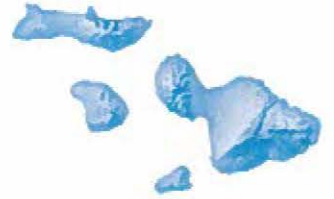
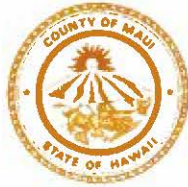


RICHARD T. BISSEN, JR.  
Mayor

JOSIAH K. NSHITA  
Managing Director



DEPARTMENT OF MANAGEMENT  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.mauicounty.gov](http://www.mauicounty.gov)

September 20, 2024

Honorable Richard T. Bissen, Jr.  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

 9-23-24  
Mayor Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura, Chair  
Budget, Finance, and Economic Development Committee  
Maui County Council  
County of Maui  
Wailuku, Hawaii 96793

Dear Chair Sugimura:

**SUBJECT: BILL 124 (2024), AMENDING THE FISCAL YEAR 2025 BUDGET: ESTIMATED REVENUES; DEPARTMENT OF MANAGEMENT (MANAGEMENT PROGRAM); AND CAPITAL IMPROVEMENT PROJECTS, DEPARTMENT OF MANAGEMENT (WAILUKU-KAHULUI COMMUNITY PLAN AREA, FITNESS COURTS) (BFED-100)**

We are in receipt of your correspondence dated September 18, 2024 and provide the following responses:

1. Please provide a copy of the RFP and the proposal received from Aanko Technologies, Inc., relating to the security study.

*Response: Attached is the proposal for Aanko Technologies, Inc., as well as the RFP and its Addendums for the Security Risk Assessment.*

2. Explain why the selected vendor was chosen over the other bidders.

*Response: The panel has selected Aanko Technologies, Inc. based on their competitive bid and alignment with the security needs of the County of Maui.*

*Chair Yuki Lei Sugimura  
Budget, Finance & Economic  
Development Committee  
September 20, 2024  
Page 2*

*Aanko Technologies, Inc. will conduct a comprehensive security risk assessment of county-owned and leased facilities and develop a security master plan that outlines recommended improvements, including implementation strategies and potential costs for any necessary physical security upgrades identified during the assessment. Additionally, they will prepare a comprehensive Request For Proposal (RFP) with the objective of acquiring security system hardware and software that best meets the COM needs. Other proposals received were focused on services outside the scope of our requirements.*

Thank you for your attention to this matter. Should you have any questions, please contact me at ext. 7855.

Sincerely,



**JOSIAH K. NISHITA**  
Managing Director

cc: Lesley Milner, Budget Director

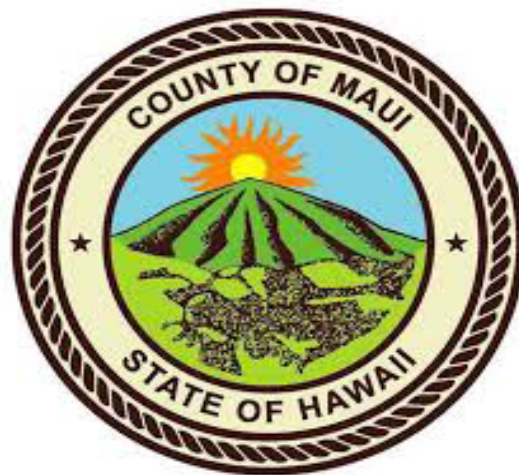
Request for Proposal

# Physical Security Risk Assessment

County of Maui - Department of Management

RFP NO. 23-24/P-158

June 25, 2024



**PREPARED BY**

Steve Longoria  
Chief Executive Officer  
Aanko Technologies, Inc.  
1320B South Main St., Ste 191  
Salinas, CA 93901  
415.408.8004  
steve.longoria@aanko.com

**PREPARED FOR**

Jared Masuda  
Central Purchasing Agent  
County of Maui, Department of Finance  
2145 Wells Street, Suite 104  
Wailuku, HI 96793  
808.463.3816  
Jared.masuda@co.maui.hi.us



## TABLE OF CONTENTS

<b>Letter of Transmittal</b>	<b>3</b>
<b>Offeror's Profile</b>	
* <b>Company Background</b>	<b>5</b>
* <b>Key Personnel</b>	<b>8</b>
* <b>Experience</b>	<b>16</b>
<b>Work Plan and Approach</b>	<b>23</b>
<b>Cost</b>	<b>26</b>
<b>Schedule</b>	<b>27</b>
<b>References</b>	<b>28</b>
<b>Appendices</b>	
* <b>Project Reference Letters</b>	<b>29</b>
* <b>Team Certifications</b>	<b>30</b>
* <b>Addendum Confirmations</b>	
o <b>Addendum 1</b>	<b>36</b>
o <b>Addendum 2</b>	<b>37</b>
o <b>Addendum 3</b>	<b>38</b>
o <b>Addendum 4</b>	<b>39</b>

