

REQUEST FOR PROPOSALS

Professional Security Services | Calaveras County Fair & Jumping Frog Jubilee

39th District Agricultural Association • Frogtown • Angels Camp, California

RFP Release Date: 10/8/2026 Proposal Deadline: November 15, 2026 at 4pm

Fair Dates / Contract Term: May 13-16, 2027 with two (1year options)

1. Invitation and Overview

The 39th District Agricultural Association (Association) invites proposals from qualified, licensed security organizations to provide professional security services for the Calaveras County Fair & Jumping Frog Jubilee, held annually during the third weekend in May at Frogtown in Angels Camp, California.

The Association preserves, promotes, and showcases agriculture and the traditions of Calaveras County while operating Frogtown as a dynamic, year-round event facility. The 71-acre fairgrounds hosts festivals, livestock shows, trade and recreation shows, business events, weddings, receptions, rallies, camping groups, and other community gatherings.

For more than a century, the annual Fair has welcomed thousands of guests, with attendance exceeding 40,000 over its four-day run and up to 500 seasonal employees. Public safety, a welcoming guest experience, and coordinated emergency preparedness are central priorities.

2. Objective

The Association seeks a dependable security partner that will work closely with Fair Management, local law enforcement, fire personnel, and medical responders to protect patrons, exhibitors, vendors, employees, and other participants; support established policies; and respond to incidents in a coordinated, timely, and professional manner.

3. Scope of Services

The selected contractor shall provide the personnel, supervision, equipment, and coordination necessary to fulfill the approved security plan and schedule, including:

- Provide visible, courteous patron-safety and security services throughout assigned locations and shifts.
- Supply appropriately uniformed, trained, screened, and legally authorized security personnel.
- Staff all scheduled posts and promptly arrange qualified replacements for absences.
- Operate designated Safety Stations, including patron screening with handheld metal-detection wands for prohibited firearms and other items, consistent with approved Fair policies and applicable law.
- Provide all agreed-upon screening and security equipment required at Safety Stations.
- Assist Fair Management in applying Association policies and procedures, including access control, crowd management, incident reporting, and escalation.
- Support implementation of the Association emergency response plan in coordination with Fair Management, fire services, and law enforcement.
- Attend required pre-Fair coordination meetings, briefings, and training exercises.

- Provide a separate, reliable radio communications system and radios for designated Administration, First Aid, and Sheriff personnel, independent of the Association radio system.
- Maintain clear documentation of significant incidents and submit reports to designated Fair Management representatives.

4. Staffing, Supervision, and Operations

Proposals must explain the recommended staffing approach, including the number of personnel by shift and location, relief coverage, a designated on-site supervisor, escalation procedures, and methods for responding to changing attendance or incident conditions. Final posts, staffing levels, and hours will be established in the attached schedule and approved by the Association.

The contractor shall identify a primary contact authorized to make operational decisions and shall notify Fair Management promptly of staffing changes, serious incidents, or conditions requiring additional resources.

5. Safety and Emergency Coordination

Security personnel must understand the approved emergency plan, incident command and notification procedures, evacuation and shelter instructions, and the limits of their authority. Security personnel shall promptly refer criminal matters, medical emergencies, fires, and other situations requiring public-agency response to the appropriate authorities. Any changes to screening procedures or emergency operations require Association approval.

6. Minimum Qualifications and Documentation

Respondents should demonstrate experience with fairs, festivals, concerts, or other high-attendance public events and submit:

- Company background, years in business, and relevant event-security experience.
- Evidence of current California security business licensing and applicable employee credentials; identify license numbers and issuing agencies.
- Description of employee screening, training, supervision, and relevant certifications.
- Proposed equipment inventory, including screening equipment and radio capabilities.
- A copy of the employee handbook or applicable personnel policies.
- Evidence of insurance coverage and ability to satisfy contract insurance requirements supplied by the Association.
- At least three references for comparable services.
- A detailed staffing plan and itemized price proposal.

Any insurance limits, additional-insured language, bonding requirements, and contractual terms will be established in the final solicitation documents and agreement; respondents should disclose proposed exceptions.

7. Proposal Submission Requirements

Proposals should be organized in the following order: (1) completed proposal information form; (2) qualifications and experience; (3) staffing and supervision plan; (4) screening, equipment, and communications plan; (5) emergency coordination approach; (6) licenses, insurance, and employee handbook; (7) references; and (8) itemized pricing, assumptions, and exclusions.

