

MARYLAND STADIUM AUTHORITY



REQUEST FOR QUALIFICATIONS (RFQ)

CONSULTING SERVICES

for

COMPREHENSIVE THREAT AND VULNERABILITY

RISK ASSESSMENT (CTVRA)

CAMDEN YARDS SPORTS COMPLEX

MSA Project No. 22-015

ISSUE DATE: September 16, 2021

MARYLAND STADIUM AUTHORITY
KEY INFORMATION SUMMARY SHEET

Request for Qualifications	Consulting Services for Comprehensive Threat and Vulnerability Risk Assessment (CTVRA)
Solicitation Number:	MSA Project No. 22-015
RFQ Issue Date:	September 16, 2021
RFQ Issuing Office:	Maryland Stadium Authority
Procurement Officer:	Sandra Fox Maryland Stadium Authority 333 West Camden Street, Suite 500 Baltimore, Maryland 21201
e-mail:	sfox@mdstad.com
Office Phone:	410-223-4130
Request for Qualifications are to be sent electronically to:	https://www.negometrix.com/us/general-terms-conditions-privacy/ (See Section 6.0 -Instructions for submitting Prequalifications Application)
Request for Qualifications Due Date and Time	October 15, 2021 by 2:00 p.m.
Primary Place of Performance:	Camden Yards Sports Complex

**PREQUALIFICATION FOR
CONSULTING SERVICES
FOR
COMPREHENSIVE THREAT AND VULNERABILITY
RISK ASSESSMENT (CTVRA)
CAMDEN YARDS SPORTS COMPLEX
MSA PROJECT NO. 22-015**

1.0 PURPOSE

1.1 The intent of this prequalification process is for the Maryland Stadium Authority (MSA) to identify well qualified consultants with demonstrated successful experience conducting Comprehensive Threat and Vulnerability Risk Assessments (CTVRA) for the Commercial Facilities Sector, Public Assembly Subsector, Stadiums and Arenas segment.

1.2 It is MSA's intent that this prequalification process permits a competitive sealed proposal process for MSA intends to issue a Request for Proposals (RFP) to prequalified applicants to provide a Comprehensive Threat and Vulnerability Risk Assessment (CTVRA) for the Camden Yards Sports Complex (CYSC). CYSC includes M&T Bank Stadium and Oriole Park at Camden Yards.

2.0 PROJECT DESCRIPTION

2.1 The Comprehensive Threat and Vulnerability Risk Assessment process will include:

- A. Taking a prevention-oriented, multidisciplinary approach that assesses engineering and architectural elements of facilities, building and security operations, technologies, and policies and procedures
- B. Identifying all hazards, threats and vulnerabilities related to public assemblies, mass gatherings and professional sporting venues at the Camden Yards Sports Complex;
- C. Evaluating the effectiveness of existing mitigation strategies, protective measures, technologies and security practices;
- D. Recommending changes and providing risk-based strategic direction for future security initiatives aligning with industry standards, security best practices, and peer facilities; and

E. Building a risk-based project roadmap to mature and strengthen the overall security program at the Camden Yards Sports Complex.

F. All services shall conform to all applicable Federal, State, and local laws and regulations.

G. The successful vendor shall be required to provide and maintain appropriate insurance with limits satisfactory to MSA, during the term of the engagement.

3.0 MINIMUM QUALIFICATIONS

3.1 The consultant firm must be qualified and experienced in conducting all hazards risk and vulnerability assessments involving professional sports and entertainment venues.

3.2 The consultant firm must demonstrate within the immediate preceding five (5) years, experience conducting a minimum of three (3) compressive threat and vulnerability assessments of sports and entertainment venues that host professional sporting games and special events.

4.0 PREQUALIFICATION PROCESS

4.1 Firms agree that once prequalified, all criteria and requirements contained herein shall be maintained by the Firm throughout the life of the prequalification of the Project, to include the personnel identified in the prequalification application, unless they are no longer employed by the Firm or MSA has approved a substitution.

4.2 All materials submitted by Firms shall become the property of MSA and will not be returned. By submitting an application, the Firm agrees that MSA may research and/or verify information provided and contact any applicable entities associated with such information.

4.3 MSA reserves the right to conduct an independent investigation of any information identified in a Prequalification submittal by contacting project references, accessing public information, contacting independent parties, and any other means.

4.4 Firms shall submit qualification information in accordance with the requirements identified herein. MSA may, in its discretion, contact a Firm during the evaluation process for clarification of any entries in the Application for Prequalification submitted by the Firm and may request additional information. Such additional information must be submitted to MSA no later than five (5) business days after the request. The decision to pre-qualify a Firm shall not, however, constitute a determination that the Firm is responsible, and such Firm may be subsequently rejected as non-responsible on the basis of subsequently discovered information.

4.5 The objective of the prequalification evaluation is to identify Firms, in the opinion of MSA, which are sufficiently qualified to perform the work required for this Project. Firms are cautioned that this is a subjective process and that they retain sole responsibility for adequately demonstrating their abilities and qualifications.

4.6 Only those Firms with qualifications and experience deemed satisfactory to MSA shall be invited to submit bids or proposals.

4.7 Firms will be notified of the qualification determination as soon as reasonably practicable after the decision is made.

4.8 MSA reserves the right to accept or reject any application 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.

5.0 CONTENTS OF THE PREQUALIFICATION APPLICATION

5.1 This Section describes specific information that must be included in the Prequalification Submission.

5.2 Firms shall provide each of the following items below in the order presented. Failure to include any of the requested information may be cause for the Prequalification Application to be considered non-responsive and rejected.

