

LEGAL NOTICE

Request for Proposals for Walk-Thru Metal Detectors

On behalf of the Capital Region Development Authority (“CRDA”), Oak View Group, which manages PeoplesBank Arena, is seeking proposals from manufacturers and/or suppliers of walk-thru metal detectors interested in supplying new units for PeoplesBank Arena (“the Arena”) in Hartford, Connecticut.

PeoplesBank Arena is an approximately 16,000 seat arena located in downtown Hartford, Connecticut. The arena serves as hosts to the Hartford Wolf Pack, UConn Men’s Ice Hockey, UConn Women’s & Men’s Basketball. In addition, the facility hosts a variety of concerts, family shows, consumer events and trade shows. Additional information on the arena can be found at www.peoplesbankarena.com.

The Request for Proposal is available online at www.peoplesbankarena.com or from Nick Turgeon, Oak View Group, PeoplesBank Arena, One Civic Center Plaza, Hartford, CT 06103. Telephone (860) 241-2237, or Email nick.turgeon@oakviewgroup.com

The deadline for submission of proposals is 3:00 p.m. on Friday, October 24, 2025.

**REQUEST FOR PROPOSALS
FOR
WALK-THRU METAL DETECTORS
PEOPLESBANK ARENA
HARTFORD, CONNECTICUT**

Key Dates:

October 3, 2025	RFP released
October 10, 2025	Questions / Requests for Clarification Due
October 24, 2025	RFP Submissions Due
November 5, 2025	RFP Selection

**A Public Solicitation Made by
Oak View Group**

REQUEST FOR PROPOSALS (RFP)

BY

**Oak View Group
PeoplesBank Arena**

OBJECTIVE

Oak View Group is seeking proposals from firms interested in providing Walk-Thru Metal Detectors for PeoplesBank Arena in Hartford, Connecticut.

The Arena currently utilizes 32 traditional “door frame” walk-through metal detectors to physically screen visitors for illegal and prohibited items at each of its three main entrances, three premium entrances, and three auxiliary entrances. These units are nearing the end of their useful life and Oak View Group wishes to replace them with updated units capable of handling large crowds in an efficient and timely manner. The new units must be battery-powered.

Eligible respondents will be those entities that have a demonstrated successful track record in installing and servicing metal detectors in comparable NBA, NHL, or Division I collegiate sports facilities within the last five (5) years.

Proposals in response to this RFP must be submitted to Oak View Group by **3:00 PM Friday, October 24, 2025**. A committee will review such proposals and recommend a firm with whom Oak View Group will select.

BACKGROUND

PeoplesBank Arena is a 16,000-seat indoor venue that serves as the home for the AHL's Hartford Wolf Pack and University of Connecticut ("UConn") Husky basketball programs. Currently the largest indoor arena in CT, the facility also hosts a variety of family shows, concerts and other public events.

SUBMISSION DEADLINE

The due date for submissions is 3:00 p.m. on Friday, October 24, 2025. Submissions must be received by email to Nick Turgeon (nick.turgeon@oakviewgroup.com) not later than the deadline. Late submissions will not be accepted. Oak View Group shall not be responsible for misdirected or lost submissions.

No additions or changes to the original submission will be allowed after submittal. Oak View Group reserves the right, at its sole and absolute discretion, to request clarification or amplification of any information submitted under this RFP process. Oak View Group at its sole and absolute discretion, may allow respondents the opportunity to submit any missing information. Any costs or expenses associated with such requests shall be the sole responsibility of the respondent.

RFP PROCEDURES

- A. Official Oak View Group Contact.** Oak View Group contact person for the purposes of this RFP is:

Nick Turgeon
PeoplesBank Arena
One Civic Center Plaza
Hartford, Connecticut 06103
Telephone: (860) 241-2237
Email: nick.turgeon@oakviewgroup.com

All communications with Oak View Group regarding this RFP must be directed to the Oak View Group Contact.

- B. Respondent's Authorized Representative.** Respondents must designate an authorized representative and provide his/her name, title, address, telephone and fax numbers, email address and normal working hours. This information must be submitted to the Oak View Group Contact with the RFP submission.
- C. Communications Notice.** All communications with Oak View Group, CRDA, or any person representing Oak View Group or CRDA concerning this RFP are strictly prohibited, except as permitted by this RFP. Any violation of this prohibition by respondents or their representatives may result in disqualification or other sanctions, or both.
- D. Inquiry Procedures.** All questions regarding this RFP and submission requirements must be directed, in writing, to the Oak View Group Contact by **3:00 p.m. on October 10, 2025**. Respondents are required to limit their contact regarding this RFP to the person named herein. On **October 17, 2025**, written responses to all questions received will be posted to the PeoplesBank Arena website at www.peoplesbankarena.com
- E. Packaging Requirements.** All submissions must be delivered via email to Nick Turgeon (nick.turgeon@oakviewgroup.com). All submissions must be addressed to the Official Oak View Group Contact. The submission must be signed by the respondent. Unsigned submissions will be rejected.
- F. Submissions Due.** All proposals must be received no later than **3:00 p.m. on October 24, 2025**.
- G. Site Tour.** Arena site tours are available to interested firms. Please contact PeoplesBank Arena Director of Events, Nick Turgeon, at nick.turgeon@oakviewgroup.com to schedule a tour.

