



REQUEST FOR PROPSAL

CONTRACT SECURITY K9 DETECTION SERVICES

REVISION 1
08-01-2024

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PORT FREEPORT CONTRACT CANINE SERVICES

OVERVIEW

Purpose

Port Freeport is seeking a contractor to provide canine detection services for narcotics, explosives, firearms, and currency.

The primary focus of this mission is to locate contraband and explosives prior to entering commerce or the community and create a visual deterrent to discourage the criminal element from attempting to transport contraband and/or explosives through Port Freeport. Additionally, K9 handlers shall be capable of providing contract security services, such as but not limited to, access control point monitoring and special events.

The scope of this project shall include canine screening for 390 hour per year (approximately 60 onsite visits) for three (3) years starting October 1, 2024 through September 30, 2027 .

Project Background and Description

Port Freeport was founded more than 100 years ago when the first jetty system was built in Freeport, Texas. Since that time, the Port has become one of the fastest growing ports in the nation and is currently one of the top ranked ports in the United States in terms of foreign tonnage.

With our high paced growth and increased vessel traffic, the risk of contraband traffic, such as narcotics, pills, money, and firearms, is also increasing. Additionally, DHS has identified explosives and IEDs as a leading risk for the maritime environment. Furthermore, Port Freeport understands that proper screening measures are a key strategic objective in protecting our community. For these reasons, Port Freeport is seeking a canine detection service provider to conduct explosive and contraband screening of cargo, storage lots, staging areas, facilities, individuals, and vehicles.

Service Requirement Highlights

The items below are key requirements, but not the only requirements. Please read the entire document to assure that your firm can meet all the requirements within this RFP.

1. The contractor shall have at least three (3) years of experience at marine port of entry that is regulated by the Maritime Transportation Security Act of 2002 (MTSA).

2. The contractor shall directly provide the K9 detection services (i.e., no third party or subcontractors).
3. Handlers and canine teams shall be certified as described within this RFP.
4. Canines shall be able to detect narcotics, misused prescription drugs, weapons, explosives, and uncirculated currency as described within this RFP.
5. Canines shall be capable of working around large groups of people. Patrol canines (i.e., bite dogs) shall not be used as part of this contract. Canine handlers shall not allow their canine to jump on individuals or inside vehicles.
6. Canines shall be trained using a passive alert behavior. Active alert canines shall not be used as part of this contract.
7. The contractor shall have redundant capabilities, so in the event a canine becomes unavailable (ex. sick or injured), the contractor will be able to bring a back-up canine with the same capabilities.
8. The contractor shall have a current Class C business license issued by the Texas Private Security Board. Handlers shall be trained as Commissioned Security Officer Level III per the requirements within the Texas Administrative Code Rule, Title 37, Part 1 §35.141. Handlers shall typically be unarmed and will only be armed when required by Port Freeport.
9. Handlers shall meet the MTSA security training requirements defined in 33 CFR § 105.210.
10. Handlers assigned to the contract shall have a Transportation Worker Identification Credential (TWIC).

CONFLICT OF INTEREST

Port Freeport is firmly committed to making any business decisions based solely on evaluation of offers that Port Freeport believes will provide Port Freeport the best bid. Basic business integrity dictates that Port Freeport's business decisions be objective, be in the best interest of Port Freeport, and be in no way connected to or influenced by any other relationship. By submitting a proposal, the Respondent warrants and certifies on behalf of the Proposing Entity that:

- a) Proposing Entity has not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or any other thing of value or benefit (including employment, contracts or subcontracts relating to Proposing Entity's business) to any Commissioner, official or employee of the Port,

- b) No Commissioner, official or employee of the Port has (directly or indirectly) solicited any such payment or contribution, and
- c) Proposing Entity does not have any Relationship (as that term is hereinafter defined) with any Commissioner, official or employee of the Port. For the purposes of this Contract, a Relationship is defined as:
 - 1) A Commissioner, official or employee of the Port or an affiliate of a Commissioner, official or employee of the Port owns ten percent (10%) of the ownership of the Proposing Entity or ownership in the Proposing Entity with a fair market value of \$15,000 or more; or
 - 2) A Commissioner, official or employee of the Port or an affiliate of a Commissioner, official or employee of the Port has an employment or other business relationship with the Proposing Entity that results in taxable income or receipt of something of value by a Commissioner, official or employee of the Port or an affiliate of a Commissioner, official or employee of the Port; or
 - 3) A Commissioner, official or employee of the Port or an affiliate of a Commissioner, official or employee of the Port receives one or more gifts from the Proposing Entity that have a total value of more than \$100 in one 12-month period.