Submit proposals by [deadline] to [submission email/address]. Questions should be directed to Laurie Giannini, 209-736-2561 ext. 5, laurie@frogtown.org, by [question deadline]. The Association may issue written clarifications to all prospective respondents.

8. Evaluation and Selection

Proposals may be evaluated on demonstrated qualifications, comparable event experience, staffing reliability, training, supervisory approach, emergency coordination, equipment and communications capacity, completeness, references, and total cost. The Association may request interviews, clarification, or a revised proposal. Selection will be based on overall value and ability to meet operational needs, not solely the lowest price.

The Association reserves the right, subject to applicable procurement requirements, to reject proposals, waive minor irregularities, negotiate terms, or cancel the solicitation. No contract is formed until an agreement is executed by authorized parties.

9. RFP Schedule and Attachments

RFP issued: 10/8/2026

Deadline for written questions: 1/1/2026

Proposal due: November 15, 2026

Anticipated selection: November 30, 2026

Attachments: A. Emergency Policy/Plan; B. Fairgrounds Map; C. Security Staffing Schedule; D. Proposal Response Form.

Attachment D — Proposal Response Form

Company Legal Name: _____

Primary Contact / Title: _____

Mailing Address: _____

City / State / ZIP: _____

Telephone: _____

Email: _____

Federal Tax ID (provide securely if requested):

California Security Company License Number:

Business License Number: _____

Bond Number (if applicable): _____

References

Reference 1 — Contact / Organization: _____

Phone / Email / Comparable Event: _____

Reference 2 — Contact / Organization: _____

Phone / Email / Comparable Event: _____

Reference 3 — Contact / Organization: _____

Phone / Email / Comparable Event: _____

Pricing Proposal

Provide an itemized cost schedule showing position or service, number of personnel, hours, hourly rate, extended cost, equipment/radio charges, supervisory costs, overtime rates, taxes or other charges, and total proposed price.

Service / Position	Staff	Hours	Rate	Extended Cost

Equipment / Other Fees: \$ _____ Total Proposed Cost: \$ _____

Pricing assumptions / exclusions: _____

Authorized Representative: _____ Date: _____

Signature: _____

SECURITY SCHEDULE

POST	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TOTAL
	5/12/2026	5/13/2026	5/14/26	5/15/26	5/16/26	5/17/26	5/18/26	
Gate #2	Vanding/Bag Check	1 @ 11p - 12m 1.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0	1 @ 12m - 11p 23.0	6a.m - 6p.m.	12 96.0
Rovers/Relief		1 @ 10a - 10p 12.0	1 @ 10p - 10a 2 @ 10a - 10p 36.0	1 @ 10p - 10a 2 @ 10a - 10p 36.0	1 @ 10p - 10a 2 @ 10a - 10p 36.0	1 @ 10p - 10a 2 @ 10a - 10p 36.0		156.0
Back Stage			1 @ 6p - 10p 4.0	1 @ 3p - 11p 8.0				12.0
Front Gate	Vanding/Bag Check		2 @ 7a - 11p 32.0	2 @ 7a - 11p 32.0	2 @ 7a - 11p 32.0	2 @ 7a - 11p 32.0		128.0
Arena					1 @ 10a - 4p 6.0	1 @ 5p - 11p 6.0		12.0
Front of Arena					2 @ 4p - 10p 12.0	3 @ 4p - 10p 18.0		30.0
Holding Area	Vanding/Bag Check		1 @ 7a - 11p 16.0	1 @ 7a - 11p 16.0	1 @ 7a - 12m 1 @ 2p - 10p 24.0	2 @ 2p - 10p 16.0		72.0
Gate #3			1 @ 7a - 8p 13.0	1 @ 7a - 8p 13.0	1 @ 7a - 8p 13.0	1 @ 8a - 10p 14.0		53.0
Camping Gate			1 @ 7a - 10p 15.0	1 @ 7a - 10p 15.0	1 @ 7a - 10p 15.0	1 @ 7a - 8p 13.0		58.0
Ranch House			1 @ 7a - 8p 13.0	1 @ 7p - 12m 5.0	1 @ 7p - 12m 5.0			23.0
Frogtown Brewery				1 @ 7p - 12m 5.0	1 @ 7p - 11a 16.0	1 @ 7p - 11a 16.0		37.0
Vendor Gate	Vanding/Bag Check		1 @ 12m - 12m 24.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0		96.0
Livestock					1 @ 11p - 12m 1.0	1 @ 12m - 8a 8.0		9.0
Supervisor		1 @ 10a - 12m 14.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0	1 @ 24 hours 24.0		110.0
Daily Totals								
Security	0.0	13.0	177.0	178.0	208.0	206.0	0.0	782.0
Supervisor/Rover	0.0	14.0	24.0	24.0	24.0	24.0	0.0	110.0

