



Security Guard Services And/Or Screening Services

Estimated Cost - \$60,900,000.00

RQID1600066/AVCW1500110 - Verification of Availability

March 25, 2015

SBD is attempting to place Small Business Measures on RQID1600066. Please review the information below to determine if your firm would be able **provide the scope of service(s), satisfy the personnel requirements and the requirements for each applicable security guard level.** If your firm is interested, please fill out the information below *indicating which level your firm is interested in and include a copy of your firm's resume/list of projects or list 3 similar projects on the last page of this document.* Pay "CLOSE" attention to the **PERSONNEL REQUIREMENTS & SECURITY OFFICER SECTIONS**, as well as the **REQUIREMENTS FOR EACH SECURITY GUARD LEVEL.**

The deadline to respond to this Verification of Availability is 12:00 PM, Monday, March 30, 2015.

Tyrone White

Contract Certification Specialist

Miami-Dade County Small Business Development Division

☎Office: (305) 375-3123

☎Fax: (305) 375-3160

Email: twj@miamidade.gov



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Please visit the Project Review Webpage at <http://www.miamidade.gov/business/contracting-opportunities.asp>

Scope of Service/Purpose

It is the intent of the County to protect its personnel and/or property by means of well-trained, experienced, alert, interested, and reliable selected Proposer's personnel. The selected Proposer shall impress upon its personnel that their primary duty and responsibility is to safeguard the employees, the general public and County property. This General Order supersedes all others. The selected Proposer's personnel shall act in a courteous and professional manner at all times. The selected Proposer shall provide appropriately equipped and trained personnel, with background inspections completed according to Miami-Dade County's specified eligibility criteria. These personnel shall provide protection for Miami-Dade County personnel and property in and around Miami-Dade County facilities. The selected Proposer(s) shall be liable for losses; potential losses or damages arising from the actions of its personnel.

The types of services required under this solicitation are:

- Armed Security
- Unarmed Security
- Electronic Screening

Each of these services requires special technical and managerial proficiencies; therefore, specific prior experience requirements must be met to adequately provide such services. Services at a given facility shall be provided by a single selected Proposer. The services to be provided are organized into a total of three (3) Tiers and three (3) Sectors as follows:

Tier	Number of Sectors	Service Required	Sector Numbers
Tier 1	1	Security Guard Services	Sectors: 1A
Tier 2	1	Electronic Screening Services alone, or a combination of Screening and Security Guard services or any other specialized services	Sectors: 2A
Tier 3**	1	Electronic Screening services alone, or a combination of Screening and Security Guard Services or any other specialized services	Sectors: 3A

****Note: Tier 1, Tier 2 and Tier 3 Sectors encompass the entire area of Miami-Dade County and overlap one another. Therefore, a Tier 1, Tier 2 or Tier 3 facility may lie in close proximity to one another.**

Tier 1: Tier 1 facilities are those Miami-Dade County Sectors/facilities that have been determined to be a minimum risk and contain no Screening components.

Tier 2: Tier 2 facilities are those Miami-Dade County Sectors/facilities that have been determined to be an intermediate risk and may contain Screening components.

Tier 3: Tier 3 facilities are those Miami-Dade County Sectors/facilities that have been determined to be a high risk and may contain Screening components.

****Note: Tier 3 consists of Sector 3A which contains the Miami International Airport (MIA) and all satellite facilities and locations. The Selected Proposer(s) for MIA facilities shall meet and follow the unique Federal Security requirements and additionally shall be accountable to meet and maintain all required Federal Regulations.**

Are you able to satisfy the scope/purpose?

YES _____ NO _____

Do you have prior experience consistent with the scope of services/purpose for this (RTQ)?

YES _____ NO _____

Minimum Requirements

Proposers shall provide documentation in their Proposal that demonstrates their ability to satisfy the minimum qualification requirements. Proposers who do not meet the minimum qualification requirements or who fail to provide supporting documentation will not be considered for award. The minimum qualification requirements for this solicitation are as follows:

- 1) Proposers shall have a class "B", Security Agency, or "BB", Security Agency Branch Office, License issued and in good standing by the State of Florida, Division of Licensing.
- 2) Central Dispatch Center: Proposers shall have a stationary base station/office where the Central Dispatch Center is located. The Dispatch Center shall have at least five (5) lines: four (4) dedicated telephone lines for incoming and outgoing voice phone calls, and one (1) additional dedicated line for fax and/or computer use. The proposers Central Dispatch Center shall have a backup generator or other technology that allows for the continued operation of the Central Dispatch Center during power outages, inclement weather, man-made or natural disasters. The use of cellular phones and/or call forwarding for the main central dispatch telephone lines is unacceptable. A mobile transmitter/receiver or a handheld radio operated from the field or the office will not be considered sufficient to adequately provide dispatch service. The term "Office" does not include a home office, mail drop location, cellular phone or other location. The Central Dispatch Center may be located out of the state but shall be independently operated by the Proposer. This center shall not be outsourced to another company unless approved in writing by the County Contract Administrator. These requirements are continuing conditions throughout the term of a Contract issued as a result of this solicitation.

Are you able to satisfy the minimum requirements?

