

**SANTA FE MUNICIPAL AIRPORT
REQUEST FOR QUALIFICATIONS
AIRPORT SECURITY SERVICES
'15/05/QB**

The Santa Fe Municipal Airport is requesting interested Security Contractors to submit Qualifications for security services for the City of Santa Fe Municipal Airport.

Qualifications submittals from security contractors will be received by the City of Santa Fe and three (3) copies will be delivered in a sealed envelope to the City of Santa Fe Purchasing Office at 2651 Siringo Rd., Building H, Santa Fe, NM 87505, until 2:00 PM local prevailing time, September 2, 2014. Any Statements of Qualifications received after this deadline will not be considered.

The City will select contractors qualified to bid on the services described below. Criteria for qualification will be based on the items 1 through 4 requested below. Failure to submit any one of the items below may result in disqualification. The items listed below are assigned a weighted value. Contractors who meet 90% of the total possible 100 points will be qualified to bid. No state or local preference will be applied to the bid.

Security Services shall be to provide armed uniformed security guard services at the Santa Fe Municipal Airport.

STATEMENT OF QUALIFICATIONS

Instructions: All questions must be answered, and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets.

1. Company profile, experience and qualifications:
 - a. How many years have you been engaged in security guard services under your present firm or trade name?
 - b. Management Qualifications and Support:
 - i. Describe your company's management structure; local training support; account manager, account supervision, and local administrative support.
 - ii. Provide current resumes of all executive management personnel.
 - c. Officer Selection:
 - i. Describe your methods of officer recruitment and retention; background checks; psychological testing; skills testing for verbal and written communications; job knowledge, initial and recurrent training/certifications.
 - d. Airport Specific:
 - i. Describe your company's experience supporting any or all of the following: airport security program, airline ground security program, airport screening checkpoint.
2. Contractor's ability to meet obligations
 - a. Current Contractual Obligations; name and location of each contract; contract dates.

- i. Based on your current commitments, describe your company's ability to meet the obligations of a contract with the Santa Fe Municipal Airport should you be selected.
- 3. References:
 - a. Provide at least three (3) current customers with similar types of service including current contact names, email address, mailing address and phone numbers.
- 4. Contractor's history of successful contracts
 - a. Have you ever failed to complete any work awarded to you?
 - i. If so, where and why?
 - b. Have you ever defaulted on a contract?
 - i. If so, where and why?

EVALUATION WEIGHT

All statements of qualification will be evaluated and rated in accordance with the following criteria and the indicated weighted value of the criteria:

Weighted Value

Company profile, experience and qualifications	35%
Contractor's ability to meet obligations	35%
References	20%
Contractor's history of successful contracts	10%

TOTAL 100%

The City of Santa Fe is an Equal Opportunity Employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation or national origin. The successful bidder will be required to conform to the Equal Opportunity Employment regulations.

Any questions regarding this RFQ should be directed to Francey Jesson, Airport Manager, Santa Fe Municipal Airport, 505.955.2901 or email fmjesson@ci.santa-fe.nm.us.

ATTEST:



Robert Rodarte, Purchasing Officer

City of Santa Fe, New Mexico

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