



## **TRANSBAY JOINT POWERS AUTHORITY**

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ALAMEDA-CONTRA COSTA TRANSIT DISTRICT  
CALIFORNIA DEPARTMENT OF TRANSPORTATION  
CITY AND COUNTY OF SAN FRANCISCO, BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO, MAYOR'S OFFICE  
PENINSULA CORRIDOR JOINT POWERS BOARD  
SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY

**Executive Director: Mark Zabaneh**

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### **REQUEST FOR QUALIFICATIONS (RFQ) No. 17-08 UNARMED SECURITY GUARD SERVICES**

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#### **Key RFQ Dates**

RFQ Issued:	Wednesday, July 5, 2017
Questions Due:	Wednesday, July 19, 2017, 5:00 p.m.
Responses Provided:	Monday, July 24, 2017
RFQ Packages Due:	Tuesday, August 1, 2017, 2:00 p.m.
Qualifying Respondents Notified:	Thursday, August 4, 2017
Request for Proposals Issued to Qualifying Respondents:	Friday, August 4, 2017

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1. Transbay Transit Center Program Description
2. Qualification Statement
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## **1. INTRODUCTION**

The Transbay Joint Powers Authority (TJPA) issues this Request for Qualifications (RFQ) to SAFETY Act-certified security firms (Respondents) with expertise in providing unarmed security guard services for large, mixed-use facilities.

The TJPA seeks qualifications from security firms capable of providing a 24/7/365 security guard force for the new Transbay Transit Center, a state-of-the-art regional transportation hub scheduled to begin operations in downtown San Francisco in early 2018. Multiple transit agencies and retail tenants will operate at the Transit Center, which is expected to draw thousands of commuters, area workers and residents, and tourists each day. The selected security firm will furnish security staff for both fixed post and roving patrol positions for the Transit Center building and its surrounding public spaces, an elevated bus ramp connecting the Transit Center to Interstate 80 and the Bay Bridge, and an off-site bus storage facility located several blocks to the southwest of the Transit Center.

The TJPA expects to enter into an agreement with a security firm for a period not to exceed three years with an option to extend the term of the agreement by a total of two additional one-year extensions by mutual agreement of the parties.

This RFQ is the first step of a two-step procurement process. The TJPA will identify qualifying Respondents on the basis of their responses to this RFQ, and intends to issue a Request for Proposals (RFP) to qualifying Respondents on August 4, 2017. The RFP will contain a detailed scope of work and TJPA's expectations for the standard of performance for its security guard force. Because the RFP will contain detailed information about the TJPA's security program and may include sensitive security information, qualifying Respondents will be asked to submit a signed Non-Disclosure Agreement (NDA) before being sent the RFP. The NDA can be downloaded from the TJPA's website at: [www.transbaycenter.org/tjpa/doing-business-with-the-tjpa/current-contract-opportunities/security-guard-services](http://www.transbaycenter.org/tjpa/doing-business-with-the-tjpa/current-contract-opportunities/security-guard-services).

Qualification Packages must be received by the TJPA no later than 2 p.m. Pacific Time on Tuesday, August 1, 2017, at the following address:

Transbay Joint Powers Authority  
201 Mission Street, Suite 2100  
San Francisco, CA 94105

## **2. BACKGROUND**

### **Transbay Joint Powers Authority**

In April 2001, the City and County of San Francisco (City), the Alameda-Contra Costa Transit District (AC Transit), and the Peninsula Corridor Joint Powers Board (PCJPB) executed a Joint Exercise of Powers Agreement under California law creating the TJPA. The purpose of the TJPA is to design, build, develop, operate and maintain a new transportation terminal and associated facilities in San Francisco, known as the Transbay Transit Center Program.

The TJPA's management functions include contract oversight, policy direction, financing, and investment supervision. The TJPA coordinates and collaborates with, among others, the

following governmental entities: U.S. Department of Transportation and its operating administrations—Federal Railroad Administration, Federal Transit Administration, and Federal Highway Administration; the California Department of Transportation (Caltrans); the City; AC Transit; PCJPB; San Mateo County Transit District; and Golden Gate Bridge, Highway and Transportation District.

The TJPA Board of Directors is composed of one director appointed by each of the following agencies:

- Alameda-Contra Costa Transit District
- City and County of San Francisco, Board of Supervisors
- City and County of San Francisco, Mayor's Office
- Peninsula Corridor Joint Powers Board
- San Francisco's Municipal Transportation Agency
- California Department of Transportation, Ex Officio (non-voting)

Mr. Mark Zabaneh is the TJPA's Executive Director.

