisor
10/6-11/5/25	Month	Solano County Registrar of Voters	100	Admin	No Security
11/9/2025	Sunday	Exotic Bird Mart	1000	Exposition Hall	2 Guards
11/15/2025	Saturday	Gun Show	1000	Exposition Hall	Sherif
11/16/2025	Sunday	Gun Show	500	Exposition Hall	Sherif

(Continued on reverse side)

Solano County Fair Association

900 Fairgrounds Drive, Vallejo, CA 94589
Main # 707-551-2000
Lucia Direct: 707-551-2008 - lquinonez@scfair.org

Interim Secuirty Order Agreement

Renter Information (person on contract/will be contact person day of event):

Name: _____ **Phone:** _____ **Contract#:** _____

Day(s)/Date(s) of event: _____

Time of Event (Beginning & End): _____

Event type: _____

Location on fairgrounds of event: _____

(Attach map for events utilizing multiple areas and send with work order to Event Security)

Alcohol Served/Sold: _____ **Attendance:** _____

Guard Shifts						
SECURITY DETAIL	**Qty.**	**Hours of Event**	**Hourly Rates**	**Fees Charged**	**Shift Hours**	**Total Hours**
# of Event Security Guards:	**0**		*$31.95*	$0.00		0
# of Event Security Guards:	**0**		*$31.95*			0
# of Event Security Guards:	**0**		*$31.95*			0
	0		Subtotal	$0.00		0
# of Security Event Supervisors:	**0**		*$33.95*	$0.00		0
# of Security Event Supervisors:	**0**		*$33.95*			0
# of Security Event Supervisors:	**0**		*$33.95*			0
	0		Subtotal	$0.00		0
*# of Security Event Staff:	**0**		*$26.99*	$0.00		0
*# of Security Event Staff:	**0**		*$26.99*			0
*# of Security Event Staff:	**0**		*$26.99*			0
*non-guard card holders	0		Subtotal	$0.00		0
Total Security Estimate	**0**			**$0.00**		**-**

Special Instructions: _____

I have read and agree to abide by the rules and regulations as stated on the reverse side of this form.

He leído y he concordado en respetar las reglas y las regulaciones como indicado en el lado de la marcha atrás de esta forma.

Signature _____ **Date** _____

Security Company Representative

Solano County Fair Association
900 Fairgrounds Drive, Vallejo, CA 94589
Main # 707-551-2000
Lucia Direct: 707-551-2008 - lquinonez@scfair.org

Interim Secuirty Services
Building/Event Policies & Procedures

Building Policies & Procedures

1 Loitering is prohibited. Patron must be attending or exiting the Association Grounds.
2 Doors to the event become "Exit Only" one hour before event end time.
3 Management reserves the right to refuse service to anyone.
4 All patrons subject to search and seizure, and may be ejected from the Association Grounds for any of the following:

* Public intoxication
* Illegal Activities
* Inappropriate Behavior

Alcohol Policies & Procedures

The alcohol policies & Procedures of the Solano County Fair Association shall be strictly enforced.

Contraband

No glass, knives, weapons, gang affiliation, bicycles, skateboards, roller blades or scooters.

Guests Attendance/Guard Ratio

Security company reserves the right to add additional security personnel should the attendance at the event surpass the estimated attendance.

The Renter of the building shall purchase additional guard services at two times the hourly rate or the event may be shut down with no refund to renter.

Compensation Information

Regular Rates

Supervisor - $33.95 per hour; Guards - $31.95 per hour - Event Staff $26.99 per hour

Holiday Rates (New Year's Day, July 4th, Labor Day, and Christmas Day):

Supervisor - $50.93per hour; Guards - $47.93 per hour

*********Rates are subject to change********

On behalf of the Solano County Fair Association, the security company reserves the right to cease all event activities when a safe and sane environment can no longer be maintained.

SAMPLE

EVENT REPORT FORM (COMPLETED BY SECURITY)

SOLANO COUNTY FAIRGROUNDS & EVENT CENTER

EVENT DATE_____

Renter's Name: _____ Event Type:_____Public Event? Yes No

Location of Event (building or area):_____

Guest Information:

of Guests per contract: _____ # of Guests in Attendance: _____
(If number of guests exceed number of guests per contract contact fair management)

Guest Arrival time: _____ Guest Departure time:_____

Guard Arrival time: _____Guard Departure time:_____

Alcohol: Alcohol being served? Yes No ABC License posted? (if alcohol being sold) Yes No

Was alcohol served before security arrived? Yes No Was there any underage drinking? Yes No

