SPECIFICATIONS AND REQUIREMENTS
SECURITY SERVICES FOR IGNITE BROWARD AND OTHER SPECIALIZED EVENTS

Purpose

The purpose of this solicitation is to establish a contract with a qualified Vendor to provide Security Services for IGNITE Broward and Other Specialized Events that the County may require.

A. Scope of Work

The Vendor shall provide comprehensive security services, including qualified personnel, supervision, equipment, communications, and operational support necessary to support the safe and secure operation of County events. The Vendor shall maintain all required licensure, coordinate security operations with Broward County and its designated event representative, provide appropriate staffing and supervision, ensure continuous coverage of assigned posts, and perform all services in accordance with approved schedules, deployment plans, and event security requirements. Services under this contract may include support for immersive art festivals, outdoor lighting exhibitions, projection-based events, public art installations, and other public-facing cultural activations requiring specialized event security operations

1. **Security Services**

   The Vendor shall provide security services including, but not limited to:

   a. Event security management and supervision.
   b. Crowd management, pedestrian flow monitoring, and queue control.
   c. Access control and prevention of unauthorized entry into restricted areas.
   d. Fixed-post, foot patrol, and mobile patrol services.
   e. Protection of attendees, staff, vendors, artists, installations, artwork, equipment, sponsor assets, and County property.
   f. Response to incidents, disturbances, emergencies, alarms, hazards, and suspicious activity.
   g. Coordination with law enforcement, fire rescue, emergency management personnel, County staff, and designated event representatives.
   h. Escort services for artists, vendors, staff, and equipment, as requested.
   i. Traffic and parking control support, as needed.

2. **Security Coverage**

   a. The Vendor shall provide continuous twenty-four (24) hour security coverage beginning on the first day of load-in and continuing through completion of load-out activities.

      Load-in means the period beginning when the first piece of artwork, equipment, infrastructure, or other event-related asset is delivered to or installed at an event location and continuing until the location is deemed operational by the County or its

designated representative.

Load-out means the period beginning upon conclusion of event operations and continuing until all artwork, equipment, infrastructure, and other event-related assets have been removed from the event location and the County or its designated representative has released the site from security requirements.

b. Coverage shall include:
   (1) Daytime security during installation and event preparation.
   (2) Active security during public operating hours.
   (3) Overnight security coverage for temporary art installations, projection and lighting equipment, electrical infrastructure, production equipment, County property, and sponsor and vendor assets.

B. Vendor Responsibilities

1. Licensing Requirements

The vendor shall:

a. Maintain an active Florida Class "B" Security Agency License throughout the term of the contract.
b. Maintain all licenses, permits, registrations, certifications, and approvals required under applicable federal, state, and local laws, including Chapter 493, Florida Statutes.
c. Ensure that all security officers assigned under this contract possess a valid Florida Class "D" Security Officer License.
d. Ensure that any armed security personnel assigned under this contract possess a valid Florida Class "G" Statewide Firearm License, in addition to all other required licenses and certifications.
e. Ensure that all assigned personnel maintain required licenses and certifications for the duration of their assignment under the contract.

2. Operational Responsibilities

The Vendor shall:

a. Coordinate with and take day-to-day operational direction from the County's designated event operations representative, which may include MAD Arts for IGNITE Broward or another County-designated representative for other events, regarding security staffing, deployment, scheduling, post assignments, site access, event operations, and other event-related security requirements. Final authority for contract administration, approval of services, and contract compliance shall remain with Broward County.
b. Implement all security staffing, deployment, scheduling, access control, and post assignment plans as approved by the County and its designated representative.
c. Provide trained, licensed, and qualified security personnel.
d. Provide on-site supervisory personnel, including a dedicated Event Security Manager responsible for staffing oversight, communications, operational coordination, and incident escalation.
e. Ensure uninterrupted coverage of all assigned posts and maintain full staffing during

all scheduled operational periods.

f. Provide all required equipment and personal protective equipment, including radios or other communication devices, flashlights, safety vests, uniforms, and incident reporting tools.
g. Ensure routine operational communications are conducted through approved communication devices and that personnel refrain from personal cell phone use while on duty except in emergencies.
h. Notify the County within twenty-four (24) hours of any significant incident, staffing shortage, personnel replacement, or other material change affecting service delivery.
i. Comply with OSHA requirements and all applicable federal, state, and local laws, regulations, and ordinances.