YES _____ NO _____

Personnel Requirements

- 1) All personnel employed by the selected Proposer(s) to perform duties on any Contract issued as a result of this solicitation shall be approved prior to performing said duties. Contractor personnel shall keep active, and possess at all times while on duty, those professional, technical licenses or certificates as required by all Federal and Florida State Statutes. This includes a company issued photo I.D. card. All of the above are to be conspicuously displayed at all times while on duty. The selected Proposer shall provide in all instances radio equipped, uniformed Security/Screening Officers, and armed if requested, to provide Security/Screening service at designated locations. The number of personnel and hours of service required will solely be specified by the County Contract Administrator or Designee, to the selected Proposer(s) throughout the term of any contract issued as a result of this solicitation.
- 2) All licenses and other personnel requirements shall be maintained throughout the term of a Contract issued as a result of this solicitation and any extensions or renewals thereof. All personnel providing services to the County, shall display on their uniform as required and keep current, all appropriate identification cards, certificates, and licenses, as follows:

	Security/Screening Officer	Security/Screening Supervisor
State of Florida "D" Security Officer License	Yes	Yes

State of Florida "G" Firearms License	*Yes	*Yes
State of Florida Driver's License	**Yes	**Yes
Miami International Airport Identification Card (SIDA ID)	***Yes	***Yes
Miami International Airport Identification Customs Seal	****Yes	****Yes
Company or County-issued Photo ID Card	Yes	Yes

* Only required if assigned to armed post

** Only required if assigned to vehicular patrol (e.g. motor vehicles or golf cart.)

*** Only required if assigned to the Miami International Airport

**** Only required if assigned to the Miami International Airport secure locations or Customs locations

3) Personnel may not be employed by the selected Proposer(s) to provide services to the County if he/she currently or in the past has:

- a) Any Felony, Sexual or Domestic Violence conviction.
- b) Discharged from the Military under any conditions other than Honorable.
- c) Any history of irresponsible behavior including but not limited to any criminal activity, poor driving record or a problem employment record as determined by the County Contract Administrator or designee
- d) Any criminal activity listed in 49 US Code of Federal Regulations (CFR) section 1542.209, *Disqualifying Criminal Offenses* and 19 CFR 122.183, *Denial of Access*, for assignments involving Aviation Department properties.

The work performed on a Contract issued as a result of this solicitation requires frequent and prolonged walking and standing. Occasionally, Security/Screening Officers may encounter and be required to subdue violent people. Physical stamina is a basic requirement of this position. Any individual, who cannot meet the physical requirements of the position, including inability discovered through the job performance, will not be qualified to work under a contract issued as a result of this solicitation. In addition all personnel shall possess good human relations skills.

Can you firm satisfy the personnel requirements?

YES _____ NO _____

For the following sections, place an "X" next to the particular Tier(s) in which your firm is interested in, ensuring that you are able to satisfy the requirements as indicated for that Tier(s).

_____ **TIER 1 SECTORS**

The following is a description of the one Tier 1 Sector, including the approximate service hours per week, number, type of security personnel and vehicles required.

SECTOR 1A:

Total number of Facilities:	Eighty-five (85) facilities
Level 1 Officers:	3,708.0 Unarmed hours or approximately ninety-three (93) Officers
Level 2 Officers:	0 Unarmed hours or approximately (0) Officers
Level 2 Officers:	1,376.0 Armed hours or approximately thirty-four (34) Officers
Level 3 Officers:	382.5 Armed hours or approximately ten (10) Officers
Level 3 Officers:	47.5 Unarmed hours or approximately one (01) Officer
Vehicle:	496.5 Hours totaling eight (08) vehicles
Golf Cart:	729.5 Hours totaling six (06) Golf Carts
Radios:	136 Radios

TIER 2 SECTORS

The following is a description of the one Tier 2 Sector, including the approximate service hours, number, type of security personnel and vehicles.

SECTOR 2A:

Total number of Facilities:	Sixteen (16)
Level 1 Officers:	1635.0 Unarmed hours or approximately forty-one (41) Officers
Level 2 Officers:	0 Unarmed hours or approximately (0) Officers
Level 2 Officers:	792.0 Armed hours or approximately twenty (20) Officers
Level 3 Officers:	589.5 Armed hours or approximately fifteen (15) Officers
Screeners:	2409.25 Hours or approximately sixty (60) Screeners
Level 2 Screeners	185.0 Armed Hours or approximately seven (7) Screeners
Screening Supervisors	135 Unarmed Hours or approximately three (3) Supervisors
Vehicles:	0 Hours totaling (0) vehicles
Golf Cart:	75.0 Hours totaling one (01) Golf Cart
Radios:	60 Radios

TIER 3 SECTORS

The following is a description of the two Tier 3 Sector, including the approximate service hours, number, type of security personnel and vehicles.

SECTOR 3A:

Total number of Facilities:	Two (02)
Level 1 Officers:	420.0 Hours or approximately eleven (11) Officers
Level 2 Officers:	1,586.0 Hours or approximately forty (40) Officers
Level 2 Officers:	0 Armed hours or approximately (0) Officers
Level 3 Officers:	336.0 Unarmed hours or approximately eight (08) Officers
Screeners:	3,173.5 Hours or approximately seventy-nine (79) Screeners
Screening Supervisors	168.0 Unarmed Hours or approximately four (4) Supervisors
Level 2 Site Supervisors	112.0 Unarmed Hours or approximately three (3) Supervisors
Level 3 Site Supervisors	168.0 Unarmed Hours or approximately four (4) Supervisors
Vehicle:	168.0 Hours totaling one (01) vehicle
Golf Cart:	0 Hours totaling (0) Golf Cart
Radios:	50

Vendor Point Of Contact:

Each sector shall have a Vendor Point of Contact (VPOC) to act as the official liaison on behalf of the selected proposer to the County. The County Contract Administrator or designee shall be presented the personnel file of the vendors proposed candidates demonstrating all requirements and qualifications are fully satisfied and shall conduct an interview of all proposed vendor candidates (the County reserves the right to approve and/or remove any vendor personnel assigned to this position). The Vendor Point of Contact shall be available to respond to requests for meetings and/or any incident(s) within thirty (30) minutes or as determined as "reasonable", as directed and determined by the County Contract Administrator or designee. The Vendor Point of Contact shall be available to the County on a twenty-four (24) hour basis three-hundred and sixty-five days (365) a year (including all Federal and County observed holidays). The Vendor Point of Contact shall have the full authority to act on behalf of the selected proposer on all contractual matters. This position shall be at no direct cost to the County and all vendor personnel acting in this role shall meet the following requirements:

- a) All Vendor Point of Contacts shall be interviewed and approved by the County Contract Administrator and/or designee prior to performing any duties related to a contract issued as a result of this RFP.
- b) Shall have a valid "MB" / "M" (Manager of a Security Agency) State License from the Florida Department of State, and shall maintain this license at all times while providing service to the County under a Contract issued as a result of this solicitation.
- c) Shall have a High School Diploma, GED or Degree, which shall be from a United States accredited and verifiable institution (official transcripts will be required). All unverifiable diplomas shall be converted to a United States GED and/or Degree by

an agency approved by the County Contract Administrator.