### **Program Summary**

The Program is an approximately \$6 billion project to replace the former Transbay Terminal at First and Mission streets in San Francisco with a modern regional transit station that will connect eight Bay Area counties and the State of California through eleven transit systems: AC Transit, BART (Bay Area Rapid Transit), Caltrain, Golden Gate Transit, Greyhound, Muni (San Francisco municipal bus lines), SamTrans (San Mateo County Transit), WestCAT (Western Contra Costa Transit) Lynx, Amtrak, Paratransit, and high-speed rail from San Francisco to Southern California.

The Program will be constructed in two phases. Phase 1 includes design and construction of the above-grade portion of the Transit Center, including a 5.4-acre rooftop park, retail areas, and a public art program; the core and shell of the two below-grade levels of the train station; a new bus ramp; a bus storage facility; and a temporary bus terminal. The Downtown Rail Extension (DTX) tunnel, the build-out of the below-grade train station at the Transit Center, a new underground station, a pedestrian tunnel connecting the Transit Center with the Embarcadero BART/Muni Metro station, and an intercity bus facility will follow as Phase 2 of the Program. Each of these components is described in Attachment 1.

The Transit Center building encompasses over 1.2 million square feet of transit, operations, commercial, and public space, including a rooftop park that spans the length of the building. The TJPA's asset manager, a team led by Lincoln Property Company (Lincoln), is responsible for the day-to-day operation and management of the Transit Center. As part of this work, Lincoln will program, lease, and manage the Transit Center's commercial space, oversee a maintenance program, and coordinate with the Greater Rincon Hill ("East Cut") Community Benefit District (CBD) Owners' Non-Profit Association Board of Directors for the operation of the park. The Lincoln team will program and manage promotional events and private events within the Transit Center as well as events serving the surrounding community; they will also be responsible for operating a high-impact digital signage program and potentially a mobile application that can be used as a medium for promoting events, advertising, and sponsorships and providing Transit Center information to the public.

### **3. SCOPE OF SERVICES**

The security firm selected to provide the unarmed security guard force for Phase 1 will work with the TJPA, law enforcement, emergency responders, the Lincoln team, and transit operators to achieve the TJPA's desired level of safety and security at the Transit Center under the direction of the TJPA's Chief Security Officer.

Security guards will staff, monitor, and manage the physical security components of the building and site including operable and fixed arrest barriers, elevators and escalators, and their life-safety and security components. Required services include managing vehicle, person, and cargo screening; coordinating security guard staffing with adjacent tower stakeholders to develop comprehensive and effective mutual aid response plans; and providing patron wayfinding, customer service, and premise liability prevention services as part of a visitor services safety and crime prevention program.

Although the below-grade train levels of the Transit Center will not be built out until Phase 2 and these levels will be closed to the public when the Transit Center opens for bus operations, security staff will have duties in the below-grade back-of-house spaces and will be responsible for patrolling these levels. Refer to Attachment 1 for a breakdown of the square-footage of the Transit Center by level and type of space.

The selected security firm will be engaged prior to the opening of the Transit Center. During this period, security staff will become familiar with the facility, its security systems, and surrounding stakeholder properties; assist with crafting security staffing plans for the days prior to opening day and for day-to-day operations; and establish working relationships with the TJPA, law enforcement, and emergency responders. Pre-opening activities are expected to include tabletop training exercises, response drills, and real time building management, evacuation, and exceptional condition incident management drills.

The RFP will contain a detailed scope of services and specific standards of performance.

### **4. EVALUATION CRITERIA**

Respondents to this RFQ must meet all of the following requirements to advance to the RFP stage of this procurement.

#### **Certifications & Licensing**

- a. Respondent must provide proof that they are SAFETY Act-certified by the U.S. Department of Homeland Security.
- b. Respondents' security guard force deployed at the Transit Center must be composed entirely of guards with a valid security guard registration and license with the State of California Bureau of Security and Investigative Services and any other license required by federal, state, or local authorities.