2026
CALAVERAS COUNTY

FAIR

— AND —

JUMPING FROG JUBILEE



**EMERGENCY
OPERATIONS PLAN**

Calaveras County Fairgrounds (Frogtown®) Emergency Procedure Manual Prepared but Not Paranoid

PURPOSE

Purpose of the Emergency Procedure Manual

This manual is designed to help us stay one step ahead of potential emergencies or disasters by clearly outlining who does what, when, and how. It establishes a **Preparedness Team**—a group that's trained, equipped, and ready to respond to a wide range of situations with confidence and coordination.

With clear roles, chain of command, and use of all available resources, the Calaveras County Fairgrounds can respond quickly and effectively—whether that means a full evacuation or swift on-site action.

Every employee plays a vital role. Familiarity with this plan isn't optional, it's essential. Knowing what to do and acting decisively can protect lives, property, and our community.



POLICY STATEMENT

This manual outlines clear responsibilities for preparing for and responding to emergencies at the Calaveras County Fairgrounds. It provides a structured set of procedures designed to ensure an organized, effective response in any situation.

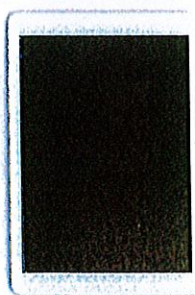
The manual will be reviewed annually in collaboration with local emergency services to ensure accuracy, compliance, and readiness. Copies will be distributed to all relevant stakeholders and partner agencies to maintain transparency and alignment.

In the event the CEO/Fair Manager is unavailable during an emergency, the **Board President**—or their designated representative—will assume the role of lead contact.



EMERGENCY CONTACTS

- CEO - Laurie Giannini: 209-768-8706
- Board President - Gay Callan: 209-484-9528
- Security - Carolan Ferreria: 707-489-6238
- Fair Emergency Services - John Fredrick: 209-728-5448
- Maintenance - Larry Diliberto: 209-768-6708
- Operations - Tim Folendorf: 209-770-4500
- Arena - Tillie Mann: 209-753-7999
- Office Admin - Christine Thom: 209-728-7037
- Livestock - Shawn Westberg: 209-324-5149
- Livestock - Kasey Musachia: 209-728-4843
- Carnival - George D'Olivo: 650-218-7191
- Frog Jump - Ron Dwelley: 209-770-5036
- Guest Services - Gary Britt: 209-601-7028
- Parking Lots - Jeremy Wood: 209-662-3299
- Campgrounds - Ole Gardina: 209-419-0375



PUBLIC SAFETY OVERVIEW

The Fairgrounds works in coordination with the following agencies:

1. Calaveras County Sheriff's Department
2. Angels Police Department
3. California Highway Patrol
4. Cal Fire / Altaville-Melones Fire Dept
5. American Legion Ambulance
6. Mark Twain Medical Center
7. Professional Event Services, Inc. (Security)

Each agency assigns a coordinator who reports to the CEO and Board President.

FIRE & FIRST AID

Fire Response:

- Call 911.
- Fire suppression by Cal Fire and Altaville-Melones Fire.

First Aid Response:

- Contracted through Mark Twain Medical Center and Altaville-Melones Fire.
 - Ambulance on-site for Rodeo and Destruction Derby.
 - First Aid available during public hours.
-



Dignity Health®

Mark Twain Medical Center

LAW ENFORCEMENT & SECURITY

- The Sheriff's Dept provides law enforcement during events.
 - CHP handles vehicle-related incidents.
 - Professional Event Services manages event security.
-

POLICIES

Prohibited Items: No weapons, glass, cans, illegal drugs, or outside alcohol.

Media Policy: All press inquiries go through the CEO or Board President.

Bag & Cooler Policy: Bags, ice chests, strollers, etc., may be searched. No weapons, alcohol, glass or aluminum.

Cannabis Policy: Cannabis use is prohibited anywhere on the Fairgrounds.