- d) Shall be a citizen of the United States of America, or an alien who has been lawfully admitted for permanent residence as evidenced by Resident/Alien Registration Receipt Card Form I-151, or who presents other evidence from the Immigration and Naturalization Service that employment will not affect his/her immigration status. Acceptable evidence shall consist of a birth certificate or appropriate naturalization papers.
- e) Shall be at least twenty-one (21) years of age.
- f) Shall successfully complete a medical examination, to be conducted at the selected Proposer's expense prior to duty assignment or when required for reasonable cause determined by the County Contract Administrator or Designee. The results of the medical examination shall demonstrate the personnel's ability to perform the required services. The tests shall include, at a minimum; tests for psychological, communicable diseases, vision, color blindness, hearing, speech, and testing for drug and illegal substance use. Thereafter, an annual medical examination shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection.
- g) Shall have and maintain a valid State of Florida Driver's license as well as responsible driving history. All Vendor Point of Contacts shall have a five (05) year driving history check completed demonstrating the candidate is free from habitual offenses, criminal charges, suspensions or behaviors which may indicate irresponsible behaviors prior to providing services to the County. Thereafter, an annual Driver's License check shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- h) Shall have a national criminal history background verification completed demonstrating a history of responsible behavior and the candidate is free from previous or open criminal offenses prior to providing service to the County. Thereafter, annual national background verifications shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- i) Shall be able to communicate proficiently (both oral and written) in English. Security work often deals with life/safety issues; therefore, the Vendor Point of Contact shall be fully literate in the English language, (e.g., able to read, write, speak, understand, and be understood). Oral command of English must be sufficient to permit full communication, even in times of stress.

Can your firm provide a Vendor Point Of Contact?

YES _____ **NO** _____

Vendor Point Of Contact For Tier 1 Sectors:

Shall have a bachelor's degree "Criminal Justice or Management related field preferred"

(or equivalent credit hours from an accredited institution) **and** a minimum of two (2) years of experience in the management and operation of security, police, Corrections or U.S. military services (Management is defined as but not limited to the oversight of operations, training, policy development, supervision of personnel to include scheduling, payroll, disciplinary actions and recruiting).

*****Note: Experience may substitute for the educational requirements on a year to year basis as approved by the County Contract Administrator or designee.***

Can your firm provide a Vendor Point Of Contact for Tier 1?

YES _____ **NO** _____

Vendor Point Of Contact For Tier 2 & 3 Sectors:

Shall have a bachelor's degree in Criminal Justice or Management related field preferred" (or equivalent credit hours from an accredited institution) and a minimum of two (2) years of experience in the management and operations of Electronic Screening services is preferred. All Proposer personnel acting in this capacity must complete and hold an active Screener Certification. (Management is defined as but not limited to the oversight of operations, training, policy development, supervision of personnel to include scheduling, payroll, disciplinary actions and recruiting).

*****Note: Experience can substitute for the educational requirements on a year to year basis as approved by the County Contract Administrator or designee.***

Can your firm provide a Vendor Point Of Contact for Tier 2 & 3?

YES _____ **NO** _____

Security/Screening Site And/Or Supervisor

The selected Proposer(s) shall provide a Security/Screening Site and/or Supervisor when required by the County. These positions, when required by the County, shall be the equivalent in qualifications of the highest classification of officer supervised (or higher). All Supervisors employed by the selected vendor to provide services to the County are required to meet certain minimum qualifications or standards regarding background, experience, health, and licensure, as established in this section, unless specifically and individually waived in writing by the County Contract Administrator or designee. All Security/Screening Supervisors shall meet the following requirements:

- a) All Security/Screening Site and/or Supervisors shall be interviewed and approved by the County Contract Administrator and/or designee prior to performing any duties related to a contract issued as a result of this RFP.
- b) Shall have a, a valid Class "D" (and "G" when applicable) license from the Florida Department of State, pursuant to Florida Statute 493 and shall maintain this license at all times while providing service to the County under a Contract issued as a result of this solicitation.
- c) Shall be a citizen of the United States of America, or an alien who has been lawfully admitted for permanent residence as evidenced by Resident/Alien Registration Receipt Card Form I-151, or who presents other evidence from the Immigration and Naturalization Service that employment will not affect his/her immigration status. Acceptable evidence shall consist of a birth certificate or appropriate naturalization papers.

- d) Shall have a High School Diploma, GED or Degree, which shall be from a United States accredited and verifiable institution (official transcripts will be required). All unverifiable diplomas shall be converted to a United States GED and/or Degree by an agency approved by the County Contract Administrator.
- e) Shall be at least twenty-one (21) years of age.
- f) Shall have and maintain a valid State of Florida Driver's license as well as responsible driving history as applicable. All security/screening Site and/or supervisors shall have a five (05) year diving history check completed demonstrating the candidate is free from habitual offenses, criminal charges, suspensions or behaviors which may indicate irresponsible behaviors prior to providing services to the County. Thereafter, an annual Driver's License check shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- g) Shall have a national criminal history background verification completed demonstrating a history of responsible behavior and the candidate is free from previous or open criminal offenses prior to providing service to the County. Thereafter, annual national background verifications shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- h) Shall be able to communicate proficiently (both oral and written) in English. Security work often deals with life/safety issues; therefore, the Vendor Security and Screening Supervisors shall be fully literate in the English language, (e.g., able to read, write, speak, understand, and be understood). Oral command of English must be sufficient to permit full communication, even in times of stress.