An “affiliate” of a person is:

- a) A family member of the person, related within the first degree by consanguinity or affinity, as defined by Subchapter B, Chapter 573 of the Texas Government Code, or
- b) An entity owned in whole or in part by the person or by a family member of the person related within the first degree by consanguinity or affinity.

If awarded a contract with Port Freeport, the representations, warranties, and certifications made in this section are ongoing and will remain in effect for the term of the project.

LIABILITY & LEGAL

Insurance

The contractor shall maintain the minimum level of insurance as required by the Port Freeport Tariff, which can be accessed on the Port Freeport web site (www.portfreeport.com/business-with-the-port/tariffs).

The Policy or Policies shall be endorsed to provide a thirty (30) days prior written notice to Port Freeport in the event of cancellation or material changes in the policy.

Certificate(s) of insurance shall be submitted as evidence to verify that the listed coverages are current.

Port Freeport reserves the right to change established minimum coverage limits for special situations.

Damage

The contractor shall be responsible for any and all damage or fines caused by their employees and subcontractors.

Arbitration

Any dispute between Port Freeport and the winning Bidder, whether related to this project or otherwise, shall be settled finally, completely, and conclusively by arbitration in Brazoria County, Texas, in accordance with the Commercial Arbitration Rules of the American Arbitration Association (the "Rules"), by one arbitrator chosen in accordance with the Rules. Arbitration shall be initiated by written demand by the party seeking arbitration. Arbitration shall be specifically enforceable in the District Court of Brazoria County, Texas. A decision of the arbitrator shall be final, conclusive, and binding, and judgment may be entered thereon in the District Court of Brazoria County, Texas to enforce such decision and the benefits thereof.

Any arbitration held in accordance with this section shall be private and confidential and no person shall be entitled to attend the hearings except the arbitrator, Port Freeport, Port Freeport attorneys, and any designated representatives of winning Bidder and its attorneys.

The matters submitted for arbitration, the hearings, and proceedings thereunder and the arbitration award shall be kept and maintained in strictest confidence by Port Freeport and the winning Bidder and shall not be discussed, disclosed, or communicated to any persons.

On request of either party, the record of the proceeding shall be sealed and may not be disclosed except insofar, and only insofar, as may be necessary to enforce the award of the arbitrator and any judgment enforcing such award.

Defense Obligations

To the fullest extent permitted by applicable laws, the Successful Bidder shall be expected to agree to DEFEND (with counsel reasonably acceptable to Port Freeport) the Indemnified Parties against any and all Claims. It is the intent of Port Freeport and Contractor that the defense obligations of Contractor are without regard to whether the strict liability, fault, sole negligence, or concurrent or contributory negligence of the Indemnified Parties is a factor, and the defense obligations of Successful Bidder shall be intended to protect the Indemnified Parties against Claims based, in whole or in part, on the strict liability, fault, sole negligence, or concurrent or contributory negligence of the Indemnified Parties.

Indemnity Obligations

To the fullest extent permitted by applicable laws, the Successful Bidder shall be expected to assume all liability for and agrees to INDEMNIFY and HOLD HARMLESS the Indemnified Parties against any and all Losses arising from or related to any Claims, except to the extent (and only to the extent) that such Losses are ultimately determined by final, non-appealable judgment of a court of competent jurisdiction to have been caused by the gross negligence or willful misconduct of the Indemnified Parties. The exception set forth in the preceding sentence is not intended and shall not be deemed or construed to limit or waive the Successful Bidder's defense obligation as listed above.

