



TRANSBAY JOINT POWERS AUTHORITY

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT
CALIFORNIA DEPARTMENT OF TRANSPORTATION
CALIFORNIA HIGH-SPEED RAIL AUTHORITY
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: Adam Van de Water

INVITATION FOR BIDS No. 26-01

PHYSICAL SECURITY SYSTEMS MAINTENANCE SERVICES

Key IFB Dates

Invitation for Bids Issued:	February 11, 2026	
Deadline for Submission of Questions:	February 18, 2026	by 2 p.m. PT
Answers to Written Questions Posted:	February 25, 2026	
Bid Due Date:	March 13, 2026	by 2 p.m. PT
Bid Opening	March 13, 2026	3 p.m. PT
	425 Mission Street, Suite 250	
	San Francisco, CA 94105	
Contract Recommended for TJPA Approval:	May 14, 2026	

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ATTACHMENTS

Attachment 1: RFP/IFB General Conditions

Attachment 2: Model Professional Services Agreement

Attachment 3: Bid Sheet Form

Attachment 4: Federal Transit Administration Requirements and Certifications Required to be Submitted with Proposal

- a. Fly America Certification
- b. New Restrictions on Lobbying Certification
- c. Certification Regarding Debarment, Suspension, and Other Responsibility Matters

Attachment 5: Disadvantaged & Small Business Enterprise (DBE/SBE) Program Information and Forms:

- Bidders/Proposers Information Request Form (*Required to be submitted with Bid*)

- Good Faith Efforts Form (*Required to be submitted with Bid if the SBE utilization goal is not being met*)
- Progress Payment Report
- Subcontractor Payment Declaration
- Final Expenditure Report

1 INTRODUCTION

The Transbay Joint Powers Authority (TJPA) issues this Invitation for Bids (IFB) for Physical Security Systems Maintenance Services for the Salesforce Transit Center (Property) from qualified firms (Bidders) to provide offers (Bid) in physical security systems maintenance, installation, service, and integration services.

The TJPA plans to enter into a contract with the Bidder, for the services described in Section 3, Scope of Services (Services), that meets the Minimum Qualifications of this Solicitation whose Bid is the Lowest Responsive and Responsible Bid. The TJPA anticipates that the Agreement will be for a three (3)-year base term with the option, exercisable at the TJPA's sole discretion, to extend the term for two (2), one (1)-year extension periods, for a total contract term of five (5) years.

Bids must be received by the TJPA no later than **2:00 p.m. Pacific Time on Friday, March 13, 2026**. Bids submitted electronically shall be in Adobe PDF (Portable Document Format) and sent via email or file sharing link to RFP@tjpa.org. Bidders who elect to submit a physical copy of their Bid shall submit one hardcopy and a USB drive containing the Bid in PDF to the following address:

Transbay Joint Powers Authority
Attn: Procurement IFB 26-01
425 Mission Street, Suite 250
San Francisco, CA 94105

Bids delivered by hand must be received at the TJPA's main office located in the transit center, which is accessible via the Beale Street elevators between Mission and Howard streets.

Bids that are not received by the time and date specified, do not contain all the required information and completed forms, or do not meet all minimum qualifications shall be deemed non-responsive and rejected without consideration.

Bidders may obtain copies of this IFB, including the forms to be submitted in the bid package, by downloading the document from the TJPA [website](#) or by contacting the TJPA at (415) 597-4620 or by email: RFP@tjpa.org.

The RFP/IFB General Conditions (Attachment 1) supplement the provisions of this IFB.

The successful Bidder will be required to enter into the contract attached hereto as Attachment 2, Model Professional Services Agreement. **TJPA's Contract Terms are not subject to negotiation.** However, Bidders may identify those contract terms to which they object as part of the questions they submit by the Questions Due Date. TJPA shall evaluate all objections and determine what, if any changes, will be incorporated into TJPA's Contract Terms prior to the Bid Due Date. Any such changes will be made known to all Bidders through an Addendum to this Solicitation. Failure to timely execute TJPA's Contract Terms, or to furnish any and all insurance

certificates and policy endorsements, surety bonds or other materials required by TJPA's Contract Terms, shall be deemed an abandonment of the Bid and the TJPA, in its sole discretion, may select another Bidder and proceed against the original selectee for damages.