- H. Minimum Submission Requirements.** At a minimum, submissions must (1) be submitted via email before the deadline, (2) follow the required format, (3) be complete, (4) include all required forms, and (5) be duly executed. Submissions that fail to meet these Minimum Submission Requirements may be disqualified and not reviewed further.
- I. Selection Committee.** A Selection Committee will evaluate qualified submissions offered in response to this RFP and recommend one or more finalists for competitive negotiation. The Committee shall evaluate all submissions that meet Minimum Submission Requirements.
- J. Timeline.** The following timeline, up to and including the deadline for offering submissions, shall be changed only by amendment to this RFP. Dates after the submittal deadline are target dates only. Respondents should periodically check the arena website (www.peoplesbankarena.com) for any changes to this schedule.

October 3, 2025	RFP released
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October 17, 2025	Responses to Questions / Requests for Clarification Posted
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Oak View Group recognizes that this is an aggressive schedule; however, time is of the essence in order to meet operational obligations.

RFP CONDITIONS

All respondents must be willing to adhere to the following conditions and must positively state this in the submission.

- A. Oak View Group is an Equal Opportunity and Affirmative Action employer and does not discriminate in its hiring, employment, or business practices. Oak View Group is committed to complying with the Americans with Disabilities Act of 1990 (ADA) and does not discriminate on the basis of disability, in admission to, access to, or operation of its programs, services, or activities.
- B. All submissions in response to this RFP are to be the sole property of Oak View Group. Respondents are encouraged **NOT** to include in their submissions any information that is proprietary. Confidential information must be separated and isolated from other material in the submission and labeled **CONFIDENTIAL**.

If the respondent indicates that certain documentation, as required by this RFP, is submitted in confidence, by specifically and clearly marking said documentation as **CONFIDENTIAL**, Oak View Group will endeavor to keep said information confidential to the extent permitted by law. Oak View Group, however, has no obligation to initiate, prosecute or defend any legal proceeding or to seek a protective order or other similar relief to prevent disclosure of any information pursuant to a FOIA request. As set forth below, the respondent has the burden of establishing the availability of any FOIA exemption in any proceeding where it is an issue. In no event shall Oak View Group or any of its staff have any liability for disclosure of documents or information in the possession of Oak View Group, which Oak View Group or such staff believes to be required pursuant to the FOIA or other requirements of law.

IMPORTANT NOTE: If the information is not readily available to the public from other sources and the respondent submitting the information requests confidentiality, then the information generally is considered to be “given in confidence.” A convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 1-210(b) of the Connecticut General Statutes shall be prepared by the respondent and shall accompany the submission. The rationales and explanation shall be simply stated in terms of the prospective harm to the competitive position of the respondent that would result if the identified information were to be released, and you shall state the reasons why you believe the materials are legally exempt from release pursuant to Section 1-210(b) of the Connecticut General Statutes.

- C. Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of the RFP is to be the sole property of Oak View Group.

- D. Timing and sequence of events resulting from this RFP will ultimately be determined by Oak View Group.
- E. The respondent's submission shall remain valid for a period of 180 days after the closing date for the submission and may be extended beyond that time by mutual agreement.
- F. All proposed costs must be fixed through the period of the agreement. No cost submissions that are contingent on a Oak View Group action will be accepted.
- G. Oak View Group may amend or cancel this RFP or modify the schedule, prior to the due date and time, if Oak View Group deems it to be necessary, appropriate or otherwise in the best interests of Oak View Group. Failure to acknowledge receipt of amendments, in accordance with the instructions contained in the amendments, may result in a firm's submission not being considered.
- H. Any costs and expenses incurred by a respondent in preparing or submitting submissions are the sole responsibility of the respondent.
- I. A respondent must be prepared to present evidence of experience, ability, services, facilities, and financial standing necessary to satisfactorily meet the requirements set forth or implied in the submission.
- J. No additions or changes to the original submission will be allowed after submission. While changes are not permitted, clarification of submissions may be required by Oak View Group at the respondent's sole cost and expense.
- K. Respondents may be asked to give demonstrations, interviews, presentations or further explanation to the RFP Selection Committee.
- L. The respondent represents and warrants that the submission is not made in connection with any other respondent and is in all respects fair and without collusion or fraud. The respondent further represents and warrants that they did not participate in any part of the RFP development process, had no knowledge of the specific contents of the RFP prior to its issuance, and that no agent, representative or employee of Oak View Group participated directly in the respondent's submission preparation.
- M. All responses to the RFP must conform to this instruction. Failure to include any required signatures, meet deadlines, answer all questions, follow the required format, or failure to comply with any other requirements of this RFP may be considered appropriate cause for rejection of the response.

Submittal Requirements

All submissions must follow the required format and address all requirements listed in the prescribed order using the prescribed numbering system. Failure to follow the required format may result in disqualification of a submission.

Part 1 Cover Letter

The cover letter should be signed by a person authorized to legally bind the proposing firm and must include the following items:

- The identity of the proposing firm and any partners, consultants or subcontractors included as part of the proposal, and a description of proposing firm's legal form and domicile.
- The names of the individuals involved in the preparation of the proposal and of any individuals employed or compensated to develop or advocate or solicit for the proposal along with their relationship to the proposing firm.
- A statement confirming that the proposing firm has sole and complete responsibility for performing the services as proposed.
- A statement expressly acknowledging, accepting and agreeing to the RFP Conditions.

Part 2 Summary of Relevant Experience.

Provide a listing of professional and comparable NBA, NHL or Division I collegiate sports facilities for which the bidder has installed and serviced metal detectors within the last five (5) years. Additionally, provide detailed information on the type of facility, annual attendance, and scope of services provided at each facility.

Part 3 Project Approach

Identify the number of units and specific model(s) you would recommend for installation at PeoplesBank Arena and your rationale for doing so. Include responses to the following:

- a. What features make this model workable in high volume situations?
- b. What is the average lifespan of this model?
- c. Is this model capable of being enhanced to take advantage of available accessories and emerging technologies such as, but not limited to:

radiation detection, temperature screening, video surveillance, networking, etc.

- d. Does this model come with a warranty?
 - e. Are maintenance agreements available for this particular model?
 - f. Include cut sheets for each model.
- Identify and indicate the location of employees or subcontractors who will be available to service the units and handle any emergency issues that may arise prior to or during an Arena event.
- Describe your firm's approach to customer service.
- Indicate the lead time for delivery of the recommended units. Note that the Arena is requesting that the recommended units be installed by January 1, 2026.

Part 4 Financial Proposal

Selection Criteria

Oak View Group desires to employ the best-qualified firm or team of firms, who in its opinion will provide top-quality service and product quality within the specified project budget. As such, these criteria will be most important in the final selection process, and the right is reserved by Oak View Group to reject all proposals or any proposal for whatever reason including non-conformance with the proposal document formats as requested. The final decisions made by Oak View Group will be made in its overall best interests.

The following criteria shall be among those utilized in the selection process. They are presented as a guide for the respondent in understanding Oak View Group's expectations and are not necessarily exclusive or presented in order of importance.

- Compatibility of recommended units with the Arena's needs
- Firm's experience with similar sports facilities
- Firm's approach to customer service
- Cost and financial considerations

PROPOSER'S QUESTIONNAIRE

1. Name of Company _____

2. Address _____

3. Phone Number _____

4. Is your company a corporation _____, partnership _____, or individually owned _____? If incorporated, in what state _____?

5. Give names and titles of persons of authority in your organization. If partnership, list all partners.

6. How long has your organization been in business under your present name?

Former names, if any: _____ How long under former names?

7. Affiliated companies (If parent company, list subsidiaries and divisions. If subsidiary or division, name of parent company, its principals and their addresses):

8. What are your craft labor affiliations? _____

9. What surety companies have furnished bonds for you in the past? _____

10. What are your bond limits? _____

11. Are there any judgments, suits, claims pending against your firm? _____
If so, submit brief details on a separate sheet and attach.

12. Are there any liens filed on any of your work? If so, submit brief details on a separate sheet and attach.

RIGHTS RESERVED TO OAK VIEW GROUP.

Oak View Group reserves the right to award in part, to reject any and all submittals in whole or in part for misrepresentation or if the respondent is in default of any prior State of Connecticut contract, or if the bid or submission limits or modifies any of the terms and conditions and/or specifications of the RFP. Oak View Group also reserves the right to waive technical defect, irregularities and omissions if, in its judgment the best interests of Oak View Group and the State of Connecticut would be served.

Oak View Group reserves the right to correct inaccurate awards resulting from clerical errors. This may include, in extreme circumstances, revoking the awarding of a contract already made to a respondent and subsequently awarding the contract to another respondent. Such action on the part of Oak View Group shall not constitute a breach of contract on the part of Oak View Group since the contract with the initial respondent is deemed to be void ab initio and of no effect as if no contract ever existed between Oak View Group and the respondent.

ATTACHMENT 1

ARENA ENTRANCE MAP