Compliance with Laws

Contractor represents and warrants that, in performing its obligations under this Agreement, Contractor will at all times comply with all applicable federal, state, and local laws, rules or regulations (collectively, "Laws"). Specifically, and without limitation:

11. The Successful Bidder shall comply with all legal requirements required by applicable Laws to be included in, or complied with in or in connection with, this project. Such legal requirements include, without limitation, the following, which are incorporated by reference herein: the Equal Opportunity Clause (41 CFR §60-1.4); the Affirmative Action Clause for Disabled Veterans and Veterans of the Vietnam Era (41 CFR §60-250.4); the Age Discrimination Act of 1975 (29 CFR §1625); the Affirmative Action Clause for Handicapped Workers (41 CFR §60-741.4); the Certification of Non-segregated Facilities Clause (41 CFR §60-1.8); the Affirmative Action and Nondiscrimination Obligations of Federal Contractors and Subcontractors Regarding Disabled Veterans, Recently Separated Veterans, Active Duty Wartime or Campaign Badge Veterans, and Armed Services Service Medal Veterans (41 CFR §60-300.1); the Affirmative Action and Nondiscrimination Obligations for Federal Contractors and Subcontractors Regarding Individuals with Disabilities (41 CFR §60-741.1); and the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. To the extent applicable, the requirements of 41 CFR §60-1.4(a)(7), 29 CFR Part 471, Appendix A to Subpart A, 41 CFR §60-300.S(a)(ii), and 41 CFR §60-741.S(a) are expected from the Successful Bidder of this project.
12. The Successful Bidder shall comply with the requirements of 41 CFR §§60-1.4(a), 60-300.S(a) and 60-741.S(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

13. The Immigration Reform and Control Act of 1986, as amended, the Immigration Act of 1990, and the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, require that all employees hired since 1986 provide proof of identity and employment eligibility before they can work in the United States. Port Freeport is committed to complying with all applicable immigration laws of the United States and requires compliance by all contractors and subcontractors who contract with the State. The Successful Bidder shall not place any employee of the Successful Bidder at Port Facilities, nor shall the Successful Bidder permit any employee, nor any subcontractor, to perform any work on behalf of, or for the benefit of, Port Freeport without first confirming said employee's authorization to lawfully work in the United States.

Language Assistance

The Port is committed to taking reasonable steps to provide timely and meaningful access for Limited English Proficient (LEP) individuals coming into contact with the Port's programs, services, and activities. Port Freeport shall provide free language assistance services to persons interested in submitting a proposal for this project.

If you need language assistance services in regard to this RFP, please email Chris Hogan, Director of Protective Services at hogan@portfreeport.com. Additionally, please include the desired language that you need the RFP translated to.

PROPOSAL GUIDELINES

RFP Posting

A notice of the RFP shall be posted in the local newspaper, The Facts (www.thefacts.com). Additionally, the RFP will be posted in the Public Notices section of the Port Freeport website, which can be accessed at <http://www.portfreeport.com/freeport-community/contractor-bids>. A copy of the RFP can also be physically picked up at the Port Freeport Emergency Operation Center (EOC) located at 801 Navigation Blvd, Freeport, Texas.

Inquiries

All enquiries related to this RFP are to be sent via email to Chris Hogan, Director of Protective Service at hogan@portfreeport.com.

Information obtained from any other source is not official and shall not be considered.

RFP Timetable

The anticipated schedule for this RFP and contract approval is as follows:

RFP Issued	August 1, 2024
RFP Closed/Proposal Opening	August 30, 2024 at 2:00PM at the Port Freeport Emergency Operation Center, 801 Navigation Blvd, Freeport, Texas 77541

Respondent Expenses

Respondents are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with Port Freeport, if any. Port Freeport shall not be liable to any Respondent for any claims, whether for costs or damages incurred by the Respondent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

Confidentiality of Information

Information pertaining to Port Freeport obtained by the Respondent as a result of participation in this RFP is confidential and shall not be disclosed without written authorization from Port Freeport senior management.

Modification of Terms

Port Freeport reserves the right to modify the terms of this RFP at any time at Port Freeport's sole discretion. If the RFP is modified, a notice of the new revision shall be posted in the local newspaper, The Facts (www.thefacts.com). Additionally, the new revision will be posted in the Public Notices section of the Port Freeport website (<http://www.portfreeport.com/freeport-community/contractor-bids>) and available to be physically picked up at the Port Freeport Emergency Operation Center (EOC) located at 801 Navigation Blvd, Freeport, Texas.