### **Firm Capacity**

Respondent firms must have sole responsibility for the hiring and employment of their security staff and demonstrate that they have the bench strength to provide an adequate level of staffing at all times, including:

- a. The necessary management, labor, tools, materials, equipment, transportation, and supervision to meet the Transit Center's security staffing needs. Equipment to be provided includes uniforms, rain/cold weather gear, hand-held radios, chargers, batteries, and earpieces.
- b. Adequate back-up guard and supervisory staff (floaters) to cover absenteeism, personnel replacement, vacations, sick days, holidays, and emergencies. Floaters are expected to be trained at the job site and have equal or greater level of proficiency as the staff being replaced. The TJPA expects that temporary services may be required throughout the year.
- c. The ability to provide on-call support to the security force employed at the building during emergency situations.

Respondent firms must have the following workplace practices in place to promote a high-functioning and stable workforce:

- a. An appropriate background check for all personnel who work on TJPA property consistent with federal, state and local law.
- b. Procedures to remove from service any individuals who, in the reasonable opinion of the TJPA, are unqualified or fail to perform their duties and replace said individuals.
- c. A drug screening program consistent with federal, state, and local law, and a zero-tolerance policy for the sale, use, or possession of alcoholic beverages, controlled substances, and illegal weapons (as defined by State law).

## **5. SUBMISSION REQUIREMENTS**

Security firms who wish to submit a proposal to provide unarmed security guard services for Phase 1 of the Program must first submit a Qualifications Package and be qualified by the TJPA, in accordance with the criteria in Section 4 of this RFQ. Qualification Packages shall contain the following information:

- Cover letter signed by the person designated as the primary contact for the proposing party. The letter should confirm that all information contained in the statement of qualifications is true, correct and not misleading. Limit: two pages
- Complete and signed Qualifications Statement (Attachment 2)
- Audited financial statement of current financial condition, including annual revenues
- Proof of SAFETY Act Certification by the U.S. Department of Homeland Security
- Comparable experience questionnaire (Attachment 3)

Five (5) copies of the Qualifications Package and a CD or USB drive with the Qualifications Package in Adobe Portable Document Format (PDF) must be received by the TJPA no later than 2 p.m. Pacific Time on August 1, 2017, at the following address:

Transbay Joint Powers Authority  
201 Mission Street, Suite 2100  
San Francisco, CA 94105

Qualifications Packages that are not received by the time and date specified herein, do not contain all the required information and completed forms, or do not meet the minimum qualifications may be deemed non-responsive and rejected.

Beginning on the date this RFQ is issued and made available to prospective Respondents, there will be no communications concerning this procurement between members of the TJPA Board, TJPA staff, other consultants already engaged by the TJPA or members of the selection committee and prospective Respondents and their employees or agents, except as provided herein. Any violations of the above restriction will result in the immediate disqualification of the Respondent making said contact from further participation in the Program. This restriction will end when contract award notification has been made.

Questions about the RFQ may be directed in writing to:

Transbay Joint Powers Authority  
201 Mission Street, Suite 2100  
San Francisco, CA 94105  
(415) 597-4615 fax  
Email: RFP@transbaycenter.org

## **6. TJPA POLICIES**

The RFP will include specific information concerning the proposed terms of the agreement with the selected security firm.

All proposers will be required to adhere to TJPA policies, including federal procurement requirements, and the policies described in the following sections. Additional detail will be provided in the RFP.

### **Disadvantaged Business Enterprise, Small Business Enterprise, and Nondiscrimination**

#### **Policy**

It is the policy of the TJPA to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of Department of Transportation (DOT)-assisted contracts. It is the intention of the TJPA to create a level playing field on which Disadvantaged Business Enterprises (DBE) can compete fairly for contracts and subcontracts relating to the TJPA's construction, procurement and professional services activities.

Pursuant to 49 CFR Section 26.13, the TJPA is required to make the following assurance in every DOT-assisted contract and subcontract:

The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract,

which may result in the termination of this contract or such other remedy as the TJPA deems appropriate.

The TJPA recommends that Respondents review the TJPA's DBE Program and Small Business Enterprise (SBE) Programs, available on the TJPA website: <http://www.transbaycenter.org> > TJPA > Doing Business with the TJPA.

Pursuant to the monitoring requirements outlined in both the DBE Program and the SBE Program, each Respondent will be required to complete and submit the TJPA's Bidders/ Respondents Information Request Form with its proposal at the RFP stage, regardless of DBE/SBE participation. Upon award of any agreements, the security firm will be required to submit various forms reporting on DBE and SBE participation on a monthly basis.

### **Equal Employment Opportunity**

The TJPA encourages Respondents to actively recruit minorities and women for their respective workforces. The TJPA requests copies of any nondiscrimination or equal opportunity plans that the Respondents have in place.