The TJPA shall have no obligation unless and until a final agreement is entered into by the parties following approval by the TJPA's Board of Directors (TJPA Board). There is no guarantee that the TJPA will issue any notices to proceed (NTPs), and the TJPA may terminate the agreement at any time.

2 BACKGROUND

2.1 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 Joint Exercise of Powers Agreement was amended in November 2017 to include the California High-Speed Rail Authority (CHSRA). 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 Program.

The TJPA has been granted primary jurisdiction with respect to all matters pertaining to the financing, design, development, construction, and operation of the Transbay Program. The member agencies of the TJPA have granted to the TJPA most of their jointly held powers, including the authority to buy and sell property, enter into contracts, and accept and spend grants of cash and property. 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 California High-Speed Rail Authority; the City; AC Transit; Peninsula Corridor Joint Powers Board (PCJPB/Caltrain); the Metropolitan Transportation Commission; and the San Mateo County Transit District.

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

- Alameda-Contra Costa Transit District
- City and County of San Francisco, Board of Supervisors (2)
- City and County of San Francisco, Mayor's Office
- Peninsula Corridor Joint Powers Board/Caltrain
- San Francisco Municipal Transportation Agency
- California High-Speed Rail Authority
- California Department of Transportation, Ex-Officio (non-voting)

Subject to such supervisory powers as may be given by the Board to the Chair of the Board, and except as otherwise provided in the Bylaws, the TJPA Executive Director generally supervises, directs, and controls the business and the employees of the TJPA.

2.2 Transbay Program

The Transbay Program is a major infrastructure investment that replaced the former Transbay Terminal at First and Mission streets in San Francisco with a modern regional transit station that connects the Bay Area and ultimately 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 Transbay Program is being constructed in two phases. Phase 1, which has been delivered, 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 bus ramp; a bus storage facility; and a temporary bus terminal. The Transit Center is now open to the public, and bus services have commenced operations.

The TJPA directly programs, leases, and manages the Transit Center's commercial space, oversees a maintenance program for all spaces associated with the Transit Center, and operates a high-impact digital signage program. The TJPA entered into an agreement with salesforce.com, providing salesforce.com, the right to name the Transit Center, the rooftop park, and the amphitheater; these facilities are called the "Salesforce Transit Center," "Salesforce Park," and "Salesforce Amphitheater," respectively.

Phase 2 of the Transbay Program is a 1.3-mile tunnel (over 2 miles in project length) extension of the existing 77-mile Caltrain Peninsula Corridor rail alignment to include the design and construction of the Downtown Rail Extension (DTX), also known as "The Portal", which includes construction of a new underground station at Fourth and Townsend streets and fit-out of the already built below-ground mezzanine and platform levels of the Transit Center to accommodate commuter rail and future high speed rail service. Phase 2 is currently in the engineering and preconstruction phase.

The TJPA's [website](#) contains further information about the Program.

3 SCOPE OF SERVICES

The selected Bidder (Consultant) will collaborate closely with TJPA's Security Management Team to provide maintenance, testing, inspection, installation, service, and support for physical security systems, devices, and associated software. The current major systems include:

- Lenel On-Guard - Security Access Control System
- Hexagon dC3- Video Management System (VMS)
- Alertus - Emergency Communication System/Mass Notification System

- Stentofon – IP-based Emergency Call Boxes
- Rath - IP-based Area of Refuge (AOR) Call Boxes
- VMWARE - Platform hosting the Alertus server

3.1 PHYSICAL SECURITY SYSTEMS

3.1.1 Lenel On-Guard – Security Access Control System

1. TJPA's system includes Internet Protocol (IP) based door controllers at every access control door (currently licensed for 256).
2. Intrusion detection via door contacts tied to input boards
3. Badging station
4. Elevator floor control via alarm monitoring
5. Lenel video via Lenel Network Video Recorder
6. Badge Designer allows users to design and print badges (currently licensed for 2 concurrent users)
7. Data Conduit allows other systems to interact with Lenel (currently licensed for 5)
8. Forms Designer allows fields within Lenel to be edited to fit the needs of the end user (currently licensed for 1 concurrent user)
9. ID Credential Center is a module used to manage cardholder records without users having to log into System Administration. (currently licensed for 2 concurrent users)
10. System Administration is the module where most settings are stored, including the programming of card readers, access panels, intrusion panels, alarm inputs, system users, local and global IOs, and schedules (currently licensed for 22 concurrent users)
11. Alarm Monitoring is the module security staff uses to monitor alarms, such as granted and denied access, door held open, cabinet tampers, and battery and AC fails for access panels. (currently licensed for 22 concurrent users)
12. Map Designer allows users to plot alarm points on maps (currently licensed for 22 concurrent users)
13. Intercom Exchanges allow users to pull the Stentofon ECBs into Lenel so they can be monitored via alarm monitoring

