

**MARYLAND STADIUM AUTHORITY**



**REQUEST FOR QUALIFICATIONS (RFQ)**

**UNIFORMED SECURITY SERVICES**

**CAMDEN YARDS SPORTS COMPLEX**

**MSA Project No. 18-080**

**ISSUE DATE: May 23, 2018**

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## A. INSTRUCTIONS

- 1) Subject to conditions prescribed by the Maryland Stadium Authority (“MSA”), responses to MSA’s Request for Qualifications (“RFQ”) are sought from highly qualified firms to provide uniformed security services at the Camden Yards Sports Complex.

**Project Name: Uniformed Security Services**  
**Project Number: 18-080**

- 2) Submittals must be received by the Procurement Officer identified below no later than **2 : 0 0 p.m. EST on June 25, 2018**. Late submissions will not be accepted.

Procurement Officer: Sandra Fox  
Maryland Stadium Authority  
333 West Camden Street, Suite 500  
Baltimore, Maryland 21201  
Phone: (410) 333-1560  
Fax: (410) 333-1888  
Email: [sfox@mdstad.com](mailto:sfox@mdstad.com)

- 3) **Submittals (1 original and 2 copies) may be submitted by regular mail or courier to the Procurement Officer identified above. E-mail and faxes are not permissible. It is the responsibility of the respondent to contact the Procurement Officer to verify receipt of submittals before the deadline date.**
- 4) All questions should be directed in writing to the Procurement Officer. Email is preferred.

## B. INTENT

- 1) The prequalification process is intended to identify responsible and competent service providers that possess the requisite size, skills and experience to meet the demands of performing in a high pressure working environment, such as the world class facilities at the Camden Yards Sports Complex.
- 2) Respondents will be notified of the qualification determination as soon as reasonably practicable after the decision is made. **Only those firms that have been prequalified will be invited to submit proposals for the contract.**

- 3) MSA reserves the right to accept or reject any submittal in its sole and absolute discretion, to waive any technical errors or irregularities, amend the prequalification requirements or to abandon the prequalification process if the interest of MSA appears to be promoted thereby.

### **C. PROJECT DESCRIPTION**

- 1) The selected contractor will provide up to 95,000 hours per annum of uniformed security services to the Camden Yards Sports Complex in Baltimore, Maryland, whose facilities include Oriole Park at Camden Yards, M&T Bank Stadium, Camden Station and the Warehouse at Camden Yards.
- 2) This contract includes approximately 70,000 hours of 24/7 facility security coverage for Oriole Park at Camden Yards and M&T Bank Stadium, and approximately 25,000 hours of event security coverage for baseball, football and special events held at the complex.
- 3) The initial term of this contract will be three (3) years followed by two (2) one (1) year renewal options. The total contract period will not exceed five (5) years.
- 4) All services shall conform to all applicable Federal, State, and local laws and regulations.
- 5) The successful vendor shall be required to provide and maintain appropriate insurance with limits satisfactory to MSA, during the term of the engagement.

### **D. MINORITY BUSINESS ENTERPRISE PARTICIPATION**

- 1) The MSA anticipates an overall minority business enterprise (MBE) participation goal of thirty percent (30%) for this project.
- 2) All subcontractors identified on the MBE participation schedule must be MBE certified with the Maryland Department of Transportation (MDOT).
- 3) For information on certified MBE firms, the directory is available at <http://mdot.state.md.us>.

### **E. MINIMUM QUALIFICATIONS**

- 1) The Contractor must possess SAFETY Act Certification and/or Designation to include Developmental Testing and Evaluation (DTE) issued by the U.S. Department of Homeland Security Science and Technology for qualified anti-terrorism technologies involving the use of security officers.

- 2) The Contactor must demonstrate within the immediate preceding five (5) years of RFQ submission experience as a prime contractor for at least two (2) projects of similar size, scope and complexity that meet or exceed the following project criteria:
  - a. For Facility Security Projects
    - i. Minimum of 25,000 hours per annum of uniformed facility security services; and
    - ii. Staffing of 10 or more uniformed security officers per workday; and
    - iii. Performed at a commercial facility.
  - b. For Event Security Projects
    - i. Minimum of 10,000 hours per annum of uniformed event security services; and
    - ii. Staffing of 25 or more uniformed event security officers per event; and
    - iii. Performed event security duties at a collegiate or professional sports facility, preferably a NFL or MLB venue.

## F. SUBMITTAL REQUIREMENTS

- 1) Letter of Introduction. Provide a written introduction of the company. Briefly explain why the firm is qualified to perform the work and highlight any special experience or accomplishments that you think should be taken into consideration by MSA.
- 2) Completed Uniformed Security Services Contractor Qualifications Statement (with all Attachments). The form is attached hereto as **Attachment A** and is available in electronic PDF format.

## G. EVALUATION

- 1) An evaluation procedure will be applied to evaluate all timely submissions received. **Only those respondents whose qualifications are deemed satisfactory to MSA shall be invited to submit proposals.**
- 2) Evaluation will include verification of the respondent's ability to secure liability and Worker's Compensation Insurance, evidence of licensing, financial ability, history of litigation and claims or other adverse actions, and prior experience providing security guard staffing services with needs similar to MSA.

During the evaluation process, MSA reserves the right to request, receive and evaluate supplemental information from any respondent in its sole and absolute discretion. MSA may conduct interviews with qualified or potentially qualified respondents at any time during the evaluation process.