### **DBE Participation**

The TJPA has a race-neutral DBE Program and there is no DBE goal on this contract; however, Respondents are encouraged to obtain DBE participation and should refer to the section below for information about any mandatory SBE utilization goal.

### **SBE Utilization Goal**

The TJPA has not established an SBE utilization goal for this contract. However, Respondents are encouraged to obtain SBE participation for this contract. TJPA accepts certifications from the following as SBEs: any state's Unified Certification Program, California Department of General Services, and the San Francisco Contract Monitoring Division.

TJPA may give special consideration to proposals that offer opportunities to small businesses providing administrative support or ancillary services to the selected security firm, such as uniform providers.

### **Questions Regarding DBE**

Written questions concerning DBE/SBE/nondiscrimination requirements should be addressed to:

Ms. Sara DeBord  
Transbay Joint Powers Authority  
201 Mission Street, Suite 2100  
San Francisco, CA 94105  
Fax: (415) 597-4615  
Email: [RFP@transbaycenter.org](mailto:RFP@transbaycenter.org)



### **Levine Act**

The Levine Act (Government Code section 84308) is part of the Fair Political Practices Act that applies to elected officials and their alternates who serve on appointed boards, such as the TJPA Board. The Levine Act prohibits any TJPA Board member (including a Board member's alternate) or officer who has received \$250 or more from an applicant for a contract with the TJPA within the previous twelve months from participating in or influencing the decision on awarding that contract. The Levine Act also requires a Board member or officer of the TJPA who has received such a contribution to disclose the contribution on the record of the proceeding in which a contract is being considered. In addition, TJPA Board members and officers are prohibited from soliciting or accepting a contribution from a party applying for a contract while the matter of awarding the contract is pending before the TJPA and for three months following the date a final decision concerning the contract has been made.

Each Respondent must disclose any contributions of \$250 or more that it has made to a TJPA Board member or officer within the twelve-month period preceding the submission of its Proposal. This requirement applies to the Respondent, as well as to any member firm or individuals on the Respondent's team, subsidiaries, parent companies, other firms associated with the Respondent and agents of the Respondent. If such a contribution has been made, Respondent must provide to the TJPA's Executive Director a written statement setting forth the date and amount of said contribution(s). The Executive Director must receive this information at the same time the Proposal is received.

Members of the TJPA Board of Directors are:

Mohammed Nuru, Chair  
Jeff Gee, Vice Chair  
Greg Harper  
Jane Kim  
Edward Reiskin  
Bijan Sartipi, Ex Officio

### **Protest Process**

If a Respondent is notified that it has not qualified to advance to the RFP stage, based on the criteria described in this RFQ, the Respondent may protest. The Respondent may file a protest by delivering a letter no later than five days after the notification date as to its qualification to the following address:

Mr. Mark Zabaneh, Executive Director  
Transbay Joint Powers Authority  
201 Mission Street, Suite 2100  
San Francisco, CA 94105

The letter of protest shall contain a description of the protest and shall be signed and dated. The Executive Director shall inform the protester in writing of the decision, stating the reasons for the decision, and responding at least generally to each material issue raised in the protest. The Executive Director's letter to the protester shall state that the protester may contact the Executive Director to discuss the response, and the protester has the right to address the TJPA Board on the date when the contract is calendared to be awarded if the Executive Director denies the protest.

The decision of the Executive Director is final. The Federal Transit Administration (FTA) may entertain protests if TJPA fails to follow its written protest procedures or fails to review a complaint or protest. Protests to FTA must be received within five working days of the date the protester knew or should have known of the violation.

# Transbay Transit Center Program Description

The Transbay Transit Center Program (Program) is an approximately \$6 billion program to replace the former Transbay Terminal at First and Mission streets in San Francisco with a modern regional transit station that will connect eight Bay Area counties and the State of California through eleven transit systems: Alameda–Contra Costa Transit, BART (Bay Area Rapid Transit), Caltrain, Golden Gate Transit, Greyhound, Muni (San Francisco municipal bus lines), SamTrans (San Mateo County Transit), WestCAT (Western Contra Costa Transit) Lynx, Amtrak, Paratransit, and high-speed rail from San Francisco to Los Angeles/Southern California.



