



REQUEST FOR INFORMATION
FOR
SECURITY ASSESSMENT

RFI NUMBER: BC-21341-L
ISSUED: September 14, 2023

Procurement/Issuing Office:

Department of Procurement & Strategic Sourcing
University of Maryland, Baltimore County
Administration Building, 7th Floor
1000 Hilltop Circle
Baltimore, MD 21250

TABLE OF CONTENTS

<u>DESCRIPTION</u>	<u>SECTION</u>
Solicitation Schedule	
Scope of Services	I
Submission Requirements	II
General Information	III

SOLICITATION SCHEDULE

Issue Date

Thursday, September 14, 2023

Deadline for questions regarding
Submission or Procurement Process

Friday, September 22, 2023 on or before
5pm. Questions must be submitted to
Lori Lynch at lkoch1@umbc.edu

Submission Due Date

Friday, October 6, 2023 at or before
11:59PM. Submit Technical Proposal to
UMBC Box:
Technic.f2elv3ohje7lck8j@u.box.com

SECTION I

SCOPE OF SERVICES

Purpose

The University of Maryland, Baltimore County, a constituent institution of the University System of Maryland, an agency of the state of Maryland (herein referred to as the “University” or “UMBC”), seeks information from qualified firms specializing in providing campus security assessments. An assessment may include critical physical and data infrastructure, assets, and community protection from all hazards, to include risk of potential attacks. The purpose of this RFI is to understand potential partners' capabilities and methodologies in performing these services.

UMBC Background

Established in 1966, the University of Maryland, Baltimore County (UMBC) is one of twelve institutions that, along with two regional centers, constitute the University System of Maryland. UMBC is located on 482 acres with 4.2 million gross square feet and only 15 minutes from Baltimore’s Inner Harbor and 30 minutes from Washington, D.C. and five minutes from BWI Airport.

UMBC combines the emphasis on teaching found at the best liberal arts colleges with the innovation of a research university. UMBC’s students take full advantage of the educational, business, cultural, and recreational resources of Baltimore and Washington, D.C. At UMBC, students work alongside faculty who are leaders in their fields; think about the hard questions of society, science, and creative expression; and then move beyond the classroom to make a difference.

UMBC is increasingly recognized as a major resource for building the State’s economy and addressing its social concerns. More than 70% of UMBC’s 77,000 active alumni live and work in Maryland, contributing significantly to the State’s economic and social vitality. In Fall 2023, UMBC had 14,148 enrolled students of which 53% are minority enrollments from nearly all 50 states and 10.5% are international enrollments from 115 nations, creating a richly diverse student body.

Nearly seven percent of assignable space is dedicated to research laboratory facilities, a reflection of UMBC’s designation as a Doctoral University with Very High Research Activity – also known as R1 – in the 2021 Carnegie Classification of Institutions of Higher Education, which places UMBC among the top 146 research universities in the nation.

Requested Solution

UMBC is requesting information on security assessments based on the questions presented below:

1. Physical Security

- a. What are the standard primary elements comprising your physical security assessment process?
- b. What activities are involved in each element of a physical security assessment?
- c. What is the methodology employed for each physical security assessment element and activity?
- d. Is there a standard expectation of time, effort, and cost applied to each physical security assessment element?
- e. Are there elements that may require an additional cost or effort in order to be evaluated?
- f. What is the expected involvement and effort from the customer's staff to help complete a physical security assessment?
- g. On what current and future trends in physical security does your company focus?
- h. What current and future technology do you see as critical to ensuring physical security for institutions of higher education?

2. Data Security/Electronic Security

- a. What types of data, processes, and physical infrastructure elements are included in the data security portion of a security assessment?
- b. What is the methodology employed for each data security assessment element and activity?
- c. Is there a standard expectation of time, effort, and cost applied to each data security assessment element?
- d. Would a data security assessment require the assistance of a sub-contractor?
- e. What is the expected involvement and effort from the customer's staff to help complete a data security assessment?
- f. On what current and future trends in data security does your company focus?
- g. What current and future technology do you see as critical to ensuring data security for institutions of higher education?
- h. Is there a distinct difference between a data security element and an electronic security element, such as encryption and data storage vs electronic door access and cameras?
- i. If there is a distinction between the data security elements and electronic security elements, can you answer the questions in this section for Data Security as well as answer for Electronic Security?

3. Processes & Procedures

- a. What government or industry standards do you utilize when conducting your physical and data security assessments?
- b. How do you ensure confidentiality and control of information gathered during physical and data security assessments?
- c. What would the expected size of the dedicated team be to assess a campus the size of UMBC?
- d. How much time does it take to conduct physical security and data assessments and to provide final reports?

- e. What types of reports, products, and deliverables do you provide a customer during and at the conclusion of physical security and data assessments?
- f. How do you manage the project from start to finish?

Section II

Submission Requirements

1. Submission of Information

Submission of your firm's Information to Technic.f2elv3ohje7lck8j@u.box.com

2. Requirements

1. Qualifications and Capabilities

Provide a brief overview of your organization's qualifications and experience in providing services of similar scope and size to UMBC. Include information regarding certifications, standards or methodologies utilized in performing those services. Specifically, provide responses to the following questions:

- What qualifications does your company possess that make you competitive in this field?
- Is your experience and expertise in conducting assessments with a specific sector, such as government, industry, or education?
- Do you have particular experience conducting assessments for institutions of higher education?
- What individual qualifications, certifications, and experience should we expect from the individuals conducting physical security and data assessments?

2. References

Provide at least three clients, preferably in higher education, where firm has provides similar services. Please include:

- Project name and location
- Sponsor, contact person and email address
- Project start date and completion date
- Project description/scope of services
- Dollar value of the contract
- Firm's role in the project
- Names of key personnel who were involved in the project and their assigned role
- Similarities of the project to the scope of services in this RFI

3. Response

At a minimum, please include the following information with your response:

- A written response to each of the questions posed in the Requested Solution.
- A summary proposal identifying how your firm would propose to deliver services.
 - Include a breakdown of all services that would be included in scope.
 - Include a listing of optional services not included in scope.
 - Include a sample timeline or project schedule.

Optional: Please provide alternative solutions not identified in the Overview or Requested Solution. We welcome multiple well-developed solutions, suggestions, and security assessment capabilities which may not be specified in this document.