Shall successfully complete a medical examination, to be conducted at the selected Proposer's expense prior to duty assignment or when required for reasonable cause determined by the County Contract Administrator or Designee. The results of the medical examination shall demonstrate the personnel's ability to perform the required services. The tests shall include, at a minimum; tests for psychological, communicable diseases, vision, color blindness, hearing, speech, and testing for drug and illegal substance use. Thereafter, an annual medical examination shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection.

Can your firm provide a Security/Screening Site And/Or Supervisor?

YES _____ NO _____

Security Site And/or Supervisor For All Tiers

The Security Site and/or Supervisor shall be an operational position. The minimum requirements are as follows:

- i) One (1) year of security supervisory or management experience or

- ii) A minimum of six (6) months experience working on the County's Security/Screening Services contract or

Six (6) months of security supervisory or management experience with a Bachelor's degree in Management, Criminal Justice or related field (or equivalent credit hours from an accredited institution).

Can your firm provide a Security Site And/Or Supervisor For All Tiers?

YES _____ NO _____

Screening Site And/Or Supervisor All Tiers

The selected Proposer(s) shall provide a Site and/or Supervisor knowledgeable and certified in all aspects of Weapon Screening, including the use of Electronic Screening equipment such as X-ray machines, walk-thru Magnetometers, and handheld screening devices; and the application of physical and visual searching techniques. The minimum requirements are as follows:

- i) One (1) year of screening supervisory experience or
- ii) A minimum of six (6) months experience working on the County's Security/Screening Services contract as a screener or
- iii) Six (6) months of Screening supervisory or management experience with a Bachelor's degree in Management, Criminal Justice or related field (or equivalent credit hours from an accredited institution).

Can your firm provide a Screening Site And/Or Supervisor For All Tiers?

YES _____ NO _____

Security/Screening Site And/Or Supervisor For Tier 3 Sector 3A:

In addition to the aforementioned requirements all Security/Screening Site and/or Supervisors that are assigned to perform duties for Tier 3 Sectors shall be subjected to and must pass an extensive background investigation which is mandated by the Transportation Security Administration (TSA). This investigation shall include a ten (10) year employment history check, a criminal background check and a fingerprint check conducted through the Federal Bureau of Investigations (FBI).

Can your firm provide a Security/Screening Site And/Or Supervisor For Tier 3 Sector 3A?

YES _____ NO _____

Security Officers

All levels of Security/Screening Officers employed by the selected Proposer(s) to provide services to the County shall meet certain minimum qualifications or standards regarding background, experience, health, and licensure, as established in this section, unless specifically and individually waived in writing by the County Contract Administrator or designee. All levels of Security/Screening Officers shall meet the following requirements:

- a) All Security/Screening Officers shall be approved by the County Contract Administrator and/or designee prior to performing any duties related to a contract issued as a result of this RFP. The County Contract Administrator or designee reserves the right to interview and shall approve any personnel during the contract term and any extensions or renewals thereof.

- b) Shall have a, a valid Class "D" (and "G" when applicable) license from the Florida Department of State, pursuant to Florida Statute 493 and shall maintain this license at all times while providing service to the County under a Contract issued as a result of this solicitation.
- c) Shall be a citizen of the United States of America, or an alien who has been lawfully admitted for permanent residence as evidenced by Resident/Alien Registration Receipt Card Form I-151, or who presents other evidence from the Immigration and Naturalization Service that employment will not affect his/her immigration status. Acceptable evidence shall consist of a birth certificate or appropriate naturalization papers.
- d) Shall have a High School Diploma, GED or Degree, which shall be from a United States accredited and verifiable institution (official transcripts will be required). All unverifiable diplomas shall be converted to a United States GED and/or Degree by an agency approved by the County Contract Administrator.
- e) Shall be at least twenty-one (21) years of age.
- f) Shall have and maintain a valid State of Florida Driver's license as well as responsible driving history as applicable. All Security/Screening Officers shall have a five (05) year driving history check completed demonstrating the candidate is free from habitual offenses, criminal charges, suspensions or behaviors which may indicate irresponsible behaviors prior to providing services to the County. Thereafter, an annual Driver's License check shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- g) Shall have a national criminal history background verification completed demonstrating a history of responsible behavior and the candidate is free from previous or open criminal offenses prior to providing service to the County. Thereafter, annual national background verifications shall be conducted and submitted to the County Contract Administrator or designee upon a date of their selection. The County Contract Administrator or designee maintains the sole discretion to determine the demonstration of responsible behavior and may waive these requirements if determined to be in the best interest of the County.
- h) Shall be able to communicate proficiently (both oral and written) in English. Security work often deals with life/safety issues; therefore, the Vendor Security and Screening Officers shall be fully literate in the English language, (e.g., able to read, write, speak, understand, and be understood). Oral command of English must be sufficient to permit full communication, even in times of stress.
- i) Shall successfully complete a medical examination, to be conducted at the selected Proposer's expense prior to duty assignment or when required for reasonable cause determined by the County Contract Administrator or Designee. The results of the medical examination shall demonstrate the personnel's ability to perform the required services. The tests shall include, at a minimum; tests for psychological, communicable diseases, vision, color blindness, hearing, speech, and testing for drug and illegal substance use. Thereafter, an annual medical examination shall be

conducted and submitted to the County Contract Administrator or designee upon a date of their selection.

Can your firm satisfy the security officer section?

YES _____ NO _____

Security Officers All Tiers:

*****Note: All levels of officers shall meet all the qualifications specified above and the specific qualifications for each level as specified below.***

Security Officer Level I all Tiers:

This is the minimum classification of Security Officer and is an unarmed position.

- a) Must be a licensed Security Officer in the State of Florida.

Can your firm satisfy the security officer level I section?

YES _____ NO _____

Security Officer Level II all Tiers:

This is the intermediate classification of Security Officer and may be an armed or unarmed position.