The Program is being constructed in two phases. Phase 1 includes design and construction of the above-grade portion of the Transit Center, including a 5.4-acre park, retail areas, and a public art program; the core and shell of the two below-grade levels of the train station; a new bus ramp; a bus storage facility; and a temporary bus terminal. The Downtown Rail Extension (DTX) tunnel, the build-out of the below-grade train station facilities at the Transit Center, a new underground station, and an intercity bus facility will follow as Phase 2 of the Program.



## Phase 1

### Transbay Transit Center

The Transbay Transit Center is a 1.2-million-square-foot multimodal transit station that will house eleven transit systems and serve train and bus commuters, local area office workers, and residents of the emerging Transbay neighborhood. The building is composed of four levels above-ground and two levels below and will contain active pedestrian, shopping, dining, and recreational areas. Major works of art integrated into the building's public spaces will engage, stimulate, and enrich the experience of daily commuters and visitors.



### Transit Center Square Footage by Level and Type

Level	Commercial Areas	Public Circulation	Vertical Circulation	Back of House	Transit	Open space	Total Square Footage
Train Platform			2,600	18,200	276,700		297,500
Lower Concourse			3,500	108,300	185,700		297,500
Ground	33,700	64,100	10,000	17,200	27,100		152,100
Second	57,900	5,400	10,400	11,400			85,100
Bus Deck		69,100	8,100	7,800	113,700		198,700
Rooftop Park	11,700	1,700	5,600	6,500		202,200	227,700
Total Square Footage	103,300	140,300	40,200	169,400	603,200	202,200	1,258,600

The main civic entrance to the Transit Center off of Mission Square (at Mission and Fremont streets) will open into the Grand Hall on the building's **Ground Level**, which will serve as the primary access to the Lower Concourse and Train Platform levels below (in Phase 2) and the Bus Deck and Rooftop Park above. The Ground Level will contain customer service amenities, including ticket vending machines, information and security desks, digital schedule boards, touch-screen information kiosks.





A street-level Bus Plaza on the building's east end will serve Muni and Golden Gate Transit. SamTrans buses will serve the Transit Center from an island in Fremont Street next to the Bus Plaza.



To the west is a two-block-long pedestrian retail area along Natoma and Minna streets between First and Second streets. Three pedestrian walkways cut through the building in this area, joining Minna to the Natoma pedestrian way, a pedestrian-only section of Natoma between Shaw Alley and Second Street.





The **Second Level**, one floor above ground on either side of the Grand Hall, consists of three defined areas of retail and office space. Two areas dedicated to retail and food concessions will be located directly above the ground level pedestrian area between First and Second streets; these areas will be linked by a pedestrian bridge where Shaw Alley (one of three pedestrian walkways) transects the building. During Phase 1, support spaces (passenger waiting and ticketing) for Greyhound and Amtrak will occupy areas at the western end of the Second Level until an intercity bus facility is constructed in Phase 2. Retail businesses and offices are planned for the eastern end of the Second Level above the Bus Plaza between Beale and Fremont streets. This area of the Second Level is separated from the rest of the building and will be accessible from the Beale Street lobby and the Bus Plaza.



The **Bus Deck**, two floors above ground, will be dedicated to bus transit agencies operating service across the bay—AC Transit, Muni, and WestCAT, as well as Greyhound and Amtrak until the completion of the intercity bus facility. The elevated Bus Deck will connect directly to a bus ramp that will lead to the San Francisco–Oakland Bay Bridge and an off-site bus storage facility.





The **Rooftop Park** atop the Transit Center will be a 1400-foot-long, 5.4-acre (202,200-square foot) urban oasis for commuters, office workers, and residents of the Transit Center District. Providing needed open space in an area of the City with few parks, the roof will be accessible from ten entry points: six from the lower levels of the Transit Center, three from pedestrian bridges connected to the Salesforce Tower, 181 Fremont Tower, and Parcel F Tower, and a gondola from Mission Square. Active spaces include an amphitheater for 800 people, a restaurant and café, trails, and children's play areas. Diverse Bay Area ecologies from oak trees to open grass areas will offer habitat to local flora and fauna. The "living" roof will filter pollutants and improve the air quality of the neighborhood, and a subsurface constructed wetland will polish treated graywater from the Transit Center's sinks for reuse. Symbolic of the TJPA's commitment to environmental quality and sustainability, the park will present a unique opportunity for public education and engagement.