This includes the right to cancel this RFP at any time.

Proposal Submissions

The Respondent may submit their **sealed** proposal in person or by a recognized mail/delivery service to:

- Port Freeport
- Attn: Chris Hogan, Sealed Bid, K9 Detection
- 801 Navigation Blvd.
- Freeport, Texas 77541

Any response received after the deadline on the RFP closing date shall not be considered. The responsibility for submitting proposals before the stated time and date is solely the responsibility of the Respondent. Port Freeport shall not be responsible for delays caused by mail, courier service, or any other occurrence.

If there are any deviations to the requirements specified within this RFP, Respondents shall document the deviations in Attachment 1. Proposals failing to document these deviations may be rejected without further consideration.

At minimum, each proposal shall include:

- 1) The bidder's proposal
- 2) Attachment 1, Deviations
- 3) Attachment 2, Evaluation Form
- 4) Attachment 3, Summary Form
- 5) Photos of the company's kenneling facilities
- 6) Photos of the dogs that will be utilized along with their specialization

All submissions shall include one (1) written proposal and one (1) PDF version of the proposal saved on a new store-bought USB drive.

The Respondent shall not change the wording of its proposal after submission unless requested by Port Freeport for the purposes of clarification.

Ownership of proposals

All documents and associated materials submitted to Port Freeport as part of this RFP become the property of Port Freeport. These items shall be received and held in confidence by Port Freeport, subject to the provisions of the Public Information Act located in chapter 552 of the Texas Government Code and the Maritime Security Directives issued by the U.S. Coast Guard under 33 CFR Part 101.405.

Acceptance of proposals

This RFP is not an agreement to purchase goods or services. Port Freeport is not bound to enter into a Contract with any respondent. Proposals shall be assessed by utilizing the qualifications within this document. Port Freeport shall be under no obligation to receive further information, whether written or oral, from any Respondent.

Delivery of the proposal shall be in accordance with the requirements specified within this document.

PROPOSAL REVIEW

Proposal Review Committee

Review of Respondents' proposals shall be conducted by the Qualifications Review Committee (QRC) formed by Port Freeport and may include users, employees, Commissioners, and/or contractors of Port Freeport. Any existing or past Port Freeport K9 detection contractor may NOT participate on the QRC.

To facilitate the review process, all Respondents shall complete the evaluation form in Attachment 2, which shall be included with their proposal.

Review and Selection

The QRC shall check Respondents' proposals against the specified criteria. Proposals not meeting all criteria established within this document may be rejected without further consideration.

Each qualified proposal shall be evaluated using a quantitative method for the following topics:

- 30% - Cost of Service: The total 3-year cost of services from the proposal.
- 30% - Marine Port of Entry Experience: The firm's years of experience providing K9 detection services to an international, MTSA regulated maritime port of entry.
- 20% - K9 Redundance: The firm's depth and ability to provide services when the primary canine is unavailable.
 - 5% - Narcotics detection redundance
 - 5% - Explosive/weapon detection redundance
 - 5% - Currency detection redundance
 - 5% - Implemented kenneling precautions to reduce an outbreak that affects all canines on your team, such as up-to-date vaccinations, regular health examinations, good hygiene, isolation of infected canines, physical barriers between kennels, etc.
- 10% - Safety Rating: The previous year's safety rating will be calculated using the OSHA Total Case Incident Rate (TCIR).
- 10% - References: Based on reference feedback and past Port Freeport performance if applicable.

Port Freeport reserves the right to request additional information from a Respondent.

Regardless of the factors set forth herein, the Port reserves the right to select the best bid pursuant to Section 60.408(b) of the Texas Water Code.

CONTRACT AGREEMENT

Negotiations

Port Freeport may award a contract on the basis of initial offers received, without discussion, or may require Respondents to give oral presentations based on their responses.

Port Freeport reserves the right to enter into negotiations with the selected Respondent, and if Port Freeport and the selected Respondent cannot negotiate a mutually acceptable contract, Port Freeport may terminate the negotiations and begin negotiations with the next selected Respondent. This process may continue until a contract has been executed or all responses have been rejected.

No Respondent shall have any rights in the subject project or property or against the Port arising from such negotiations.