- a) Prior military experience with an honorable discharge (or a general discharge under honorable conditions) or
- b) Prior Certified Correctional officer experience or
- c) Prior Certified Police Officer experience or
- d) Police or Correctional academy graduate or
- e) Associates degree in Criminal Justice or related field of course study (or equivalent credit hours from an accredited institution), in addition to being a licensed Security Officer in the state of Florida.

Can your firm satisfy the security officer level II section?

YES _____ NO _____

Security Officer Level III all Tiers:

This is the highest classification of Security Officer and may be an armed or unarmed position.

- a) A minimum of three (3) years of experience as a Certified Police Officer or
- b) A minimum of three (3) years of experience as an active duty Military Police Officer or
- c) A minimum of three (3) years of experience a Certified Correctional Officer or

- d) A minimum of six (6) years of active duty experience as a career military or
- e) A Bachelor's degree in Criminal Justice or a related field of course study (or equivalent credit hours from an accredited institution), in addition to three (3) years of experience as a licensed Security Officer in the state of Florida.

*****Note: All college degrees in a related field of course study shall be approved by the County Contract Administrator or designee. All Veterans with Combat experience may be considered as a Level-III officer on a case by case basis by the County Contract Administrator or designee.***

Can your firm satisfy the security officer level III section?
YES _____ NO _____

Screening Officer Tiers 2 & 3:

Screening Officers shall provide screening functions for Tier 2 and Tier 3 Sectors only and may be in an armed or unarmed position

- a) An unarmed Screening Officer shall meet the minimum requirements of a Level I Security Officer and shall have completed the required training as specified in Section 2.22 (7) (b).
- b) An Armed Screening Officer shall meet the minimum requirements of a Level II Security Officer and shall have completed the required training as specified in Section 2.22 (7) (b).

Can your firm provide screening officers for Tier 2 & 3?
YES _____ NO _____

Security/Screening Officers Tier 3 Sector 3A

Security/Screening Officers for Tier 3 Sectors in addition to those qualifications above shall meet the following:

- a) Any with more than five (5) years of airport work experience may be considered as a qualifying factor on a case by case basis as determined by the County Contract administrator or designee.
- b) Shall submit to and successfully complete all vetting and training requirements to obtain an airport identification badge, including criminal history records check (CHRC), security threat assessment (STA), security identification display areas (SIDA) training, behavior pattern recognition (BPR) training and customer service training. The proposer shall be responsible for the immediate reporting of all lost or stolen identification badges and the immediate return of the identification badges of all personnel transferred from the Airport assignment or terminated from the employ of the proposer or upon termination of any contract issued as a result of this solicitation. The proposer shall pay, or cause to be paid, to the department such nondiscriminatory charges as may be established from time to time for lost or stolen identification badges and those not returned to MDAD, as well as all associated fee(s) for fingerprinting and identification issuance.

- c) The selected Proposer(s) shall be responsible for requesting the Miami-Dade Aviation Department (MDAD) to issue identification badges to all Proposer(s) personnel providing services to the Airport facilities. All personnel shall be supplied with MDAD Security Identification Display Area (SIDA) identification badges and Customs and Border Protection (CBP) Seals as may be required. The personnel providing services must submit to and successfully complete all vetting and training requirements in order to obtain an airport identification badge, including Criminal History Records Check (CHRC), Security Threat Assessment (STA), Security Identification Display Area (SIDA) training, Behavior Pattern Recognition (BPR) training and Customer Service training and comply with all other TSA, Homeland Security, Customs and Border Protection (CBP) and Miami-Dade Aviation Department (MDAD) requirements as specified by MDAD at the time of the application for the identification badge prior to an identification badge is issued.

*****Note: All required experience shall be from within the United States or its territories. All experience shall be fully and readily verifiable. Applicants with military service shall supply a copy of the DD-214L form and have received an Honorable or a General discharge under honorable conditions from duty in order to be accepted.***

Can your firm satisfy the security/screening officers for Tier 3 Sector 3A?

YES _____ NO _____

Special Equipment:

The selected Proposer(s) may be required to provide licensed and insured motor vehicles, off-street motorized carts, Segway's and bicycles at an additional cost. Such posts or duty assignments shall be requested as needed and, where appropriate, the selected Proposer(s) shall receive additional compensation. The selected Proposer(s) shall comply with insurance requirements as specified in Section 5, Article 10 and the insurance shall be sufficient to cover all operations and use of such equipment.

The selected Proposer(s) may also be required by the County Contract Administrator or designee to provide Security/Screening Officers equipped with specialized equipment including, but not limited to, Firearms, Guard Tour systems, Body Cameras and other specialized technologies. Such posts or duty assignments shall be requested as needed and, where appropriate, the selected Proposer(s) shall receive additional compensation.

Can your firm provide the special equipment?

YES _____ NO _____

Polygraph Examination:

The County reserves the right to require any of the selected Proposer(s) personnel to submit to a polygraph examination as deemed necessary by the County Contract Administrator or designee. The selected Proposer(s) shall pay all costs associated with the examination. If the selected Proposer(s) employee refuses to submit to the examination or fails the examination, the employee shall not provide service to the County under any Contract issued as a result of this solicitation and all renewals thereof. All selected Proposer(s) employees involved in an investigation shall complete a polygraph examination, upon request, as soon as possible but no later than five (5) working days from the date of request. The Polygraph Examiner shall be approved by the County Contract Administrator or designee.

Will your firm be able to satisfy the Polygraph section if needed?

YES _____ NO _____

Training Requirements:

The selected Proposer(s) shall pay its personnel a minimum of the current living wage, as established by living wage ordinance, during all trainings mandated by a contract issued as a result of this solicitation and all renewals thereof. The selected Proposer(s) shall provide all required training at no direct cost to the County.

1) Employee Orientation Training

Miami Dade County ISD Security Management shall administer a mandatory Employee Orientation Program for selected Proposer(s) personnel assigned to a Contract issued as a result of this solicitation. Said Employee Orientation Training length and content will be solely determined by the County Contract Administrator or designee.