The park will contain approximately 10,000 square feet of restaurant and café space. The restaurant, near the amphitheater at the western end of the park, contains both indoor and outdoor seating and is designed to blend into the surrounding park setting. The 1,200-square-foot café will be located near the light column skylight in an area called the "events plaza" near the center of the park. The circular glass building has been fully designed, but construction will be the responsibility of the TJPA's asset management consultant.









### **Bus Ramp**

The Bus Ramp is a series of at-grade roadway and aerial structures that will connect the Bay Bridge to the Transit Center and the Bus Storage facility. The Bus Ramp will be used primarily by bus transit agencies operating bus service across the bay. Inbound buses will exit the Bay Bridge at Fremont Street, merge onto the Bus Ramp at a point near Harrison Street, and enter the Transit Center at the elevated Bus Deck level. In the outbound direction, the alignment will bifurcate so that one ramp leads to the Bus Storage facility via a bus link ramp, and the other to the eastbound deck of the Bay Bridge. A turnaround in the inbound direction provides direct access to the bus link ramp and Bus Storage facility.



### **Bus Storage Facility**

The Bus Storage Facility will be used primarily by AC Transit for weekday layovers between peak hour commutes. Bounded by Second, Third, Perry, and Stillman streets below the Interstate 80 west approach to the Bay Bridge, the facility will include AC Transit offices, storage, and restrooms. A visual and sound barrier wall will screen portions of the facility from adjacent residential properties.

### **Loading and Passenger Drop-off and Pick-up**

Areas on either side of the Transit Center for commercial loading and passenger drop-off and pick-up will be located along the north side of Natoma between Fremont and First streets and along the south side of Minna between First and Second streets.

### Temporary Transbay Terminal

The Temporary Transbay Terminal serves more than 30,000 daily commuters and regional travelers during construction of the new Transbay Transit Center. Located on the block bounded by Howard, Folsom, Beale and Main streets, a few minutes' walk from the Transit Center site, the facility includes sheltered waiting areas with seating, electronic displays with real-time arrival/departure information, Clipper card add-value machines, and 24-hour security. AC Transit, WestCAT Lynx, Muni, Golden Gate Transit, SamTrans, and Paratransit and other shuttles operate in and around the perimeter of the terminal. Greyhound and Amtrak are based at its southern end near Folsom Street. The Temporary Terminal will be decommissioned following the opening of the new Transit Center for bus operations in early 2018.



## Phase 2

### Transit Center

The Lower Concourse and Train Platform level will be built out and opened in Phase 2. The **Lower Concourse** will house rail ticketing, passenger waiting areas, and support spaces, and at its east end will connect to the intercity bus facility and a pedestrian tunnel leading to the Embarcadero BART/Muni station, approximately one block north of the Transit Center. In Phase 1, the Lower Concourse will house the janitorial and maintenance facilities and other back of house spaces such as mechanical, electrical, and plumbing equipment rooms and storage. Along with ticketing and passenger waiting areas for rail and support spaces, the Lower Concourse will contain approximately 60,000 square feet of leasable retail space.

The **Train Platform** will contain six tracks and three platforms for Caltrain commuter and high-speed rail service. Back-of-house support spaces will be built on the Train Platform level to support rail service.



### **Downtown Rail Extension**

The DTX will extend Caltrain commuter rail from its current terminus at Fourth and King streets and deliver the California High-Speed Rail Authority's future high-speed service to the new Transit Center. The three-track, 1.3-mile rail extension (1.95 miles total) will be constructed principally below grade using cut-and-cover and mined tunneling methods underneath Townsend and Second streets. The design includes an underground station at Fourth and Townsend streets, utility relocations, rail systems work, and structures for emergency exit and ventilation at six locations along the alignment.

### **Intercity Bus Facility**

The Intercity Bus Facility, across the street from the east end of the Transit Center and between Beale and Main streets, will be dedicated to intercity bus services such as Greyhound and Amtrak. The main public entrances will be located along Beale and Natoma streets, and the building will include a bus canopy on its north side where a bus parking and passenger-loading zone are planned. The facility will house a passenger waiting area, ticketing counters, retail space, transit agency operations space, and mechanical space. An escalator and elevator located in the lobby will lead to the Lower Concourse of the Transit Center, giving passengers direct access to rail ticketing and waiting areas. An exterior escalator on Beale Street will descend to the Transit Center's Lower Concourse.

### **Taxi Staging Area**

Taxis serving the Intercity Bus Facility will queue along the north curb of a new section of Natoma Street to be built between Beale and Main and the west side of Main Street between Howard and Natoma. Taxis will pick up passengers on Natoma Street close to Beale Street.

