

REQUEST FOR PROPOSALS

The City of Lockhart, Texas seeks proposals until 11am, August 9, 2018, from qualified licensed professional firms to perform unarmed, uniformed, state licensed security officer services at the City of Lockhart Dr. Eugene Clark Library, 217 S. Main, Lockhart, Texas.

Interested qualified service providers that specialize in this type of service may request a scope of services by contacting Julie Bowermon at (512) 398-3461 during normal business hours or online at www.lockhart-tx.org. Proposals marked externally "Security Services" may be mailed to City of Lockhart P.O. Box 239, Lockhart, Tx 78644 or delivered to 308 W. San Antonio Street. Proposals not received by the specified date and time will be rejected. Proposals must provide at least 5 current references. The City of Lockhart reserves the right to reject any or all proposals. Successful company must provide insurance coverage certificates for workers' comp and general liability naming City of Lockhart as additional insured.

SCOPE OF SERVICES

Unarmed, uniformed security guard at Lockhart Library, 217 S. Main, Lockhart

Officer stationed in a highly visible location within the perimeter of Library

Officer reviews security camera surveillance, and performs periodic foot patrols of the facility to promote safety, detect suspicious and abnormal activity, corrects unruly behavior, and takes action as appropriate working with Library Director, staff, and Lockhart Police

MWF 2pm-6:30pm on days Lockhart ISD is in session

MWF 10am-6:30pm on days Lockhart ISD NOT in session

TH 2pm-8:30pm on days Lockhart ISD is in session

TH 10am-8:30pm on days Lockhart ISD is NOT is session

Sat 9am-3:30pm

Sun - Closed, no guard

Estimated work hours:

September 2018

	Mon	Tues	Wed	Thurs	Fri	Sat	
9/1/18						6.5	
9/3-9/8	0	6.5	4.5	6.5	4.5	6.5	
9/10-9/15	4.5	6.5	4.5	6.5	4.5	6.5	
9/17-9/22	4.5	6.5	4.5	6.5	4.5	6.5	138
9/24-9/29	4.5	6.5	4.5	6.5	8.5	6.5	

October 2018

	Mon	Tues	Wed	Thurs	Fri	Sat	
10/1-10/6	4.5	6.5	4.5	6.5	4.5	6.5	
10/8-10/13	4.5	6.5	4.5	6.5	4.5	6.5	
10/15-10/20	8.5	6.5	4.5	6.5	4.5	6.5	151.5
10/22-10/27	4.5	6.5	4.5	6.5	4.5	6.5	
10/29-10/31	4.5	6.5	4.5				

November 2018

	Mon	Tues	Wed	Thurs	Fri	Sat	
11/1-11/3				6.5	4.5	6.5	
11/5-11/10	4.5	6.5	4.5	6.5	4.5	6.5	
11/12-11/17	0	6.5	4.5	6.5	4.5	6.5	139.5
11/19-11/24	8.5	10.5	8.5	0	0	6.5	
11/26-11/30	4.5	6.5	4.5	6.5	4.5		

December 2018

	Mon	Tues	Wed	Thurs	Fri	Sat	
12/1						6.5	
12/3-12/8	4.5	6.5	4.5	6.5	4.5	6.5	
12/10-12/15	4.5	6.5	4.5	6.5	4.5	6.5	156
12/17-12/22	4.5	6.5	4.5	10.5	8.5	6.5	
12/24-12/29	0	0	8.5	10.5	8.5	6.5	
12/31	8.5						

January 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
1/1-1/5	0	10.5	8.5	10.5	8.5	6.5	
1/7-1/12	8.5	6.5	4.5	6.5	4.5	6.5	
1/14-1/19	4.5	6.5	4.5	6.5	4.5	6.5	165
1/21-1/26	0	6.5	4.5	6.5	4.5	6.5	
1/28-1/31	4.5	6.5	4.5	6.5			

February 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
2/1-2/2					4.5	6.5	
2/4-2/9	4.5	6.5	4.5	6.5	4.5	6.5	
2/11-2/16	4.5	6.5	4.5	6.5	8.5	6.5	131.5
2/18-2/23	0	6.5	4.5	6.5	4.5	6.5	
2/25-2/28	4.5	6.5	4.5	6.5			

March 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
3/1-3/2					4.5	6.5	
3/4-3/9	4.5	6.5	4.5	6.5	4.5	6.5	
3/11-3/16	4.5	6.5	4.5	6.5	4.5	6.5	163
3/18-3/23	8.5	10.5	8.5	10.5	8.5	6.5	
3/25-3/30	4.5	6.5	4.5	6.5	4.5	6.5	

April 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
4/1-4/6	4.5	6.5	4.5	6.5	4.5	6.5	
4/8-4/13	4.5	6.5	4.5	6.5	4.5	6.5	
4/15-4/20	4.5	6.5	4.5	6.5	0	6.5	138.5
4/22-4/27	4.5	6.5	4.5	6.5	4.5	6.5	
4/29-4/30	4.5	6.5					

May 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
5/1-5/4			4.5	6.5	4.5	6.5	
5/6-5/11	4.5	6.5	4.5	6.5	4.5	6.5	
5/13-5/18	4.5	6.5	4.5	6.5	4.5	6.5	163
5/20-5/25	4.5	6.5	4.5	6.5	8.5	6.5	
5/27-5/31	0	10.5	8.5	10.5	8.5		

June 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
6/1						6.5	
6/3-6/8	8.5	10.5	8.5	10.5	8.5	6.5	
6/10-6/15	8.5	10.5	8.5	10.5	8.5	6.5	218.5
6/17-6/22	8.5	10.5	8.5	10.5	8.5	6.5	
6/24-6/29	8.5	10.5	8.5	10.5	8.5	6.5	

July 2019

	Mon	Tues	Wed	Thurs	Fri	Sat	
7/1-7/6	8.5	10.5	8.5	0	8.5	6.5	
7/8-7/13	8.5	10.5	8.5	10.5	8.5	6.5	
7/15-7/20	8.5	10.5	8.5	10.5	8.5	6.5	229
7/22-7/27	8.5	10.5	8.5	10.5	8.5	6.5	
7/29-7/31	8.5	10.5	8.5				

August 2019 Estimated - LISD calendar not yet adopted

	Mon	Tues	Wed	Thurs	Fri	Sat	
8/1-8/3				10.5	8.5	6.5	
8/5-8/10	8.5	10.5	8.5	10.5	8.5	6.5	
8/12-8/17	8.5	10.5	8.5	10.5	8.5	6.5	197.5
8/19-8/24	4.5	6.5	4.5	6.5	4.5	6.5	
8/26-8/31	4.5	6.5	4.5	6.5	4.5	6.5	

September 2019 Estimated - LISD calendar not yet adopted

	Mon	Tues	Wed	Thurs	Fri	Sat	
9/2-9/7	0	6.5	4.5	6.5	4.5	6.5	
9/9-9/14	4.5	6.5	4.5	6.5	4.5	6.5	
9/16-9/21	4.5	6.5	4.5	6.5	4.5	6.5	132
9/23-9/28	4.5	6.5	4.5	6.5	4.5	6.5	
9/30	4.5						

FY 18-19 EST TOTAL 2123