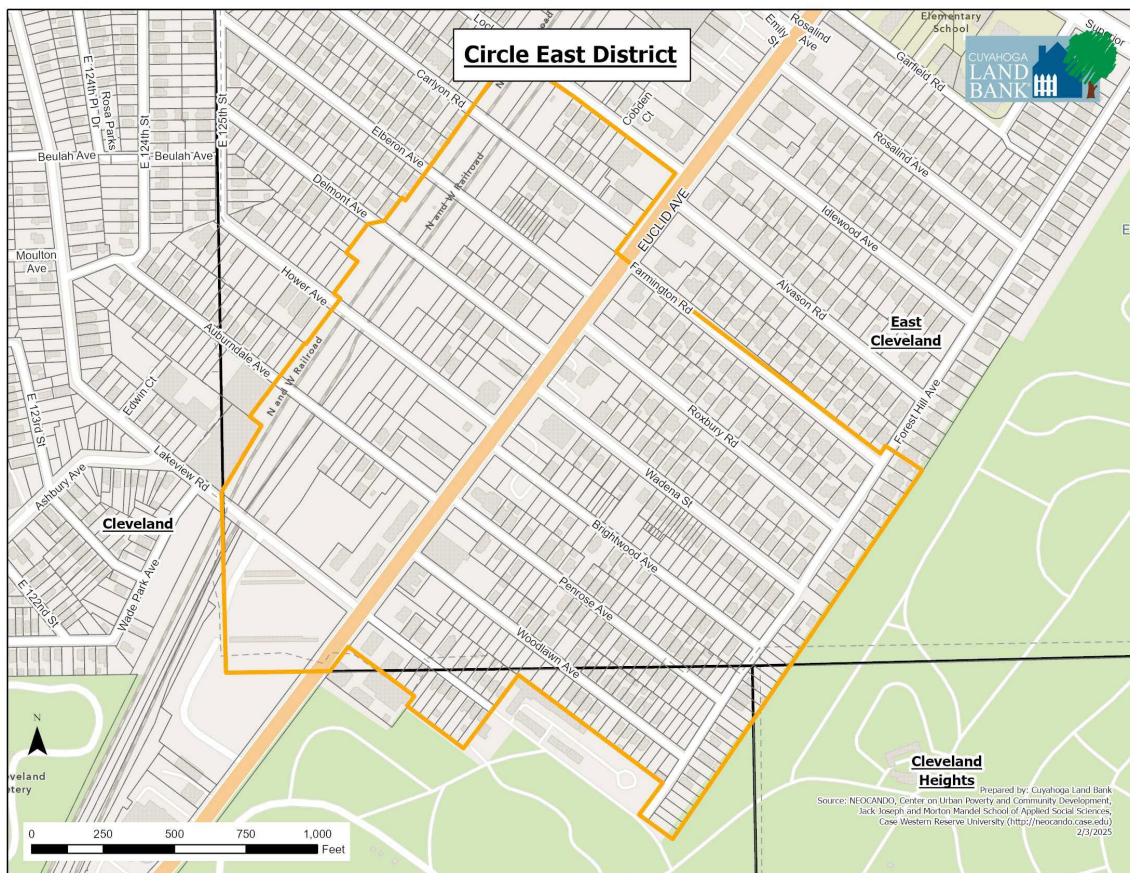


GOALS & OBJECTIVES

The Cuyahoga Land Bank is seeking proposals from qualified private security companies to provide comprehensive security services for the Circle East District, a residential community at the border of Cleveland and East Cleveland. We are looking for a reliable partner to enhance safety and deter criminal activity within the neighborhood through visible patrols, access control, community crime prevention and incident response measures. The preferred firm will have experience and a plan on how to:

- Enhance resident perception of security;
- Improve physical safety;
- Engage & support the community around safety issues;
- Promote crime prevention.