### **BART/Muni Pedestrian Connector**

The BART/Muni Pedestrian Connector will connect the east end of the Transit Center's Lower Concourse with the BART/Muni Embarcadero Station. The block-long pedestrian tunnel will provide passengers with a direct connection between the two stations. The tunnel will run down the center of the Beale Street right-of-way, entering the Embarcadero Station at the mezzanine level outside the prepaid lobbies of BART and Muni.

### **Fourth and Townsend Street Station**

The new underground station at Fourth and Townsend streets will serve Caltrain commuters. The street level station entrances and exits along the north and south sides of Townsend Street will lead to two levels below grade: a concourse mezzanine and a train platform. The concourse level will accommodate passenger amenities such as ticketing machines, a staffed station agent booth, maps and schedule information, restrooms, and a bicycle shop and storage. This level will also house mechanical and electrical rooms and Caltrain staff areas. The train platform level will feature a center platform with one passing track on the south side.

## **Transit Center District Open Space**

### **Mission Square**

Mission Square is a new public space between the Transit Center and the Salesforce Tower at Mission and Fremont streets. The landscaped square will feature a gondola leading to the Rooftop Park of the Transit Center.

### **Natoma Pedestrian Way**

Natoma Street at the southwestern end of the Transit Center will become a pedestrian zone and focal point of the Transit Center's retail area, extending from Second Street to a point just past the Shaw Alley pedestrian walkway. The streetscape will create an inviting destination for residents, visitors and commuters, featuring large planters with seating alongside tables and chairs throughout the area. Pedestrian routes to the Natoma Pedestrian Way include access from Second Street, a pedestrian walkway through Parcel F from Howard Street and the Under Ramp Park, and the three pedestrian walkways cutting through the retail area of the Transit Center from Minna Street.

### **Under Ramp Park**

The Under Ramp Park will be a new 2.7-acre neighborhood park situated primarily under the elevated Bus Ramp and Fremont Street off-ramp along Clementina Street with approximately 25% of the site open to the sky. Spanning three city blocks—Harrison to Howard streets—and crossing two residential alleys, the park will create a strong pedestrian and bicycle link between the Rincon Hill neighborhood and the new Transit Center, foster community within the emerging neighborhoods, and become a downtown destination. As currently planned, the park's five distinct spaces will include a children's play area, a basketball court, a dog park, a beer garden, and a multilevel pavilion for cultural and retail activities.

### **Transbay Park**

Transbay Park, situated between future housing on Blocks 2 and 4 of the Transbay Redevelopment Project Area, will be a new 1.3-acre park bounded by Beale Street, Main Street, and new extensions of Tehama and Clementina streets on the site of the current Temporary Terminal. Design goals for the park include net zero energy and water use, efficient use of materials including recycled materials if appropriate, and incorporation of amenities for a dense mixed-income neighborhood, including play areas for children ages 1 to 12, outdoor seating, and non-programmed open space for temporary events. A design consultant is expected to be engaged in 2017.

### **Howard Square**

The Transit Center District Plan proposes a new ½-acre public open space on the northeast corner of Howard and Second streets. The square will become the southern gateway to the Transit Center after completion of the DTX.

## Attachment 2 Qualification Statement

**Scope of Work:** Unarmed Security Guard Service for Transbay Transit Center Program Phase 1

Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Website: \_\_\_\_\_

Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### I. Essential Requirements for Qualification

- A. Firm is SAFETY Act-certified by the U. S. Department of Homeland Security. ☐ Yes ☐ No
- B. Firm is able to provide a contract security guard force to the Transit Center site composed entirely of security guards with a valid security guard registration and license with the State of California Bureau of Security and Investigative Services and any other license required by federal, state, or local authorities. ☐ Yes ☐ No
- C. Firm has sole responsibility for the hiring and employment of its security staff. ☐ Yes ☐ No
- D. Firm is able to provide the necessary management, labor, tools, materials, equipment, transportation, and supervision, as such uniforms, rain/cold weather gear, hand-held radios, chargers, batteries, and earpieces? ☐ Yes ☐ No
- E. Firm is able to provide on-call support to the security force employed at the building during emergency situations. ☐ Yes ☐ No
- F. Firm performs background checks on all personnel consistent with federal, state and local law. ☐ Yes ☐ No
- G. Firm performs drug screenings on all personnel consistent with federal, state, and local law. ☐ Yes ☐ No