3. Reporting and Documentation

The Vendor shall:

a. Maintain daily activity logs at each assigned post.
b. Submit incident reports to County-designated representative within one (1) hour of any:
   (1) Emergency.
   (2) Law enforcement involvement.
   (3) Injury.
   (4) Security breach.
   (5) Property damage.
   (6) Significant operational disruption.
c. Provide performance reports upon request by the County.
d. Maintain and provide upon request all records related to contract performance, including post orders, staffing schedules, personnel qualifications, certifications, training records, daily activity logs, shift reports, inspection reports, and incident reports.

C. Service Locations and Hours of Operations

The County reserves the right to add, remove, or modify service locations based on festival operations.

1. IGNITE Broward Event

This event is a ten-day immersive Arts and Light festival presented by the Broward Cultural Division. For the upcoming 2027 IGNITE Broward Event, locations and official festival hours are anticipated as follows:

a. Locations
   (1) Reverend Samuel Delevoe Memorial Park, Fort Lauderdale
   (2) Downtown Fort Lauderdale Activation Area, including the corridor beginning at History Fort Lauderdale and extending through Las Olas Boulevard
b. Festival Hours of Operation:
   (1) Friday & Saturday: 6:00 PM – 11:00 PM
   (2) Sunday – Thursday: 6:00 PM – 10:00 PM

2. Other Arts related events

a. Specific Event Locations and dates will be identified three (3) months prior to the event.
b. Specific Event hours of operations for each service location will be identified three (3) months prior to the event.

3. Operational Adjustments

The County reserves the right to:

a. Increase, decrease, add, remove, or reassign security personnel, posts, shifts, service locations, and hours of service based on operational requirements.
b. Modify event schedules, staffing levels, shift durations, operational hours, and deployment plans based on attendance levels, weather conditions, public safety concerns, emergency conditions, or other operational needs.
c. Reduce, suspend, reschedule, or cancel services due to event cancellation, severe weather, public safety considerations, emergency management directives, or direction from governmental authorities.

D. Staffing and Personnel Qualifications

1. Staffing Requirements
   a. The Vendor shall provide sufficient staffing levels to meet the operational requirements of each event as determined by the County.
   b. Security services may be provided in eight (8), ten (10), or twelve (12) hour shifts, or as otherwise directed by the County.
   c. The Vendor shall submit staffing schedules at least forty-eight (48) hours prior to each operational period unless otherwise approved by the County.
   d. The Vendor shall maintain the capability to provide additional personnel on short notice in response to operational requirements, emergency situations, significant attendance increases, severe weather conditions, or requests from law enforcement or County management.
2. Personnel Qualifications

   All personnel assigned under this contract shall:

   a. Be at least eighteen (18) years of age.
   b. Possess a high school diploma, GED, or equivalent.
   c. Successfully pass criminal background screening and drug screening requirements.
   d. Demonstrate the ability to communicate effectively in English.
   e. Maintain a professional appearance, demeanor, and standards of conduct while on duty.
3. Security Officer Classifications
   a. Security Officers

      Security Officers assigned to this contract shall possess a minimum of one (1) year of verifiable security experience.
   b. Supervisory Officers

      Supervisory personnel shall possess a minimum of two (2) years of verifiable experience providing security services at large-scale public events, festivals, entertainment venues, or comparable environments.
   c. Event Security Manager

The Event Security Manager shall possess a minimum of five (5) years of supervisory experience managing security operations for multi-site events, festivals, public gatherings, or comparable operations.

4. Vendor Experience Requirements

   The Vendor shall demonstrate experience providing security services for large-scale, multi-day events involving substantial public attendance and multiple operational locations, including one or more of the following:

   a. Festivals and cultural events.
   b. Public art exhibitions and installations.
   c. Concerts and outdoor entertainment events.
   d. Municipal, governmental, or community events.
   e. Events requiring overnight asset protection and continuous security coverage.