Technical Specifications:

1. Lenel Version: 8.2.524.367
2. Server Operating System: Windows Server 2023 R2 Standard
3. Database Version: SQL Server 2019 (bit)
4. High Availability Technology: NEC Express Clustering
5. TJPA-Lenel01 Location: West MDF
6. TJPA-Lenel02 Location: East MDF
7. Number of ISC Panels: LNL-3300 (34) LNL-2220 (1) LNL-2210 (228) virtual DSR Panel (1)
8. Number of Alarm Panels: LNL-1100 (36) LNL-1200 (1)
9. Number of Readers: 249

10. Number of Clients: 11

3.1.2 Hexagon dC3 – Video Management System

Hexagon dC3 is a comprehensive, enterprise-class, open-platform IP video surveillance solution providing surveillance coverage and control for security-conscious environments.

Technical Specifications:

1. NICE VERSION: Net 3.1 UP1 (Build 12.1.1.12)
2. Number of NVR's: 4 Mirrored Recording Servers
3. Number of Cameras: 500+
4. (2) Core Management Servers
5. Number of Clients: 16

3.1.3 Alertus – Emergency Communication System/Mass Notification System

Alertus, a scalable mass notification and communication platform, provides a comprehensive facility-based solution. Its efficiency ensures that we can reach people quickly and effectively, offering reassurance in emergencies. Currently hosted on Dell VMware servers, Alertus is a versatile application designed for mass indoor notification. It empowers users by giving them control over the communication process, displaying messages on various devices, including PCs, Alertus beacons, and display walls, and is programmed for different zones within the facility.

Technical Specifications:

1. Alertus Version: 5.6.12
2. Server Operating System: Windows Server 2016 Standard
3. High Availability Technology: Dell VMware Stretch Cluster
4. Number of Clients: 16

3.1.4 Stentofon – IP-based Emergency Call Boxes

1. Multiple master stations in the SOC; emergency calls can be picked up by master or call box stations in the SOC.
2. Emergency indicator beacon that allows patrolling security staff to identify the location of an emergency call.

Technical Specifications:

1. Software Version: 12.3.3.2
2. Stentofon Server location: IT Computer Room 1249
3. Number of Stentofon Base stations: 6
4. Number of Emergency Call Boxes: 17

3.1.5 Rath – IP-based Area of Refuge (AOR) Call Boxes

Rath allows individuals in a refuge area to communicate with our Security Operations Center personnel.

Master stations receive emergency calls from the Security Operations Center and the Fire Control Center. Monitoring takes place at both locations; an alarm will activate through the fire panel if any AOR phone goes offline.

Technical Specifications:

1. Location of the Command Center: Fire Control Center
2. Number of Base stations: 2 (Security Operations Center and Fire Command Center)
3. Number of AOR call boxes: 24

3.1.6 VMWARE – Platform hosting the Alertus server

1. Allows for the spinning up of virtual computers
2. Allows for high availability and fault tolerance of important data
3. Currently hosting the Alertus server

Technical Specifications:

1. ESXi Version: 6.5.0 Build 7967591
2. Client version: 1.23.0 Build 6506686
3. VSphere Version: 6.5.20000 Build 9451637
4. Stretch Cluster Server Node (Locations: West MDF & East MDF
5. Witness Server Location: IT Computer Room 1249

3.2 TASKS

The Bidder shall deliver the following tasks through the term of the contract to ensure security standards are met:

Task 1: System Status Review

Bidder shall advise the TJPA on overall system performance, prioritize/log open issues on ticket documentation, address open problems, and document results.

Task 2: System Testing

Bidder shall regularly check the online status of all access doors, intrusion controllers, video access observation rooms (AOR), and emergency phone devices. They shall consistently test all interior and exterior access control doors, with a focus on the high-priority doors identified by the TJPA. Bidder is also responsible for routinely testing the AOR, emergency phones, and intercoms and meticulously logging the test results, including both passes and failures. Additionally, the Bidder shall verify the functionality of all access control panels and the standby batteries of the power supply, ensuring ongoing system maintenance.