2) Site Orientation Training for Security/Screening Officers

The selected Proposer(s) shall provide a mandatory site orientation training to all security/screening officers as specified in site specific post orders. Said training shall be conducted by a selected Proposer's identified trainer(s) or Security/Screening Supervisor(s). Trainees shall not be in an "active duty" status and may not be placed on duty at that site until said training has been completed. This training shall be conducted at each individual site to which the Security/Screening Officer is assigned. The measure of success for the training will be the effectiveness with which the trained employee is able to perform post duties. The County Contract Administrator or designee shall be the sole assessor of the effectiveness of the training. The Site Orientation Training shall consist of the following but is not limited to:

- a) General and specific orders for the facility
- b) Policy and specific procedures for responding to emergency alarms, bomb threats, or incendiary devices in the facility
- c) Procedures for access control
- d) Operation of the security system within the facility
- e) Procedures for operation of fire alarms, fire control system, and fire-fighting equipment

3) Job Enrichment Training

The County Contract Administrator or designee reserves the right to mandate job enrichment training for some or all employees of the selected Proposer(s). The training curriculum and length shall be determined by the County Contractor or designee at a later date.

4) Advancement Training

Proposer(s) personnel may become eligible for the next level of security officer by successfully completing a comprehensive security officer course of study. The course curriculum and length shall be determined by the County Contract Administrator or designee at a later date. Subsequent to the successful completion of the required courses, said security personnel shall appear before an oral evaluation board as prescribed by and at the sole discretion of the County Contract Administrator or designee. All related cost for the training shall be the responsibility of the selected Proposer(s) and shall not be passed on to the employee. The County will not reimburse selected Proposer(s) for advancement training.

5) Evaluation of Training

The County Contract Administrator or designee shall evaluate the quality and completeness of training provided by the selected Proposer(s) to all personnel. Evaluations will include, but not be limited to, reviews of techniques and methods of instruction, quality of instructors, motivation, adequacy of classroom and supportive adjunct training materials, test content, and individual Security/Screening Officers' retentiveness. The County Contract Administrator or designee reserves the right to create, revise or mandate all training provided to personnel assigned to the County. Any changes to the training provided by the selected Proposer(s) shall be reviewed and approved by the County Contract Administrator or designee. All formal training shall be administered (e.g., taught, presented) by persons who have been expressly approved on an individual basis by the County Contract Administrator or designee. All classroom instructors shall be appropriately certified and licensed by an accredited licensed institution of learning or governmental educational certification body, or by documentation that the individual has

sufficient experience with the subject matter to instruct students in an authoritative, practical, and current manner. Resumes for potential instructors shall be submitted to the County Contract Administrator or designee prior to the start of training for approval.

*****Note: The selected Proposer(s) shall provide a copy of the proposed course(s) of instruction with all materials for review and approval to the County Contract Administrator or designee prior to the Contract start date. The County Contract Administrator or designee may visit any of the selected Proposer(s) training classes without notice to monitor and evaluate the training.***

6) Firearms Training

The selected Proposer(s) shall employ a state-licensed firearms training instructor to develop and maintain an ongoing firearms program to meet or exceed the required State of Florida licensing statutes and standards. Contracted instructors will not meet this requirement; this instructor shall be directly employed by the selected Proposer(s) and shall be approved by the County Contract Administrator or designee prior to performing any contractual duties as result of this solicitation. The County Contract Administrator or designee may visit training classes without notice, to monitor and evaluate this course.

7) Training for Screening Operations (Tier 2 and 3 Sectors only)

a) Course of Instruction

The selected Proposer(s) shall provide forty (40) hours of classroom course instruction to include a final exam to all personnel assigned to screening duties. A copy of the proposed course of instruction and all testing materials that follows either the TSA or U.S. Marshals courses shall be provided for review and approval prior to the contract start date for review and approval. The County Contract Administrator or designee may visit training classes without notice, to monitor and evaluate this course.

b) Hands-on Equipment Training

Upon the successful completion of the initial course of instruction all personnel employed to provide screening services to the County shall receive a minimum of forty (40) hours of hands-on equipment training, prior to working on an "active duty" status within the County, in working at weapons-screening location, with an X-ray machine, Magnetometer, Hand wand or any other screening technology. The County Contract Administrator or designee may visit training classes without notice, to monitor and evaluate this course.

c) Refresher Training

All personnel employed by the selected Proposer(s) to provide screening services to the County shall receive quarterly refresher training. This training shall be a minimum of ten (10) hours of classroom training and ten (10) hours of hands-on training (eighty (80) hours total annual refresher training). The selected Proposer(s) shall submit their proposed refresher training curriculum to the County Contract Administrator or designee for review, recommendations and approval prior to initiating the training. The County Contract Administrator or designee may visit training classes without notice, to monitor and evaluate this course.

Contractor-Furnished Items:

The selected Proposer(s) shall provide all working materials necessary for proper performance including, but not limited to, items such as bound log books, with preprinted consecutive numbered and lined pages, notebooks, pens, and pencils. The selected Proposer, at no charge to the County, shall supply these materials, unless otherwise specified by the County Contract Administrator or designee. All post orders, logbooks, incident reports and records are the sole property of Miami-Dade County. These records are subject to inspection by the County Contract Administrator or designee at any time. Upon termination of any contract issued as a result of this solicitation and all renewals thereof, the selected Proposer(s) shall surrender all records or documents (e.g. log books, incident reports, etc) to the County Contract Administrator or designee within thirty (30) days of the contracts termination date.

1) Handheld Radios

Two-way handheld radios, licensed for use by the FCC, shall be provided by the selected Proposer(s) to all on-duty personnel or as directed by the County Contract Administrator or designee. In addition, two (2) radio's shall be issued by the selected Proposer(s), one (1) to the Security Operations Center (SOC) and one (1) for the County Contract Administrator or designee, additional radios may be requested, at no additional charge, at the discretion of the County Contract Administrator or designee.