## II. Business Organization and History

A. Is your company an: ☐ individual ☐ partnership ☐ corporation ☐ joint venture  
☐ Subchapter S Corp ☐ Proprietorship ☐ LLC

B. If firm is a sole proprietor or partnership, list the owner(s) of the company:

C. Under the laws of which state is the company organized? State of \_\_\_\_\_

D. Date Founded: \_\_\_\_\_

E. Parent, Affiliate, and/or Subsidiary Companies:

Full Legal Name	Location	Ownership	Operations	Indemnity Available?	Endorsed for Obligation of:

F. When did present management assume control? \_\_\_\_\_

G. Name of Predecessor: \_\_\_\_\_ What happened to Predecessor? \_\_\_\_\_

H. What percentage of your work is public? \_\_\_\_\_% private? \_\_\_\_\_%

I. SBE Certification – Is your firm currently certified as a one of the following:

- *California Certified Small Business (SBE) or Disabled Veteran Business Enterprise (DVBE) as certified by the California Department of General Services (DGS) – Procurement Division (PD) —Office of Small Business and Disabled Veteran Business Enterprise Services (DVBE)*  
Yes \_\_\_\_\_ No \_\_\_\_\_ Expiration date: \_\_\_\_\_
- *City and County of San Francisco Local Business Enterprise (LBE) as certified by the San Francisco Contract Monitoring Division (CMD)*  
Yes \_\_\_\_\_ No \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- *Disadvantaged Business Enterprise (DBE) as certified by any state's Unified Certification Program (UCP)* Yes \_\_\_\_\_ No \_\_\_\_\_ Expiration date: \_\_\_\_\_  
Please attach a copy of your Certification Letter(s).  
If no, have you submitted your certification forms to one of the above entities? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, expected certification date: \_\_\_\_\_

J. Number of Security Guard Employees: \_\_\_\_\_

K. Number of Current Administrative Employees: \_\_\_\_\_

L. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty? Yes ☐ No ☐ Explain (if yes): \_\_\_\_\_

M. Have there been any changes in the control or management of the company during the last 5 years?

Yes ☐ No ☐ Explain (if yes): \_\_\_\_\_



N. Continuity – Completion of Work?

a) Is there a buy-sell agreement in effect? Yes ☐ No ☐ Explain (if yes): \_\_\_\_\_

b) Is the agreement funded by life insurance? Yes ☐ No ☐ If yes, amount of insurance \$ \_\_\_\_\_

c) Who are the parties to the buy-sell agreement? Give details if copy not provided \_\_\_\_\_

O. What arrangements have been made to assure that contracts are completed if the owners are not available?

P. Has your firm been in bankruptcy or a voluntary or involuntary reorganization in the last three years?  
Yes ☐ No ☐ Explain (if yes): \_\_\_\_\_

**III. Attach an audited financial statement of current financial condition, including annual revenues**

**IV. Proof of SAFETY Act Certification by the U.S. Department of Homeland Security**

**V. Declaration**

The undersigned hereby agrees and declares that receipt of this submittal by the TJPA does not constitute either a direct or implied guarantee that qualification is or will be granted.

I, the undersigned, certify and declare that I have read all the foregoing answers to this qualification statement and know their contents. The matters stated in the qualification statement are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California that the foregoing is correct.

The undersigned is a legally authorized representative of the firm for the legal name noted above.

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Printed Name/Title

Signature

Date \_\_\_\_\_

### Attachment 3 Comparable Experience

Using the space provided below, please briefly describe security services your firm is providing or has provided to a facility comparable in size and/or type to the Transit Center within the past five years.

1.

Facility Name: \_\_\_\_\_ Owner: \_\_\_\_\_

Location: \_\_\_\_\_ Size: \_\_\_\_\_

Type of Facility: \_\_\_\_\_

Description of Security Services: \_\_\_\_\_

2.

Facility Name: \_\_\_\_\_ Owner: \_\_\_\_\_

Location: \_\_\_\_\_ Size: \_\_\_\_\_

Type of Facility: \_\_\_\_\_

Description of Security Services: \_\_\_\_\_

3.

Facility Name: \_\_\_\_\_ Owner: \_\_\_\_\_

Location: \_\_\_\_\_ Size: \_\_\_\_\_

Type of Facility: \_\_\_\_\_

Description of Security Services: \_\_\_\_\_