Steve Longoria  
Chief Executive Officer  
Aanko Technologies, Inc.  
1320B South Main St., Ste 191  
Salinas, CA 93901  
415.408.8004  
steve.longoria@aanko.com

June 25, 2024

Jared Masuda  
Central Purchasing Agent  
County of Maui, Department of Finance  
2145 Wells Street, Suite 104  
Wailuku, HI 96793  
808.463.3816

Dear Mr. Masuda and the Selection Committee,

Aanko Technologies, Inc. (Aanko) is writing to express our interest in responding to the request for proposals (RFP 23-24/P-158) for conducting a Physical Security Risk Assessment for County-owned, leased, and otherwise occupied buildings, as issued by the Department of Management of Maui. With over twenty-four years of extensive experience in Security Risk Assessments, we are confident our ability to provide the County of Maui (COM) with a comprehensive and robust security assessment that will enhance and complement the County's existing security measures, efforts, and protocols.

The Aanko team brings the following qualifications:

- \* **Experience** - We have successfully conducted numerous Physical Security Risk Assessments for various governmental and private sector clients over the past decade. Our teams experience spans a wide range of facilities, including office buildings, healthcare institutions, and critical infrastructure, ensuring familiarity with diverse security needs and challenges.
- \* **Technical Expertise** - Our assessments are rooted in industry best practices and standards, including those set forth by the Department of Homeland Security (DHS) and the International Organization for Standardization (ISO). Our approach integrates advanced security technologies and methodologies to identify potential vulnerabilities and recommend effective mitigation strategies.
- \* **Data Security and Confidentiality** - We understand the sensitive nature of this project and the imperative of safeguarding all project communications and documents. Our team and I adhere to stringent data security and confidentiality protocols, ensuring that all information is handled with the utmost care and protection.
- \* **Project Management and Vendor Procurement** - Beyond risk assessments, we have substantial experience in assisting clients with procuring and contracting security vendors. We will work closely with the County to identify, evaluate, and select the most suitable security vendor, ensuring that the chosen vendor aligns with the County's security objectives and budgetary constraints.

In our previous projects, we have consistently demonstrated an ability to deliver thorough and actionable security assessments, providing clients with clear, practical recommendations that significantly improve their security posture. Our commitment to excellence and detail-oriented approach ensures that all aspects of physical security are meticulously examined and addressed.

The Aanko team is excited about the opportunity to work with the County of Maui and contribute to the enhancement of its security measures. Enclosed with this letter, please find our detailed proposal, which includes our methodology, project timeline, and budget estimate. We certify that we are willing and able to obtain the compliance certifications for the following:

- \* Tax Clearance Certificate
- \* DLIR Certificate of Compliance
- \* Certificate of Good Standing from the DCCA

This proposal is valid for ninety (90) days. We look forward to discussing how our expertise can best serve the County's needs.

Thank you for considering our proposal. I am available at your earliest convenience for any further discussions or to provide additional information.

Sincerely,



Steve Longoria, CCP, CPP, CPE, CPM, CBPATS, CPTED, TLO  
Chief Executive Officer  
415.408.8004  
steve.longoria@aanko.com

## OFFEROR'S PROFILE - COMPANY BACKGROUND

### **Year Founded**

1997

### **Year Incorporated**

2001

### **Organizational Type**

S Corporation

### **Number of Employees**

30

### **Office Locations and Size:**

#### **Salinas Office**

1320B South Main St., Ste 191  
Salinas, CA 93901  
Employees: 12

#### **Vacaville Office**

607 Elmira Rd. Ste. 191  
Vacaville, CA 95687  
Employees: 6

#### **Huntington Beach Office**

5267 Warner Ave., Suite 111  
Huntington Beach, CA 92649  
Employees: 2

#### **Texas Office**

700 Louisiana St., Suite 3950  
Houston, Texas 77002  
Employees: 4

#### **Washington Office**

2419 SW 316th St.  
Federal Way, WA 98023  
Employees: 6

### **FIRM PROFILE**

Aanko Technologies Inc. (Aanko) is a leading consulting and training provider, established on June 17, 1997. The firm was incorporated in California as a Minority and Veteran-Owned Small Business in 2001 and in 2022 Aanko expanded to Washington state and Texas. With its main office in California, Aanko operates from five offices nationwide.

