



**CITY OF ALBANY, OREGON
REQUEST FOR PROPOSALS (RFP)**

Event Security Services

Proposals Due by 2:30 p.m. (Pacific Time), Tuesday, February 8, 2022

Notice is hereby given that the City of Albany ("City") is requesting proposals for Event Security Services for the City's Summer Sounds, River Rhythms Concert Series, and the Northwest Art & Air Festival, consisting of four Summer Sounds concerts, five River Rhythms concerts, and one Northwest Art & Air Festival concert per year. The requested services are for a proposed contract term of three years, beginning March 2022, with the option to extend for two additional, one-year terms.

The City desires to enter into a personal services agreement with a qualified contractor for the following scope of services:

- Work with crowds of up to 25,000 in a festival setting
- Balance public service with crowd control; perform bag and cooler searches
- Check ID's and serve as alcohol monitors
- Provide security for performers and backstage crowd control
- Monitor ingress and egress for venue
- Verify credentials and identification for access to restricted areas
- Provide security for Artists' artwork, tents, festival and personal property, entertainment equipment, food vendor equipment, and signage

The Request for Proposals can be downloaded from the City of Albany website at <https://www.cityofalbany.net/bids>. The City will post all addenda on the City website. Prospective proposers are solely responsible for checking the website to determine if addenda or clarifications have been issued. For questions or clarifications regarding this RFP contact Diane Murzynski, CPPO, Purchasing Coordinator, at diane.murzynski@cityofalbany.net.

Proposal responses must be submitted to procurement@cityofalbany.net, not later than 2:30 p.m. (Pacific Time), Tuesday, February 8, 2022. Submittals will be considered time-stamped and received by the City when received in the procurement email inbox. The email subject line should include the project name "Event Security Services".

The City may reject any proposal not in compliance with all prescribed solicitation procedures and requirements and other applicable law and may reject any or all proposals in whole or in part when the cancellation or rejection is in the best interest of the City, and at no cost to the City.

DATED THIS 7TH DAY OF JANUARY 2022.


Diane M. Murzynski, CPPO, CPPB
Purchasing Coordinator

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