Below is a map showing the 30-acre area (outlined in orange) to be patrolled along Euclid Avenue, just east of Lakeview Cemetery:



SCOPE OF SERVICES

- Patrolling: Regular foot and/or vehicle patrols throughout the community, including common areas, perimeter boundaries, and designated high-risk zones. 7 days a week from 6:00 pm to 6 a.m. However, the security firm must also have the capacity to provide on-call security services for situations that fall outside of these times, such as emergency situations, special occasions, and/or community events. The security provider must indicate their ability to mobilize additional personnel quickly, if requested, and describe the rate structure for such services.
- Incident Response: Immediate response to security breaches, suspicious activity, property damage, and emergency situations, including contact with local law enforcement when necessary.
- Security Monitoring: Potential remote camera monitoring and incident reporting.
- Community Engagement: Regular communication with residents, including security updates, crime prevention tips, and resident liaison programs.

REGULAR REPORTING & COMMUNICATION

The security firm will be required to provide weekly and monthly reports on the following:

- Incident Logs: Detailed logs of any incidents, including nature of the incident, actions taken, time of occurrence, and resolution status. These reports should be submitted to the Cuyahoga Land Bank and any relevant local authorities as necessary.
- Patrol Logs: A record of patrol schedules, routes taken, and officer check-ins throughout the community to ensure that all areas were adequately covered.
- Security Observations: A summary of any issues identified during patrols, including areas where security may need to be enhanced or where residents have expressed concerns.

The firm will also be required to meet with Cuyahoga Land Bank representatives on a periodic basis to review performance metrics, discuss any issues or concerns, and adjust the security plan as necessary. The security firm will be expected to demonstrate a commitment to continuous improvement by providing actionable suggestions to enhance security measures or resident engagement. These suggestions should be included in monthly reports or discussed during regular review meetings with the Cuyahoga Land Bank.

REQUIRED QUALIFICATIONS

- Proven Experience: Demonstrated track record of providing successful security services to residential communities of similar size and demographics.
- Licensed and Insured: Must hold all necessary security guard licenses and maintain comprehensive liability insurance coverage.
- Staff Training: Highly trained and background-checked security personnel with expertise in community policing and de-escalation techniques.

- Technology Capabilities: Ability to utilize modern security technology including surveillance cameras, and mobile reporting platforms.

PROPOSAL REQUIREMENTS

- Company Overview: Detailed description of your company, including experience, qualifications, and background of key personnel.
- Proposed Security Plan: Comprehensive security plan tailored to Circle East District, outlining patrol routes, staffing levels, response protocols, and technology deployment, reporting and communication plan. Indicate if security personnel are GPS monitored. Describe any customer services provided by your officers, e.g. pedestrian escorts, flat tire assistance, etc. Include an image of your uniforms and vehicles.
- Pricing Structure: Clear and detailed breakdown of fees, including per-hour rates, contract terms, and potential additional service costs. Indicate if annual or multi-year contracts are required.

	Hourly rate (including taxes)	Official Holiday Rate (including taxes)
Unarmed Uniformed Officer		
Armed Uniformed Officer		
Off Duty Uniformed Police		
Unarmed Uniformed Officer (special events/on call)		
	Monthly Rate (including taxes)	
Security Vehicle		

- Staffing and Training: Description of your recruitment and training procedures for security personnel assigned to our community, including minimum levels of security experience.
- Emergency Response Procedures: Outline for handling emergency situations, including communication protocols with residents and local authorities.
- Bonding/Insurance: Provide evidence of capacity to provide bonding and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
- References: 3 professional references, including name, address, phone number and email address.

SUBMISSION DETAILS

- **Deadline:** Monday June 16, 2025 at 4:00 p.m. EST.
- **Contact Person:** Please direct any questions regarding this RFP to Kamla Lewis, Senior Housing Development Project Manager, klewis@cuyahogalandbank.org.
- **Submission Method:** Electronic submission of proposals to klewis@cuyahogalandbank.org.

EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- Relevant Experience: Past success in providing similar services to residential communities. Date firm was established. Names and backgrounds of principals.
- Security Plan Effectiveness: Quality and comprehensiveness of proposed security strategies that is responsive to the Land Bank's objectives for the program.
- Pricing and Value: Cost-effectiveness of services offered in relation to proposed security plan.
- Staff Qualifications: Expertise and training of security personnel. Licensing and insuring.

Cuyahoga Land Bank reserves the right to select the proposal that best meets the needs of our community and may choose to conduct interviews with shortlisted candidates.