The firm specializes in safety, security, and emergency management, with additional service offerings in Business Continuity, Policies and Procedures development, to enhance client and community safety and resilience.

### **KEY SERVICES**

Aanko Technologies offers a comprehensive suite of services focused on threat vulnerability assessment, security assessment, security design, and security master planning. These services are delivered to local, regional, state, and federal agencies, including cities, counties, and ports.

#### **Threat and Vulnerability Assessment (TVA)**

Aanko conducts in-depth assessments to identify security threats and vulnerabilities across various sectors, including government facilities.

The TVA process involves surveying leadership and employees to gauge current security culture, analyzing existing security functions, and identifying potential improvements.

#### **Security Master Plan (SMP) Development**

Our team conducts system security needs assessments (SSA) that result in development of site security templates / standards for the assets within the Project Scope. The templates incorporate physical security, security systems, cybersecurity (of systems connected the internet of things), and users (employees on site, guards, etc.).

The SSA produces assurance that the security requirements needed for a given asset can be met in the implemented system. In the SSA, the critical infrastructure needs are identified including power, door hardware, surveillance, technology wall space, network capacity, and latency. This includes:

1. Review existing ACWD technology infrastructure to validate security upgrade potential or lack thereof. This includes a review of existing security system communication and network diagrams as follows:
  - \* System-wide Communication System architecture and within existing facilities.

## OFFEROR'S PROFILE - COMPANY BACKGROUND

- \* Existing Electronic Security Systems at existing facilities.
  - \* Existing Access Control Systems at existing facilities.
  - \* Conduct System Needs Analysis and Gap Analysis.
  - \* Conduct of a functionality test that includes a plan on how to get all systems functioning properly.
2. Development of equipment, software, communications, infrastructure, and maintenance recommendations. Aanko requires clients to provide documentation for any existing systems and security programs or those projected already under the Capital Improvement Programs. This includes drawings, system as-builts, and operation and maintenance manuals. These documents serve as additional verification for our SSA recommendations.

The developed site templates / standards include all the elements requested in an RFP as a minimum, in addition to any additional needs resulting from the SSA: The minimums are:

- \* Existing and required support (electrical, network) infrastructure and back-up support (uninterrupted power supply, batteries)
- \* Physical security (gates, fences, k-rail, bollards, doors, windows, locking mechanisms, lighting)
- \* Security systems (access control, video monitoring, fire suppression and alarm, burglar alarm)
- \* Cyber security (network, communication links) of systems
- \* Manufacturer / make / model (card readers, cameras, license plate readers, intercoms, controllers, servers, speakers, locks, smoke/ heat sensors, sprinklers, sirens, strobes, monitoring systems, door contacts, motion sensors, perimeter beams)
- \* Staffing (ID those who would access the sites and/or use the systems at the sites, ID those who would be involved in centralized monitoring, maintenance, incident response)
- \* System Upgrade Integration Plans to integrate security systems county-wide. These identify issues of existing electric and technology network infrastructure and needed infrastructure
- \* Staffing Plan: Develop a staffing plan that identifies the number of County full-time staff and contracted staff required for current and recommended Security Program improvements. Staffing of security includes involvement in the production of:
  - o Design, policy, SOPs, contracts, investigations (Management and Supervisory Staff)
  - o Preventative and responsive maintenance of systems
  - o Responses to incidents, systems' troubleshooting / maintenance alarms, and employee security detail requests

The final Security Master Plan format often contains the following elements, in addition to other information that may be requested from a client:

- \* Executive Summary
- \* Assessment Findings
- \* Description of industry best practices
- \* Areas where the client is in line with or exceeds best practices
- \* Areas where the client can make improvements (with specific recommendations for improvement)
- \* Site Security Templates
- \* System Integration Plan
- \* Staffing Plan Implementation Plan



## OFFEROR'S PROFILE - COMPANY BACKGROUND

### SMP Implementation

Our Team works with client staff to develop an Implementation Plan of the Security Master Plan that will include identification of Physical, Operational and Technological Security Standards for the Project facilities such as:

- \* Recommended security system programs that operate 24 hours per day, 365 days per year
- \* Comprehensive interior and exterior sensing Alarm Systems
- \* Duress Alarms (Panic Buttons) at identified high threat locations (high threat identification validated from Security Assessment)
- \* Addressable security alarm control panels that offer built-in dual path communications
- \* PACS (Physical Access Control Systems) at building exteriors and inner controlled/restricted area entry points within buildings, with existing Proximity Card integration and functionality and User-designated access control enable/disable features
- \* