

## Crowd Management Request for Proposal Questions and Answers

Please find below questions and answers that were asked by the companies submitting proposals for the Crowd Management Request for Proposal:

1. **Do front line event security staff need an individual security license in the state of Minnesota?**  
Front line event security guards do not need individual licenses, one person holds the license with the state and the employees are covered by that.
2. **Could you please confirm that bidders, if submitting proposals for multiple Work Plans, are not required to duplicate their responses for Sections A-D of the Technical Proposal and separate hard copy / printed submissions are required only for each Work Plan (Sections E-G) response?**  
You can place all of the different responses and work plans in one binder. As long as everything is clearly marked and labeled, that is fine.
3. **Assuming Sections A-D do not need to be duplicated in hard copy / printed formats, could you please clarify how you would prefer to see submissions labeled (and individually packaged) by bidders responding to each specific Work Plan?**  
Please see the response to letter i. As long as everything is clearly organized and labeled, one binder for the work plans is fine.
4. **Can you provide some additional information on how many magnetometer stations are envisioned for deployment to each of the entrances set to be utilized on an NFL Game Day? If this is currently confidential, could you offer any guidance as to the width of each entrance?**  
We are still working on all of the different locations of where exactly the magnetometers will be placed. You can base your deployment on 115 magnetometers, the same number that was used during the proposal walk thru.
5. **Will there be any designated parking for any individuals apart of this RFP at or near the stadium? Since it was noted the stadium only has the player's parking lot we're assuming that bussing and/or other options should be taken to get employees to the stadium for larger events.**  
At this time there is no designated parking for employees, however, we are looking into securing an employee parking lot for all game day staff working at the stadium.
6. **It was understood the stadium has a radio vendor and has purchased radios to be sold to the vendor. Do you have an estimated cost of these radios on a per unit basis?**  
Estimated cost would be \$675

7. Will you be releasing blueprints or detailed plans of the stadium that include the number of gates, chutes, stadium sections, suites, press box, etc.?

| ENTRY                  | DIRECTION | FLOOR                | DOORS      | TYPE                 |
|------------------------|-----------|----------------------|------------|----------------------|
| Lower Club Level       | SE        | 3                    | 2          | VIP & Media          |
| Lower Club Level       | SE        | 3                    | 4          | Vikings Team         |
| Lower Club Level       | SE        | 3                    | 3          | Vikings F&F          |
| Lower Club Level       | S         | 3                    | 8          | Valhalla Club        |
| Lower Club Level       | SW        | 3                    | 3          | ??? (not determined) |
| Lower Club Level       | N         | 3                    | 10         | Vikings Club         |
| Lower Club Level       | NE        | 3                    | 6          | Part-time Staff      |
| Lower Club Level       | E         | 3                    | 4          | Full-time Staff      |
| <b>TOTAL ENTRIES</b>   | <b>8</b>  | <b>TOTAL DOORS</b>   | <b>40</b>  |                      |
| Main Concourse         | W         | 4                    | 62         | GP                   |
| Main Concourse         | E         | 4                    | 12         | GP                   |
| Main Concourse         | S         | 4                    | 12         | GP                   |
| <b>TOTAL ENTRIES</b>   | <b>4</b>  | <b>TOTAL DOORS</b>   | <b>86</b>  |                      |
| Upper Club             | NW Skyway | 5                    | 4          | Skyway GP            |
| <b>TOTAL ENTRIES</b>   | <b>1</b>  | <b>TOTAL DOORS</b>   | <b>4</b>   |                      |
| <b>OVERALL ENTRIES</b> | <b>12</b> | <b>OVERALL DOORS</b> | <b>130</b> |                      |

8. Union Employees. Is the US Bank Stadium designated as a union facility? Assuming so, we have been in contact with SEIU Local 26 and have been advised that the present contract downtown contract expires 2/29/16. Assuming new rates and benefits of some measure how is a proposer to forecast billing rates? Use the present contract as a baseline and increase / decrease based on the new CBA? Provide a multiplier based on pay rates / fringe benefits and administrative support?

Yes, we will be a union facility.

**9. Minimum wage references are used in the RFP. Are we to assume it is the minimum wage based on the CBA?**

Our goal is to be competitive in the Minneapolis market.

**10. The RFP requires the on site manager must be named in the response. Given the potential of separate or multiple awards, the skill set and cost for a manager based on one award or three is variable and possibly extreme. Additionally, it is unusual to have managers of this caliber awaiting assignment and be able to insure their ability to re-locate based on family, financial and contractual requirements. Is it acceptable to propose managers as anonymous and if shortlisted identify candidates that are potentially acceptable to SMG and the awarded vendor?**

I understand and that is fine.

**11. Radios – has SMG standardized on radios yet? If so commonality would be beneficial and a known cost the result. Please advise the radio standard?**

Yes, as of right now it is intended that the contractor would purchase radios through the contract that we already have set up. We have discounted negotiated rates to assist with pricing. If you are building this into your cost, you could use whatever cost for radios that you have had in the past as a placeholder. This all can negotiated further.

**12. Is the radio plan; the distribution and utilization, the responsibility of the vendor?**

We are interested to see how you would distribute radios to your staff on event day and any training that you would provide.

**13. In the pre bid there was mention of 200 baseball games over three month period. Will those games be staffed with event, security and guest services staff?**

Yes, minimal staffing would be needed, however, there will be security and guest services staff present.