Task 3: System Inspection

Bidder shall visually inspect camera views for clarity. If needed, Bidder shall troubleshoot, to ensure the smooth functioning of access control systems, video management systems, and other integrated technologies, thereby maintaining the security of the systems. Bidder is responsible for diligently inspecting card reader door devices to ensure they are in good condition and securely mounted. This includes emergency communications systems and intercom units, which the Bidder shall ensure are functioning correctly and securely installed, thereby maintaining the security of the systems.

Task 4: Server and Systems Health Checks

Bidder shall verify that automated backups of the access control, video, and Alertus systems occur weekly. If needed, manual backups shall be performed, and moved to separate storage for safekeeping. The backup files shall be managed, with the previous month's files retained. Bidder shall also check all servers for event and error logs, and verify the high availability and data integrity of shared data pools. However, a key task is to check the time synchronization (Network Time Protocol) between integrated systems, ensuring system accuracy. Finally, Bidder shall document and report their findings to TJPA every month.

Task 5: Manage Security Systems Programming and Integration

Bidder shall implement necessary programming changes, assess system integration status, and oversee the Programming Standards Binder. Additionally, Bidder shall document and report its findings to TJPA monthly.

Task 6: Purchase and Install Hardware as Requested

Bidder shall purchase and install hardware as directed by TJPA's Chief Security Officer. The costs associated with this hardware shall be classified as "other direct costs" and shall not be included in the overall service contract.

Task 7: Functional Personnel

Tasks one (1) through six (6) shall be carried out at the worksite as outlined by the following functional personnel:

1. Systems Engineer: This shall encompass server maintenance, systems programming, and on-site integration activities.
2. Installation Technician: This shall involve the on-site maintenance and installation of associated devices and hardware on-site.

4 MINIMUM REQUIRED SKILLS AND EXPERIENCE

Bidders must meet each Minimum Qualification (MQ) listed below. As outlined in the table below, certain documents must be provided with your Bid, while others are due if Bidder is deemed the Apparent Lowest Bidder by the TJPA. Such documentation should be clearly marked as "MQ1", "MQ2", etc.... to indicate which MQ it supports. A bid that fails to provide the following documentation at the time requested, will not be eligible for further consideration. **This screening is a pass or fail determination and a Bid that fails to meet the Minimum Qualifications will not be eligible for further consideration in the evaluation process.** The TJPA reserves the right

to request clarifications from Bidders prior to rejecting a Bid for failure to meet the Minimum Qualifications.

MQ #	Description
MQ # 1	If Bidder is not the manufacturer, a written letter on manufacturer's letterhead stating that Bidder is the manufacturer's authorized dealer of the systems referenced in the scope of services.
MQ #2	If Bidder is not the manufacturer, manufacturer's written guarantee on manufacturer's letterhead addressed to the TJPA that the manufacturer's warranty and service will be passed on to the TJPA prior to Award.
MQ #3	Evidence that Bidder has 5 years of experience within the last 10 years in the sale of goods and/or services requested by this Solicitation.
MQ #4	Evidence that System Engineer has minimum of five years of experience and technical expertise within the last ten years in maintaining the major systems outlined in this Solicitation. Provide proof of current certifications in Lenel On-Guard and Hexagon's dC3.
MQ #5	Evidence that Installation Technician has five years of experience and technical expertise within the last ten years in maintaining the major systems outlined in this Solicitation.

5 BID PRICE

5.1 Bid Format

The Bid Sheet associated with this Solicitation is attached hereto as Attachment 3. Include a completed Bid Sheet with your Bid, following all instructions set forth therein.

5.2 Bid Evaluation Period

The TJPA will attempt to evaluate Bids within one hundred eighty (180) days after receipt of Bids. If the TJPA requires additional evaluation time, all Bidders will be notified in writing of the new expected award date.

5.3 Price Discrepancies

In the event of a discrepancy between the unit price and the extended price, the unit price will prevail.