Can your firm provide handheld radios?

YES _____ NO _____

2) Central Dispatch Center

The Central Dispatch Center shall have a back-up electrical generator power capacity to ensure essential operational functions as to sustain communications with the selected Proposer(s) personnel and the County. The Dispatch Center shall be staffed by experienced selected Proposer(s) personnel twenty-four (24) hours a day, seven (7) days a week. The selected Proposer's personnel assigned to the Central Dispatch Center shall have the ability and authority to take immediate action on behalf of the selected Proposer(s), as required. This station shall have a complete roster of all selected Proposer(s) personnel assigned to County posts, contact information, assignment locations and assignment hours. The Dispatch Center shall maintain a logbook or electronic technologies which maintain records of all activities (e.g. requests for service, incidents, radio status checks, failure to report for duty, etc.). The Dispatch Center shall conduct routine radio status checks of the selected Proposer(s) personnel and make notations of any failure or the selected Proposer(s) personnel to respond or report for assigned duties. The frequency of radio status checks shall be mandated solely by the County Contract Administrator or designee. The Dispatch Center shall also be able to make contact with selected Proposer's management twenty-four (24) hours a day, seven (7) days a week. Failure to comply with any of these requirements constitutes a material breach of a contract, issued as a result of this solicitation, and may result in Liquidated Damages and/or a Non-Performance being assessed. The selected Proposer(s) dispatch center is subject to unannounced inspections by the County Contract Administrator or designee at any time throughout the length and any extensions of a contract issued as a result of this solicitation.

Can your firm provide a central dispatch center?

YES _____ NO _____

Uniforms And Equipment:

The selected Proposer(s) shall ensure that, at all times while in uniform, all personnel shall be fully equipped and wear complete County-approved uniforms including uniform jackets with required patches that are sewn on and name tags. All selected Proposer(s) personnel shall wear uniforms whose color and style have been approved in advance by the County Contract Administrator or designee. All personnel providing service to the County may be required to wear the same color and style of uniform, distinguished only by selected Proposer's identification patches (see below). Uniforms do not have to be new, but shall be in good condition, and meet contractual standards. Said uniforms shall consist of the following items:

1) Standard Uniform for all levels of Security Officers and Security Supervisor shall include:

- a) Trousers, all-season weight
- b) Shirt/blouse, short or long sleeve
- c) Belt – solid black
- d) Duty Belt (high gloss style)
- e) Socks – solid black in color

- f) Shoes – solid black Patent Leather or Corofram, no high heels, no platform shoes and no sneakers or tennis shoes (without medical waiver).
- g) Shoulder patches to indicate the name of the selected Proposer(s) shall be sewn on and worn on both shoulders of the uniform jacket and shirt. No other identification of the selected Proposer(s) shall be worn or displayed on the uniform except hat.
- h) Nametags to be worn over the right shirt pocket
- i) Foul weather/cold weather clothing, including raincoats, boots, and/or security jackets, shall be required for those employees assigned to perform duties while exposed to cold and/or inclement weather conditions. All foul weather clothing shall be identical in style and color for each Security Officer, and marked with selected Proposer's identification, logo or name, or an insignia. Jackets worn during cold weather shall be issued by the selected Proposer(s) along with company patch sewn to the jacket.
- j) All personnel shall wear clean, pressed uniforms at all times while on duty at a County Post.

2) Standard Uniform for Screening Officers and Screening Supervisors shall include:

- a) Trousers-solid grey
- b) Collared shirt- solid white
- c) Necktie
- d) Belt-solid black
- e) Blazer-solid blue for Screening Officer
- f) Blazer-solid burgundy for screening supervisor
- g) Socks-solid black
- h) Shoes-solid black Patent Leather or Corofram, no high heels, no platform shoes, no sneakers or tennis shoes
- i) Shoulder patches to indicate the name of the selected Proposer shall be sewn on the blazer in accordance with Florida Statutes
- j) Nametags to be worn over the right shirt pocket
- k) Foul weather/cold weather clothing, including raincoats, boots, and/or security jackets, shall be required for those employees assigned to perform duties while exposed to cold and/or inclement weather conditions. All foul weather clothing shall be identical in style and color for each Screening Officer, and marked with selected Proposer's identification, logo or name, or an insignia. Jackets worn during cold weather shall be issued by the company along with selected Proposer's patch sewn to the jacket.
- l) All personnel shall wear clean, pressed uniform at all times while on duty at a County Post.

3) Specialized Uniforms may be worn at certain sites/posts with prior approval of the County Contract Administrator or designee, and may include the following:

- a) Polo style shirt with long pants
- b) Polo style shirts with shorts, solid black sneakers or boots (High Tech type, Bike Patrol uniform) baseball cap with company logo on the front
- c) Overall, Coveralls (Jumpsuits)
- d) Company photo I.D. badge to be worn on uniform shirt in plain view at all time while on duty
- e) Jackets worn during cold weather are to be issued by company along with company patch.
- f) Long sleeve shirts with neckties
- g) Blazers or Suit Jackets with company logo (Court Security Officer)

4) Personnel Equipment for all proposer(s) personnel

Except as specifically noted, or provided for in this solicitation, all selected Proposer(s) personnel shall be equipped at all times while on duty with the following items:

- a) Handcuffs and Key
- b) Flashlight; heavy-duty (2 or more D-cells)
- c) Two-way radio, licensed for use by the Federal Communications Commission (FCC) and meeting all requirements as specified in Section 2.5 (19) of the solicitation.
- d) In addition to the above, armed personnel shall be equipped with a semiautomatic pistol of a reputable manufacturer (e.g., Smith & Wesson, Colt, Glock, Ruger, Sig Sauer, Beretta, H&K, or Taurus), and ammunition that meets Florida State Statutes. All semiautomatic pistols shall be of the same manufacturer and caliber. All personnel shall be issued an ammunition pouch and a minimum three (3) fully loaded magazines with the number of rounds in accordance to the weapon's ammunition capacity. All armed personnel shall utilize a weapon triple retention holster compatible with the firearm, uniform and other equipment. The holster shall be worn on the duty belt. All armed personnel shall be provided training for triple retention holsters.
- e) Mace foam style and officer shall be certified as per Florida State Statutes
- f) Expandable Baton (e.g.-ASP) and officer shall be certified as per Florida State Statutes. Add to training section