**14. How many public entrances will be utilized on non-event days?**

At this time we believe 2 entrances will be open for both working staff and guests to enter.

**15. On a NFL game weekend at what point does the stadium take control of the park on the west side of the facility?**

That is still being worked out and determined as we look at how we are going to operate the stadium. There will be at some point the day before the game that we would take the external spaces, however, at this time it is undecided.

**16. What type of activities are planned for the park on game day? Are there specific functions in the park that would require additional security?**

Yes, there will be sponsorship activation areas. The programming for the park is still undecided and being worked out now.

**17. We are in the process of determining our staffing levels for the secondary perimeter outside of the stadium. Do you have a diagram that outlines the location of fences, trees and other security barricades that may be used on the stadium perimeter? This will assist us in determining a final number of staff required for the secondary perimeter.**

There is not one document that has all of the information you are looking for. If you are referencing the Bag Buffer Zone staffing, my recommendation is for you to look at staffing all 4 sides of the building and on the sidewalks that are directly next to the stadium.

**18. How many individuals do you expect to enter the stadium through the skyway for a Vikings game? For screening purposes would you envision the guest being metal detected before they enter the skyway?**

We don't have a true number of what to expect. We are looking at placing the magnetometers in the actual skyway. This is before the sky bridge that connects the Ryan Parking Garage to U.S. Bank Stadium. We are looking at placing 10-15 mags inside of the skyway. This is still a work in progress.

**19. Should we plan to provide security officers in the team store on Vikings game day as part of our plan or will the store handle their own security?**

At this time, NO.

**20. In 2015 the NFL made a recommendation that stadiums staff 1 guest services employee and 1 security employee in each seating walkway in the stadium. Many NFL stadiums have not implemented this recommendation. Would you like us to budget to have 2 individuals in each walkway, 1 individual until redeployment when a second would be added or staff each walkway with 1 employee the entire game?**

We would like to have 2 representatives in each aisle for crowd control.

**21. How many staffed guest service offices or booths are planned for the stadium?**

There are 3 locations

**22. What date do you believe the successful contractor would have access to the office space and storage area in the stadium?**

I hope by early February, however, this could be delayed based on how the negotiations and interviews go.

**23. Would there be an area in the stadium that we could use for our employee training sessions?**

For Year 1, there is a good chance we will have to do all training off property. For Year 2 and beyond, absolutely we will give you space to use.

**24. Who would be responsible for placing and tearing down the bike racks, tables and metal detecting equipment on game day? Is this a cost that we should figure into our budget?**

This is undecided at this time, however, if you would like to take on this job responsibility, you could add it is a line item and we could discuss during the interview.

**25. As part of our management plan we are creating a staffing estimate for a Vikings game. Would you like to see staffing plans for other key events at the building such as Monster Jam, Prep Bowl, Concerts and other events? Yes, that would be great. Please provide what you feel will best tell the story of how you staff both NFL games and other events**

**26. Would you prefer the health insurance and vacation expense for our full-time security officers be built into the bill rate or our would you be open to it being billed as a direct pass thru cost outside of the bill rate?**

Either or. Again, this something we could discuss during the interview.

**27. When outlining our pricing do you want a breakdown of the exact items and costs as they are built into our bill rate or are you looking for the employee pay rate and the final bill rate?**

Both, please.

**28. In the 24x7 security duties on page 7, it mentions that bag searches and metal detection may fall into the scope of work. In our experiences, this usually falls into Game Day security's responsibilities. Can you provide a little more clarity on that for us and how that may fall to us? We just want to make sure we write to it if we need to do so.**

On non gamedays, there will be a strong possibility that our 24/7 team will be conducting a bag search for all people entering the venue. Additionally, there is a strong possibility that we will be having a metal detector operational that all people will have to pass through. This is still being discussed as we evaluate our operating plans.

**29. Uniforms: Do you have an idea about uniforms or are you looking for us to specify it as part of our Work Plan? We can make a suggestion based on our experiences, but just want to make sure that is what you are looking for and the team/ownership/NFL doesn't have other plans/requirements.**

Right now, we are open and looking forward to discussing the potential options with you. Please understand that if we decide, we would want the U.S. Bank Stadium brand on the uniform.

**30. Do we need to provide transports? With a stadium of this size, it isn't always possible to patrol the entire blueprint by foot. Do you need us to provide transports (bikes, T3-Segways) or will SMG be providing that for the officers.**

We can discuss this if time is appropriate during negotiations. At this time point we are looking to secure golf carts for guard tours, however, open for other suggestions from your team.

**31. How will the Equity plan be evaluated during the RFP scoring process? What does the Pass/Fail scoring entail?**

The MSFA, Minnesota Vikings and SMG take the Stadium Equity Program very seriously. In your proposal, it is extremely important to outline the "Targeted Businesses" that you have previously outreached and to outline your current status/plans of how you will recruit and hire "protected classes (i.e. minorities, women and veterans). There will be an ongoing report that will be maintained to reflect the equity requirement with your work force and targeted business activity. The Pass/Fail scoring has a very extensive point system where we will evaluate how you will achieve meeting/exceeding the equity portion within your proposal. This system is consistent with the federal and local definitions of "Good Faith Efforts". During the interview process, we will have the MSFA Equity Director on our interview panel to guide this process.