6 OTHER REQUIRED DOCUMENTS

Bidders shall complete the forms described below and submit them as part of the Bid:

- A. Fly America Certification, New Restrictions on Lobbying Certification, Certification Regarding Debarment, Suspension, and Other Responsibility Matters (Attachment 4)
- B. Disadvantaged/Small Business Enterprise Program Requirements – Bidders/Proposers Information Request Form (Attachment 5)

- C. Good Faith Efforts Form (if the SBE utilization goal is not being met) (refer to Attachment 5)
- D. Bidder's nondiscrimination program or equal employment opportunity policy statement

7 SUPPORTING DOCUMENTATION REQUIRED 30 DAYS AFTER ISSUANCE OF THE NOTICE OF INTENT TO AWARD

Bidders must provide each Required Supporting Documentation ("RSD") identified below no later than 30 calendar days after issuance of the Notice of Intent to Award. Failure to do so may result in the Bid being deemed Non-Responsive.

RSD #1	Evidence that Bidder is compliant TJPA vendor or likely to become compliant within 30 calendar days of the Bid Due Date.
RSD #2	Insurance in accordance with Section 18 of Attachment 2, TJPA's Contract Terms.

8 BID EVALUATION CRITERIA

Evaluation Phase	Evaluation Criteria
Minimum Qualifications Documentation	Pass/Fail
Other Required Documents	Pass/Fail
Bid Sheet	Lowest Price

9 SUBMITTAL PROCEDURES

Bids must be received by the TJPA no later than **2:00 p.m. Pacific Time on Friday, March 13, 2026**. Bids submitted electronically shall be in Adobe PDF (Portable Document Format) and sent via email or file sharing link to RFP@tjpa.org. Bidders who elect to submit a physical copy of their Bid shall submit one hardcopy and a USB drive containing the Bid in PDF to the following address:

Transbay Joint Powers Authority
Attn: Procurement – IFB-26-01
425 Mission Street, Suite 250
San Francisco, CA 94105

Bids 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 IFB is issued and made available to prospective Bidders, there will be no communications concerning this IFB between members of the TJPA Board, TJPA staff, other consultants already engaged by the TJPA or members of the selection committee and prospective Bidders and their employees or agents, except as provided herein. Any violations of the above

restriction will result in the immediate disqualification of the Bidder making said contact from further participation in the Transbay Program. This restriction will end when TJPA issues a notice of intent to award/notice of proposed award of a contract (or cancels the procurement).

Questions about the IFB may be directed in writing to:

Transbay Joint Powers Authority
425 Mission Street Suite 250
San Francisco, CA 94105
Email: RFP@tjpa.org

Bids delivered by hand must be received at the TJPA's main office located in the transit center, which is accessible via the Beale Street elevators between Mission and Howard streets.

All questions received by the time and date noted in the IFB schedule as the deadline for submission of questions will be responded to in writing.

Bidders are to promptly notify RFP@tjpa.org if Bidder discovers any ambiguity, discrepancy, omission, or other error in this IFB (see Attachment 1, RFP/IFB General Conditions, Item C.)

As set forth in Attachment 1, Item D, Bidders may telephone the TJPA at (415) 597-4620 before submitting a Bid to determine if the Bidder has received all addenda.

10 SCHEDULE AND ADDENDA

See the key IFB dates listed on the title sheet of this IFB.

The TJPA may modify this IFB prior to the date Bids are due by issuing written addenda. Addenda will be posted on the TJPA's [website](#). For parties who requested a hard copy of the IFB by regular mail, addenda may be sent to them via regular, first class U.S. mail. For firms registered on the TJPA's website to receive notice of addenda, the TJPA will make reasonable efforts to notify potential Bidders via email in a timely manner of the posting of addenda on the website. In either case, the last known address of each firm listed with the TJPA will be used. All parties, regardless of how they obtained the IFB, are solely responsible for ensuring the receipt of any and all addenda, and should therefore check the website before submitting their Bids to ensure receipt of all addenda, and to ensure their Bids respond to any such addenda.

11 STANDARD AGREEMENT PROVISIONS

Following negotiations, the selected Bidder will be expected to enter into a professional services agreement substantially in the form of the Model Professional Services Agreement (Attachment 2). Failure to timely execute the Agreement, or to furnish any and all insurance certificates and other materials required in the Agreement, will be deemed an abandonment of Bidder's contract offer.

Bidders are urged to pay special attention to the requirements of the Minimum Compensation Ordinance and the Health Care Accountability Ordinance. The Minimum Ordinance (MCO), as set forth in S.F. Labor and Employment Code Article 111, requires contractors to provide employees covered by the Ordinance who do work funded under the Contract with hourly gross compensation and paid and unpaid time-off that meet certain minimum requirements. The Health Care Accountability Ordinance (HCAO), as set forth in S.F. Labor and Employment Code Article 121, requires contractors to provide health care coverage to certain employees or pay amounts in lieu thereof. Contractors should consult the San Francisco Labor and Employment Code to determine their compliance obligations under this chapter. Additional information regarding the MCO and HCAO is available at <https://sfgov.org/olse>.