If yes, did security warn guest? Yes No Did security notify renter? Yes No

Other steps taken:_____

Any Ejections? _____

Any Altercations? _____

Did Alcohol service stop **one hour** prior to end of event? Yes No Time:_____

Facility Inspection: Please circle if issues and/or damage was caused to the following areas:

Kitchen Lights Tables Chairs Restrooms Power

Graffiti Anywhere Outside Walkways

If yes to any above questions, explain (use other side if necessary):_____

_____

Other Information:

Patrons parking on grounds: Yes No Estimated number of vehicles:_____

Vehicle Congestion? Yes No Did event end on time? Yes No

If not, what steps were taken to end the event? _____

_____

Fairgrounds Main Gate or Sage Gate close on time? Yes No

If not, what steps were taken to assure the fairgrounds was secure before leaving?_____

_____

Observations/alcohol problems/comments:_____

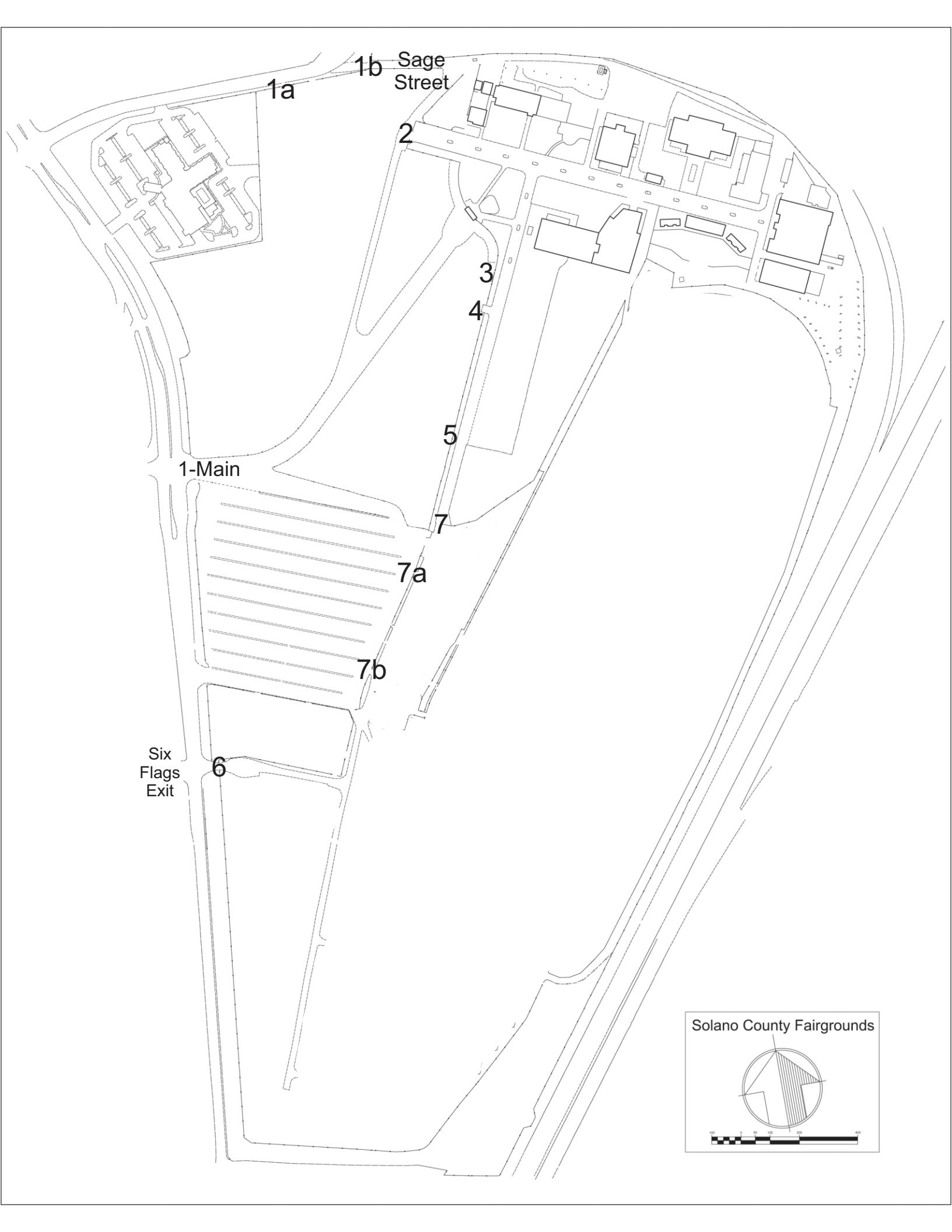
_____

Renter Acknowledge: Print Name_____Signature:_____

Security Acknowledge: Print Name_____Signature:_____

*Failure by security personnel to notice and report any and all damage to facility as a result of rental **does not dismiss** renter's obligation to pay for such damage.*