5.3 Transmittal Letter

A._____The Transmittal Letter shall be on the Firm's letterhead and identify the full legal name and address of the Firm. The Firm is defined as the legal entity who will execute the Contract with MSA for the Project. The Letter of Submittal shall be signed by an authorized representative of the Firm's organization.

B. Identify the name, title, address, phone and e-mail address of an individual who will serve as the point of contact for the Firm;

C. Provide a brief history of your Firm to include how many years it has been in business of providing the applicable service under its present name and identify other business names used and how long they were in effect; and

D. Include a detailed statement of the Firm's experience on projects of similar size and scope in progress or completed within the past five (5) years that are similar in size and scope to the requirements herein including previous experience at professional sports stadia and entertainment venues.

5.4 Summary of Qualifications

5.4.1 Firms shall submit a summary of qualifications, background and experience for relevant work conducting comprehensive vulnerability and threat risk assessments at professional sports and entertainment venues.

5.4.2 Summaries shall include:

- A. Resumes and statement of qualifications for all key personnel who will perform work on this project;
- B. Description of the methodology and approach the Firm will use to conduct the comprehensive vulnerability and threat risk assessment.
- C. A sample template or outline for their comprehensive vulnerability and threat risk assessment report.

5.5 Firms shall submit a reference List of representative clients. List shall include:

- A. List of projects of similar size and scope, in progress or completed within the past five (5) years that involve conducting comprehensive vulnerability and threat risk assessments at professional sports stadia and entertainment venues.
- B. Each listed project shall include the client's name, title, email address, and telephone number along with a description of the Firm's work.

5.6. The Firm's overall submission should clearly demonstrate a deep understanding of the current risk environment and substantial experience conducting all hazards, threats and vulnerabilities assessments related to public assemblies, mass gatherings and professional sporting and entertainment venues.

6.0 INSTRUCTIONS FOR SUBMITTING PREQUALIFICATION APPLICATION

6.1 Preparation and Submission of Applications.

A. All Prequalification Applications must be signed and uploaded electronically into Mercell Source-to-Contract (f/k/a Negometrix) eProcurement System (MSA's third Party e-Procurement System) in order to be considered for selection. Offerors must register to use the website at <https://app.negometrix.com/registration>. Registration is free. The Help Desk number is 724-888-5294. Registered Offerors can go to Mercell Source-to-Contract (f/k/a Negometrix) eProcurement System (<https://www.negometrix.com/us/general-terms-conditions-privacy/>) to login and upload a response. The submittal shall indicate the RFQ number, time and due date of the RFQ application.

Help Desk: 724-888-5294

EMAILED PREQUALIFICATION APPLICATIONS WILL NOT BE ACCEPTED

B. Prequalification Applications must be received by the Procurement Officer prior to the due date and time stated on the Key Information Summary Sheet, local time on date identified on the cover of this RFQ.

C. Requests for extensions of this time and date will not be granted, unless deemed to be in MSA's best interest. Prequalification Applications or unsolicited amendments to Prequalification Applications received by MSA after the acceptance date and time will not be considered.

6.2 Questions and Inquiries.

Questions and inquiries will be accepted, in writing from any and all applicants. The Procurement Officer is the sole point of contact for this solicitation unless otherwise instructed herein. Unauthorized contact with other MSA staff regarding the Prequalification Application may result in the disqualification of the Firm. Inquiries pertaining to the Prequalification Application must give the RFQ number. Material questions will be answered in writing with an Addendum provided, however, that all questions are received by the time stated on the Key Information Summary Sheet. It is the responsibility of all Firms to ensure that they have received all Addenda and to include signed copies with their application. Addenda can be downloaded from www.mdstad.com, or [eMaryland Marketplace Advantage](#).

6.3 MSA Not Obligated for Costs of Application.

MSA assumes no obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to Prequalification Application. All of such costs shall be borne solely by each Firm and its team members.

6.4 Miscellaneous Requirements

A. All Prequalification Applications shall provide a straight-forward, concise delineation of the Firm's capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.

B. Firms who submit a Prequalification Applications in response to this RFQ may be required to make an oral presentation of their Prequalification Applications. If required, the Procurement Officer will schedule the time and location for this presentation.

C. Contents of the Prequalification Applications submitted by the successful Firm and this RFQ will become part of any risk and vulnerability assessment contract awarded as a result of the Prequalification Application contained herein.

6.5 Debarment.

By submitting an application, the Firm is certifying that they are not currently debarred by the State.

7.0 TERMS AND CONDITIONS

7.1 Additional Qualifications.

MSA reserves the right to impose additional Minimum Qualifications above and beyond those requirements contained herein in the bid or proposal solicitation for the Project.

7.2 License To the Extent required by the State of Maryland.

The Firm must be duly licensed to perform the services required pursuant to this solicitation in order to receive contract award.

7.3 Authority to Transact Business in Maryland.

In order to receive contract award, Firm organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the State of Maryland. Any business entity described herein that enters into a Contract with MSA shall not allow its existence to lapse or its registration to transact business in the State, to be revoked or cancelled at any time during the term of the Contract. MSA may void any Contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.

7.4 Compliance with the Law in Maryland. Failure to comply with the law with regard to those legal requirements in Maryland regarding your ability to lawfully offer and perform any services proposed or related to the Project may render your Prequalification Application, in the sole and reasonable discretion of MSA, non-responsive and/or non-responsible.

7.5 Governing Law/Forum.

The solicitation resulting contract and all services rendered shall be governed and construed in all respects by the laws of the State of Maryland.