CIVIC UNREST & DEMONSTRATIONS

Designated Free Speech Zones are provided to balance free expression and public safety. Zones are located away from walkways and congestion points.

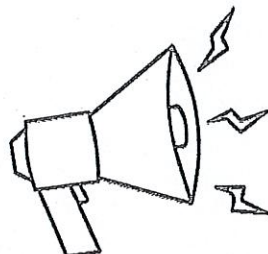
EMERGENCIES & DISASTERS

Examples of Emergencies:

- Power outages
- Small fires
- Ride evacuations
- Medical incidents
- Bomb threats
- Violent behavior

Examples of Disasters:

- Major fires
 - Explosions
 - Ride accidents with fatalities
 - Chemical spills
 - Civil disorder
 - Earthquakes, windstorms
 - Major power failure
-



GENERAL EMERGENCY PROCEDURES

1. Stay calm
2. Call 911 if necessary
3. Alert First Aid & Security
4. Contact CEO or Board President
5. Contact CFSA

Lost or Missing Child:

- Take the child to First Aid
- Call office to report
- Unclaimed children: contact Sheriff
- For CODE ADAM, lock all gates and call Sheriff

Fire:

- Call 911 and the administration office
- Meet emergency responders at the gate

Evacuation:

- Use PA system or bullhorn
- Guide patrons to evacuation area or rally points
- Do not leave until cleared by proper authority

Major Accident or Injury:

- Call 911
- Administer CPR if certified
- Clear area
- Guide emergency personnel

Ride Accident:

- Operator ensures guest safety
- Follow Carnival Operator protocols
- Notify CEO, Sheriff, and cordon off area

Power Failure:

- Call office
- Evacuate buildings if necessary

Auto/Pedestrian Accident:

- Call 911
- Do not move injured unless necessary
- Notify CEO

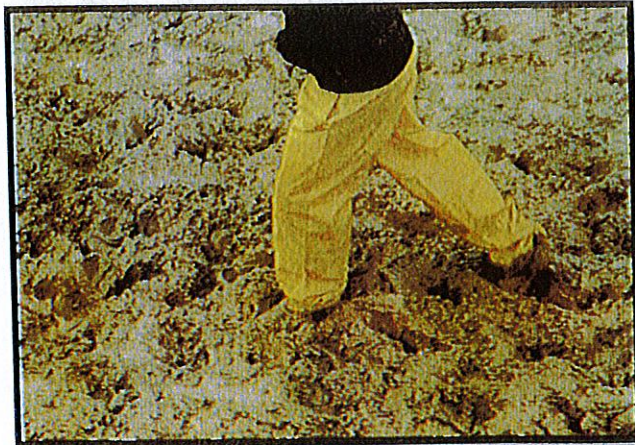
Bomb Threat / Active Shooter / Suspicious Package:

Follow ALICE:

- Alert
- Lockdown
- Inform (911)
- Counter
- Evacuate

Evacuation Locations:

- Barns: SW Carnival Exit
- Tom Sawyer Hall: Gate 6
- Exhibit Buildings: Gate 6
- Arena/Main Stage: Gate 2 or 3
- Front Lawn: Gate 1



Rally Points:

1. Gun Club (Gun Club Rd)
2. Lower Parking Lot (Frogtown Rd)
3. Distinctive Metals (Gun Club Rd)

Offsite Evacuation: Patrons transported to Bret Harte High School

Medi flight Evacuation:

- Ball Diamond #1 is designated landing zone
- Maintenance activates field lights
- Fire truck wets field
- Ambulance enters via Fire Road through Gate #1



FAIR PREPAREDNESS TEAM (Blue Badges)

- CEO: Laurie Giannini
- Board President: Gay Callan
- Maintenance: Larry Diliberto, Sonny Canepa, Tim Folendorf
- Livestock: Stewart Segale, Shawn Westberg, Kasey Musachia
- Arena: Darrin Mills, Tillie Mann
- Ranch House: Jeff Hughes
- Carnival: George D'Olivo
- Buildings: Sherri Elliott
- Admin: Gay Callan
- Unaccompanied Minors: Christine Thom, Darrin Mills
- Camping: Ole Gardina
- Main Stage/Lawn: Ron Dwelley
- Media/Social Media: Laurie Giannini
- Medical: Dignity Health, Altaville-Melones Fire
- Parking: Jeremy Wood