*****NOTE: All selected Proposer(s) personnel shall not carry any unauthorized equipment such as chemical agents, concealed weapons, personal radios, or other items not approved by the County Contract Administrator or designee or which is not included in a contract issued as a result of this solicitation.***

Minimum number of Uniforms and Equipment for Security Officers

In order to ensure that all on-duty selected Proposer(s) personnel are fully equipped and meet contractual standards for neatness and appearance, the selected Proposer(s) shall issue to each employee, and maintain throughout the term of a Contract, issued as a result of this solicitation and all extensions or renewals thereof, uniforms and equipment in the following minimum numbers as specified below:

- a) Trousers, three (3)

- b) Shirts/blouses, five (5)
- c) One (1) set of all other uniform components as specified
- d) Cold weather jacket (1)
- e) Raincoat (1)
- f) Duty Belt (1)
- g) Handcuffs and Key (1)
- h) Firearm, if applicable (1)
- i) Ammunition Pouch (1)
- j) Weapons Magazines, as applicable (3)
- k) Ammunition, as applicable
- l) Mace (1)
- m) Expandable baton (1)

Minimum number of Uniforms and Equipment for Screening Officers

In order to ensure that all on-duty Screening Officers are fully equipped and meet contractual standards for neatness and appearance, the selected Proposer(s) shall issue to each employee, and maintain throughout the term of a Contract, issued as a result of this solicitation, uniforms and equipment in the following numbers:

- a) Trousers, three (3)
- b) Shirts/blouses, five (5)
- c) Two (2) sets of all other uniform components as specified (e.g. Blazers and Ties)
- d) Handcuff and Key (1)
- e) Firearm, as applicable (1)
- f) Ammunition pouch, as applicable (1)
- g) Weapon Magazines, as applicable (3)
- h) Ammunition, as applicable
- i) Radiation Detection Badge (1)

Radiation Detection Badges

The selected Proposer(s) shall remain in full compliance throughout the term of a Contract, issued as a result of this solicitation and all extensions or renewals thereof, with all Occupational Safety and Health Agency (OSHA) and Department of Homeland Security (DHS) requirements regarding radiation detection badges.

Maintenance Of Uniforms And Equipment

The selected Proposer(s) shall assure that all personnel maintain a clean neat, well-kept appearance in accordance with the Contractual standards (e.g. pressed uniform, polished shoes, etc.). The selected Proposer(s) shall maintain and replace uniforms, as necessary. Likewise, all equipment used by the selected Proposer(s), provided by either party, shall be kept clean, well-maintained, and in safe operating condition at all times, free from defects or wear

which may constitute a hazard to any person on County property. The selected Proposer shall conduct periodic inspections of all equipment to include firearms as per the direction of the County Contract Administrator or designee. All selected Proposer(s) ammunition shall be exchanged for new ammunition at a minimum of an annual basis or as directed by the County Contract Administrator or designee.

Uniforms Costs

The selected Proposer(s) shall be responsible for the quantity and quality of uniforms and other required personal equipment used by its personnel in providing services to the County. The selected Proposer(s) shall provide, at no cost to its personnel, all uniforms and equipment to ensure that contractual standards are met.

Can your firm satisfy the uniform section?

YES _____ NO _____

Performance Bon Requirements:

The selected Proposer shall provide a Performance Bond in the amount of 10% of the total agreed upon weekly price multiplied by fifty-two (52) weeks for a yearly total for each Sector that is awarded to the selected Proposer. The Performance Bond shall be delivered to the County within fourteen (14) business days after formal notice is issued by the County. The Performance Bond shall be prepared on the applicable bond form(s) provided herein as Attachment C. It may be in the form of a Surety Bond written through a local surety bond agency, rated as to Management and Strength as specified in Section 5.0, Article 42. No other form shall be accepted. If the selected Proposer fails to deliver the Performance Bond within this specified time, including granted extensions, the County shall declare the selected Proposer in default of the contractual terms and conditions, and the selected Proposer shall surrender its offer guaranty/Proposal bond (as specified in Section 3.2 (A) (10) of the solicitation document), and the County shall not accept any Proposal from that Proposer for a twelve (12) month period following such default. In lieu of a bond, an **irrevocable letter of credit or a cash bond** in the form of a certified cashier's check made out to the Board of County Commissioners will be acceptable.

*****Note: The selected Proposer(s) shall comply with the performance bond requirements every year during the term of a Contract including any extensions/renewals thereof. The County will issue a notice to the selected Proposer every year and the selected Proposer(s) shall deliver the performance bond to the County within fourteen (14) business days of the notice issuance date.***

Can your firm satisfy the performance bond requirements?

YES _____ NO _____

_____ I "AM" interested in this solicitation.

_____ I am "NOT" interested in this solicitation.

Name of Firm: _____ **SBE Exp. Date:** _____

Owner's Name: _____ **Signature:** _____

Please respond by **12:00 PM, Monday, March 30, 2015.**

Any questions, feel free to contact me at the number below.

(Respond to the "**Verification**" whether you are interested or not (choosing "**Yes**" or "**No**"), as this helps SBD in the determination of measures).

Security Guard Services And/Or Screening Services

Estimated Cost - \$60,900,000.00

RQID1600066/AVCW1500110 - Verification of Availability

March 25, 2015

Please complete the following “**Reference Requirements**”:

Project Title:
Client Name
Contact No.:
Scope Description:

Project Title:
Client Name
Contact No.:
Scope Description:

Project Title:
Client Name
Contact No.:
Scope Description:
