

## PUBLIC NOTICE

Public Notice is hereby given that the State of Delaware, Department of Safety and Homeland Security, is soliciting letters of interest from firms for the provision of services for **Delaware State Police Firing Range - Operations and Maintenance**.

It is the intent of the State to award a contract for the provision of a negotiated scope of services related to the maintenance of an operationally and environmentally safe environment for personnel who work and train in the facility located at 391 Clark Farm Road, Smyrna, Delaware. The following items summarize the likely scope of contractual services:

- Maintenance and operation of the range air handling system.
- Maintenance and operation of the lighting, sound and target control systems.
- Maintenance, operation and cleaning of the bullet trap.
- Maintenance and cleaning of the firing range and adjacent office area.
- Disposal of hazardous waste.

The Department of Safety and Homeland Security will award a one-year contract with the option of annual renewal terms through Fiscal Year 2017. A contract award shall be made on the qualifications-based requirements of professional services selection process defined by 29 Del. Code § 6982 and negotiations for price and associated terms and conditions.

Additional information describing the statement of work to be included in a contract is available at <http://bids.delaware.gov/> or by contacting the Delaware State Police at [michael.berry@state.de.us](mailto:michael.berry@state.de.us). All questions must be submitted by May 20, 2013, to Lt. Michael Berry.

Interested firms shall submit five (5) copies of their letter of interest on or before 4:00 p.m. on Tuesday, May 28, 2013, to Gene Sharp, Controller, Delaware State Police, 1441 N. DuPont Highway, Dover, DE 19901. Respondent bears the risk of late delivery. Any proposals received after the stated time will be returned unopened. Contact Lt. Michael Berry at (302) 659-6020 to arrange a site visit.

Letters of Interest shall include the following sections, but may not exceed a total of 25 pages:

- **Introduction** - Describe the firm, its organization, principals and history.
- **Experience** – Describe the firm’s engagement in a minimum of two similar projects started over the last 5 years. **(30 pts.)**
- **Management** – Describe the professional background of those personnel who will manage or direct the work at the State Police firing range if awarded a contract for its operations and maintenance. **(35 pts.)**
- **Work Strategy** – Describe the strategy your firm would take to implement and execute the scope of services required to maintain a safe operational and environmental environment in the firing range. **(25 pts.)**
- **Recommendations** – Based on your firm’s experience, describe additional services that the state may want to consider to ensure the operation of the firing range. **(10 pts.)**

**END OF PUBLIC NOTICE**