C:\ \Solano County Fairgrounds\Accounting - Documents\RFP & IFB\Security


1a
1b
Sage
Street
2
3
4
5
1-Main
7
7a
7b
Six
Flags
Exit
6
Solano County Fairgrounds

BIDDER/CONTRACTOR STATUS FORM

Contractor's Name _____County_____
(Full business name)

Address _____Federal ID#_____

City _____Zip_____
(Principal place of business)

Phone _____ Email Address _____

STATUS OF CONTRACTOR PROPOSING TO DO BUSINESS (PLEASE CHECK ONE)

☐ Individual ☐ Limited Partnership ☐ General Partnership ☐ Corporation

Individual

If a sole proprietorship, state the true name of sole proprietor: (i.e. John Roe Smith; not J. Roe Smith or not John R. Smith)

_____

Partnership

If a partnership, list each partner, identifying whether limited partner(s), stating their true name and their interest in the partnership:

_____

_____

_____

Corporation

Place and date of incorporation: _____
If not a California Corporation in good standing, please state the date the corporation was authorized to do business in California: _____

CURRENT OFFICERS: President: _____

Vice-President: _____

Secretary: _____

Treasurer: _____

Other Officers: _____

BIDDER/CONTRACTOR STATUS FORM

All must answer:

Are you subject to Federal Backup Withholding? _____Yes _____No

Tax Identification Number _____

Fictitious Name

If contractor is doing business under a fictitious business name and will be performing under the fictitious name, please attach a clearly legible copy of the current fictitious filing.

Pending Litigation or Hearings

Are any civil or criminal litigation or administrative hearings over one million dollars currently pending against the bidder's organization, owners, officers or employees? _____Yes _____No

If yes, please state the case number, number, agency or court where pending and status of litigation or hearing:_____

_____

_____

_____

SCFA reserves the right to verify the information provided on this form by the bidder during the RFP process.

I declare under penalty of perjury that the above information is true and correct and that I am authorized to sign this status form on behalf of the bidder / contractor.

_____ _____

(Print Name) (Signature) (Date)

If this status form is not completely filled out, signed and submitted with bidder's response to the RFP, the bid will be rejected as non-responsive.

SOLANO COUNTY FAIR ASSOCIATION (SCFA)
RFP Number 26 - Interim and Fairtime Security 2026 – 2026-2028

FINANCIAL PROPOSAL BID FORM

Due by 4:00 pm Wednesday, April 1, 2026
Office closed during lunch (noon to 1:00pm)

(PLEASE SUBMIT TWO ORIGINALS)

I hereby submit the following bid for Interim & Fairtime Security on the grounds of the Solano County Fair Association for 2026-2028.

Fairtime

2026 Fairtime
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____

2027 Fairtime
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____

2028 Fairtime
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____

Interim

2026 Interim
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____..... SATELLTE GUARD $_____

2027 Interim
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____..... SATELLTE GUARD $_____

2028 Interim
HOURLY RATE FOR GUARDS $_____ HOURLY RATE FOR SUP. $_____

GUARDS HOLIDAY RATE $_____ SUP. HOLIDAY RATE ..... $_____

EVENT STAFF: $_____..... SATELLTE GUARD $_____

Financial Bid Form continued on next page

SOLANO COUNTY FAIR ASSOCIATION (SCFA)
RFP Number 26 - Interim and Fairtime Security 2026 – 2026-2028

FINANCIAL PROPOSAL BID FORM

Due by 4:00 pm Wednesday, November 26, 2025
Office closed during lunch (noon to 1:00pm)

(PLEASE SUBMIT TWO ORIGINALS)

All bidders must fill in the following information and sign this form in order for the "Financial Proposal Bid Form" to be considered.

FIRM/COMPANY NAME (Please Print) _____ TELEPHONE NUMBER _____

ADDRESS _____ CITY/ZIP CODE _____

TAXPAYER ID NUMBER _____

Bidder certifies to the SCFA that bidder has thoroughly familiarized self with the SCFA facilities and accepts all reasonable disclosed risks in submitting this proposal that a prudent review of the facility would have revealed.

By its signature on this proposal form, the bidder certifies that he/she has read and understood the RFP package including the information regarding bid protests. Further, bidder certifies that the information provided by the bidder is accurate, true and correct, and not intended to mislead the SCFA in any manner.

PRINT NAME _____ TITLE _____

SIGNATURE _____ DATE _____