TJPA will not negotiate different terms in the Model Professional Services Agreement if exceptions are not clearly noted within the Bidder's submission of their Bid.

12 AUTHORIZATION OF CONSULTANT'S WORK

Once the Agreement is executed, any resulting work will be assigned to the selected Bidder (Consultant) by the TJPA through NTPs. It is anticipated that the first NTP will be issued in May 2026

13 DISADVANTAGED BUSINESS ENTERPRISE (DBE) / SMALL BUSINESS ENTERPRISE (SBE)

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 DBEs 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 Bidders review the TJPA's DBE Program and SBE Programs, available on the [TJPA website](#).

Pursuant to the monitoring requirements outlined in both the DBE Program and the SBE Program, each Bidder will be required to complete and submit the TJPA's Bidders/ Proposers Information Request Form with its Bid, regardless of DBE/SBE participation. Upon award of the

contract, Bidder will be required to submit the TJPA's Progress Payment Report with every invoice request, the Subcontractor Payment Declaration as proof of payment to any subcontractors, and the Final Expenditure Report with the completion of the contract. These forms are attached to this IFB and are available on the TJPA [website](#).

Equal Employment Opportunity

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

DBE Participation

The TJPA has a race-neutral DBE Program and there is no DBE goal on this contract; however, Bidders 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, Bidders 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.

Questions Regarding DBE/SBE

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

DBE/SBE Liaison Officer
Transbay Joint Powers Authority
425 Mission Street, Suite 250
San Francisco, CA 94105
(415) 597-4615 fax
Email: RFP@tjpa.org

14 LEVINE ACT

The Levine Act (Government Code § 84308) is part of the Fair Political Practices Act that applies to elected or appointed officers of an agency, and their alternates.

The Levine Act generally provides that while a proceeding involving a contract is pending, and for 12 months following the date a final decision is rendered in the proceeding, Board members (including Board member alternates) and officers may not accept, solicit, or direct a campaign contribution of more than \$500 from an applicant for the contract or their agents, if the Board member or officer knows or has reason to know that the applicant has a financial interest.

The Levine Act also generally requires Board members and officers who have received from an applicant for a contract or their agents a campaign contribution of more than \$500 in the preceding 12 months to disclose the contribution on the record of the proceeding in which a

contract is being considered before the decision on the contract is rendered, and to refrain from making, participate in making, or in any way attempt to use their official position to influence the decision on the contract if the officer has willfully or knowingly received the contribution. The Levine Act provides certain opportunities to cure.

Each Bidder must disclose any campaign contributions of more than \$500 the Bidder or its agents have made to a TJPA Board member or officer within the 12-month period preceding the submission of its Bid. This requirement applies to the Bidder, as well as to any member firm or individuals on the Bidder's team, subsidiaries, parent companies, other firms associated with the Bidder and agents of the Bidder. If such a contribution has been made, Bidder must provide to the TJPA's Contracting Officer a written statement setting forth the date and amount of said campaign contribution(s). The Contracting Officer must receive this information at the same time the Bid is received. Bidders must provide prompt written notice to the Contracting Officer of any qualifying contributions made after the Bid is submitted but before the date of the proceeding in which the contract is being considered.

Members of the [TJPA Board of Directors](#) are:

Jeff Gee, Peninsula Corridor Joint Powers Board/Caltrain - Chair	No Alternate
Rafael Mandelman, SF Board of Supervisors -Vice Chair	Tilly Chang, Alternate
Chris Andrichak, AC Transit	Jean Walsh, Alternate
Julie Kirschbaum, SF Municipal Transportation Agency	Judson True, Alternate
Charley Lavery, SF Board of Supervisors	Tilly Chang, Alternate
Eileen Mariano, Office of the SF Mayor	No Alternate
Mark Tollefson, CA High Speed Rail Authority	LaDonna DiCamillo, Alternate
David Ambuehl, State Dept. of Transportation (Caltrans), <i>Ex Officio</i>	No Alternate

15 PROTEST PROCEDURES

The full Protest Policy is available on the TJPA website at <https://www.tjpa.org/about-tjpa/board-directors> > Board Policy No. 002 Protest.