A comprehensive evaluation shall take place on the potential service provider prior to awarding the contract. This comprehensive evaluation may include, but not limited to, financial stability, reputation, legal issues, and overall risk.

Contract Extension

This clause outlines Port Freeport's option to renew the contract for an additional two-year period on a year-to-year basis. Key points include:

- Renewal Option: Port Freeport has the sole discretion to renew the contract. Renewal is a prerogative of Port Freeport, not a right of the Respondent.
- Best Interest: Renewal will only be exercised if it is in the best interest of Port Freeport.
- Contract Adjustment: If Port Freeport decides to renew, contract prices and other terms may be adjusted due to changes in labor costs, with the price increase capped at the percentage change in the Consumer Price Index – All Urban Areas (CPI-U).
- Acceptance or Termination: Port Freeport can accept the adjusted terms or terminate the contract and re-advertise for bids, based on what is best for the Port.
- Month-to-Month Extension: If the contract is held over beyond the initial term, it will continue on a month-to-month basis under the same terms and compensation until a new contract is negotiated or the contract is terminated. This does not imply an automatic renewal of the contract.

Termination of Services

Port Freeport reserves the right to terminate services at any time without cause with a written notice at least 30-days prior to the termination date. In the event services are terminated, Port Freeport shall only be financially responsible for services provided up to the point of termination.

QUALIFICATIONS

Handler Qualifications

Handlers assigned to Port Freeport shall have successfully completed a recognized third-party K9 handler training course.

Handlers shall be trained as Commissioned Security Officer Level III per the requirements within the Texas Administrative Code Rule, Title 37, Part 1 §35.141. Handlers shall typically be unarmed and will only be armed when required by Port Freeport.

Handlers shall meet the security training requirements defined in 33 CFR § 105.210.

Handlers assigned to the contract shall have a Transportation Worker Identification Credential (TWIC).

Recognized Standards

If conducting internal certifications, the following standards are acceptable:

- United States Police Canine Association
- American Police Canine Association Certification Standards
- National Tactical Police Dog Association
- National Police Canine Association
- National Narcotics Detector Dog Association
- International Police Work Dog Association
- DoD Military Working Dog (MWD) Program

All proposals shall include what standard(s) are used to qualify/certify your handlers and canine teams.

Other equivalent third-party standards may be considered, but Port Freeport reserves the right to not accept standards not listed above.

Canine Team Qualifications

Unless you are following a recognized canine team certification program listed within this document, canine teams (i.e., the handler and canine) shall be initially certified for their specialty (i.e., narcotics,

explosives/weapons, and currency) by a recognized third-party certifying entity that was not involved in the sale and/or training of the canine being certified as part of the team.

Each canine team shall complete an annual recertification, which may be done internally.

Canine Qualifications

The canine shall be able to track a mobile narcotics trail.

The canine shall be able to track a dynamic explosive trail (i.e., target in motion).

Records

Training and certification records shall be maintained and available for review upon request by Port Freeport prior to and following the signing of a contract for each of the following:

- Canine handlers assigned to Port Freeport
- Canine teams assigned to Port Freeport.
- Canine medical records.

A request to review these records prior to contract signing does not imply that a contract is going to be awarded.

CANINE DETECTION SERVICES

Licensing

Occasionally, Port Freeport may need the handler to provide protective security functions, so the contractor shall have a current Class C business license issued by the Texas Private Security Board.

The canine service shall be in compliance with Texas Administrative Code Title 37, Part 1, Chapter 35, Rule §35.11 which defines guard dog welfare requirements. Port Freeport reserves the rights to conduct a scheduled audit of these requirements with the canine service provider.

Scheduling

The Port Freeport Director of Protective Services or his/her designee and the contractor shall agree upon a schedule for canine detection services.

Port Freeport reserves the right to schedule additional canine detection hours at the proposed hourly rate. Additionally, Port Freeport reserves the right to hire another canine detection service provider to cover additional canine detection hours.

Working hours may vary, including nights, holidays, and weekends.

Since scheduling information is sensitive security information (SSI) under federal regulations, the contractor shall not share the schedule with any other individuals unless they have a “right to know” as defined by federal regulation. If the schedule is shared, Port Freeport has the right to terminate the contract immediately and report the violation to the Department of Homeland Security, United States Coast Guard, and/or the Federal Bureau of Investigations.