**Calaveras County Fair &
Jumping Frog Jubilee
Preparedness Team**



NATURAL DISASTERS

Earthquake:

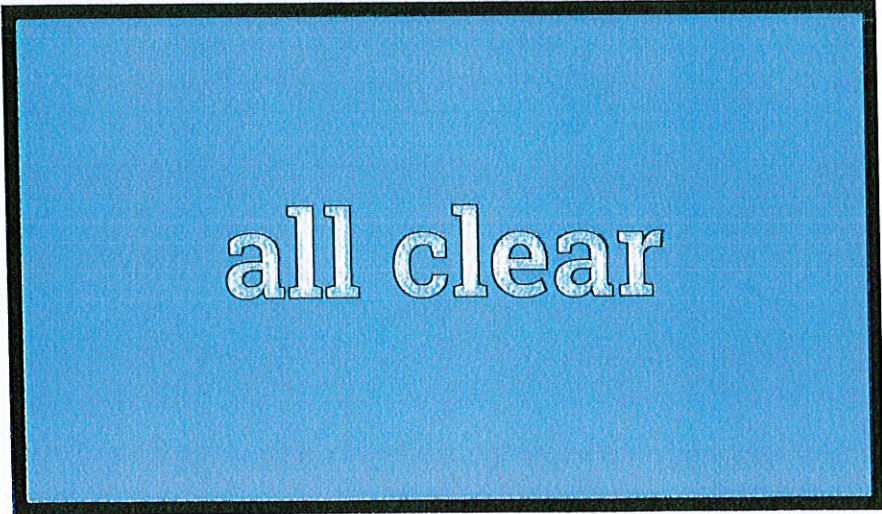
- Indoors: Take cover, stay inside
- Outdoors: Move to open space
- Aftershocks possible
- Call 911 for injuries, then notify office

Severe Windstorm:

- Go indoors
- Stay away from windows
- Aid injured if safe

ALL CLEAR PROCEDURE

- Only emergency personnel may issue an "All Clear"
- The CEO will notify departments
- Written reports submitted post-incident
- Press conferences as necessary
- Passes may be issued to visitors required to leave early



all clear



STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

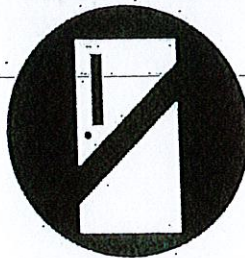
"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

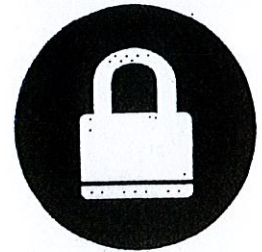
"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.



IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

OCCUPANTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

STAFF

Close and lock door
Account for occupants and staff
Do business as usual



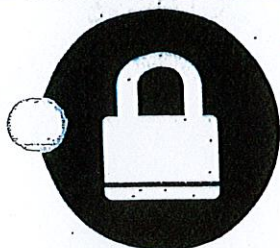
SECURE! Get inside. Lock outside doors.

OCCUPANTS

Return inside
Do business as usual

STAFF

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for occupants and staff
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

OCCUPANTS

Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend

STAFF

Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Account for occupants and staff
Prepare to evade or defend



EVACUATE! (A location may be specified)

OCCUPANTS

Evacuate to specified location
Bring your phone
Instructions may be provided about retaining or leaving belongings

STAFF

Lead evacuation to specified location
Account for occupants and staff
Notify if missing, extra or injured people



SHELTER! Hazard and safety strategy.

OCCUPANTS

Use appropriate safety strategy for the hazard

Hazard

Tornado

Hazmat

Earthquake

Tsunami

Safety Strategy

Evacuate to shelter area

Seal the room

Drop, cover and hold

Get to high ground

STAFF

Lead safety strategy
Account for occupants and staff
Notify if missing, extra or injured people

RESOLUTION NO. 26-06

Adopted by the California Fair Services Authority

April 1, 2026

RESOLUTION APPROVING THE MINUTES OF THE REGULAR TELECONFERENCE MEETING OF FEBRUARY 5, 2026.

BE IT RESOLVED BY THE CALIFORNIA FAIR SERVICES AUTHORITY:

That the Board of Directors hereby approves the minutes of the Regular Teleconference Meeting of February 5, 2026, as presented.

CHAIR, Laurie Giannini

ATTEST:

SECRETARY, Angie Cha