Emergency Call Outs

If the contractor is available, Port Freeport reserves the right to call-out the contractor for emergency canine detection services.

Capabilities

Canine capabilities are intended to support existing security functions within Port Freeport’s Protective Services team. At minimum, the contractor shall be capable of detecting and locating the following (including derivatives if applicable):

- Static and Dynamic Explosives (i.e., stationary/mobile)
 - Ammonia- Gel
 - Ammonia-Nitrate
 - Hexogen (RDX)
 - Potassium Chloride
 - Potassium Nitrate
 - Sodium Chlorate
 - Nitroglycerin
 - Nitro-Cellulose
 - TNT
 - All Dynamites
 - Water Gels
 - Octogen (HMX)
 - Smokeless Powder
 - Black Powder
 - Gun Powder
 - Chlorates
 - PETN = Pentaerythritol tetranitrate
 - TATP
 - HMTD
 - Semtex
- Weapons (i.e., stationary/mobile)

- Firearms
- Ammunition
- Black Powder
- Gunpowder
- Gunpowder Residue
- Narcotics (i.e., stationary/mobile)
 - Cocaine (Koka, Pflanza, Peru)
 - Morphine
 - Crack (Cocaine + Sodium Hydrogen Carbonate Backpulver)
 - Opium
 - Heroin
 - LSD
 - Amphetamines
 - Ecstasy (Methamphetamine)
 - Liquid Ecstasy GHB
 - Thai-Pillen (Methamphetamine)
 - Hemp Cannabis Indica, Sativa, Ruderalis
 - Marijuana
 - Cannabis
 - Hash
- Typically Abused/Misused Prescription Drugs
 - Oxycodone (ex. OxyContin®),
 - Oxycodone combinations (ex. Percocet®)
 - Hydrocodone (ex. Vicodin®)
 - Fentanyl
- Currency
 - Uncirculated Paper Money

General Requirements

The contractor shall be capable of detecting narcotics, explosives, firearms, and non-circulated currency on each scheduled day unless advised by Port Freeport to bring a specific canine capability.

The contractor shall have redundant capabilities, so in the event a canine becomes unavailable (ex. sick or injured), the contractor will be able to bring a back-up canine with the same capabilities.

The contractor is responsible for providing canine friendly sheltering (ex., kennels) for the canine when not being used. The canines shall also have access to fresh air when sheltered. When the outdoor temperature is above 70°F, the canines shall be maintained in a cool environment when they are sheltered. When the outdoor temperature is below 32°F, the canines shall be maintained in a warm environment when they are sheltered.

All contractors shall obtain and maintain a Transportation Worker Identification Credential (TWIC) at the contractor's expense.

The contractor shall have at least three (3) years of experience at marine port of entry that is regulated by the Maritime Transportation Security Act of 2002 (MTSA).

General Canine Requirements

The explosive canine shall be capable of working off leash.

Canines shall be trained using a passive alert behavior. Active alert canines shall not be used at Port Freeport.

Canines shall be capable of working around large groups of people. Patrol canines (i.e., bite dogs) shall not be used as part of this assignment.

It is preferred that canines assigned to Port Freeport are not trained through a food reward program.

General Safe Handling

Canine handlers will keep their dog on leash and in full control at all times. In the event of potential explosives, a canine may work off leash while in view of the handler and within verbal command distance.

Canine handlers will not allow his dog to chew on items while on duty.

Canine handlers shall not allow their canine to jump on individuals or inside vehicles.

The contractor shall assure that their canine handlers wear an orange or yellow ANSI 2 certified safety vest when inside the port. Additionally, the canines shall have a high visibility and reflective collars and/or vest when working.

The contractor shall provide a canine first aid kit to their handlers in the event their canines are injured on site. The contract shall assure that their handlers have the proper dosage of naloxone (Narcan®) for each canine on duty.

Canine Working Environment

The working environment may include, but not limited to:

- Building and Structures
- Baggage
- Vehicles
- Parking Lots
- Roadways
- Gate access points

- Container shipping yards
- Open Area (aircraft, watercraft, rail, vehicle, and body carry) with a lot of moving equipment
- Public relations events with large audiences ranging from children to adults

Canine teams are expected to perform job tasks in a variety of environmental conditions. These conditions include, but are not limited to, working in the following environments.

- Hot or cold outdoor temperatures (i.e., below 32 degrees or above 90 degrees);
- Elevations above ground level;
- Near moving vehicles, heavy equipment, and marine vessels;
- Inside marine vessels/boats;
- Dusty conditions;
- Near fumes caused by vehicles, heavy equipment, and marine vessels;
- Stressful conditions; and
- Extended and irregular hours.

DELIVERABLES

Incident Reports

An incident report shall be generated for any find of narcotics, explosives, firearms, currency, or other contraband by the contractor. This report shall be entered in the Port Freeport Report Management System (RMS).

Daily Journal

A daily journal shall be maintained by the successful contractor. The journal shall summarize the activities of the K9 team(s) for the day. Port Freeport reserves the right to audit and/or request copies of the daily journal at any time during the contract period.

Statistics

The contractor shall maintain canine activity data, such as, but not limited to the following in a Microsoft Excel spreadsheet:

- Date
- Handler/Canine Names
- Location of Screening
- Amount Screened
- Type of Screening (ex. Cargo, vehicles, people, etc.)

- Signs of Interest / Alerts
- Finds

ATTACHMENT 1: DEVIATIONS

DESCRIPTION OF DEVIATION	REASON/RECOMMENDED

 PRINT NAME

 DATE

 SIGNATURE

ATTACHMENT 2: EVALUATION FORM

Please complete the following questions and submit the form with your proposal.

1. When did your company start providing K9 detection contract services?
 - a. (month/year): _____
2. How much experience does the firm have in providing K9 detection services to an MTSA facility?
 - a. Experience (years): _____ (months): _____
3. How much experience does the firm have in providing K9 detection services at an international maritime port of entry?
 - a. Experience (years): _____ (months): _____
4. How many qualified dogs do you have immediate access to that that have been imprinted on the following:
 - a. Narcotics: _____
 - b. Explosives: _____
 - c. Firearms: _____
 - d. Uncirculated Currency: _____
5. Explain the measures that you have in place at your kennel that reduces the risk of an infectious outbreak affecting all canines on your team?

6. If called during off hours or weekends for emergency call-out, what is the total distance from your location to the kennels to pick-up dogs, and then to Port Freeport (801 Navigation Blvd, Freeport, Texas 77541)?

a. Distance (miles): _____

7. Reference 1

a. Customer Firm Name: _____

b. Contact Name: _____

c. Contact Email: _____

d. Contact Phone: _____

e. Length of Time Providing K9 Detection Services to this Firm:

i. (years): _____ (months): _____

8. Reference 2

a. Customer Firm Name: _____

b. Contact Name: _____

c. Contact Email: _____

d. Contact Phone: _____

e. Length of Time Providing K9 Detection Services to this Firm:

i. (years): _____ (months): _____

9. Reference 3

a. Customer Firm Name: _____

b. Contact Name: _____

c. Contact Email: _____

d. Contact Phone: _____

e. Length of Time Providing K9 Detection Services to this Firm:

i. (years): _____ (months): _____

ATTACHMENT 3: PROPOSAL SUMMARY FORM

GENERAL INFORMATION

Company Name _____

Company Address _____

Contact Full Name _____

Contact Email _____

Contact Phone Number _____

CAPABILITIES

<u>Capability</u>	<u>Static Detection</u>	<u>Dynamic Detection</u>
Narcotics	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Explosives	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Firearms	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Uncirculated Currency	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

PROPOSAL RATES

<u>Service Description</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
K9 Services (hourly rate)	\$ _____	\$ _____	\$ _____
Trip Rate (cost/visit)	\$ _____	\$ _____	\$ _____
K9 Services (annual total)	\$ _____	\$ _____	\$ _____
Call Out Hourly Rate	\$ _____	\$ _____	\$ _____
Minimum Call Out Hours	_____	_____	_____

NOTE: Narcotics/Firearms/Explosive/Currency capability each visit (i.e., pricing should reflect a rate for having multiple dogs per visit).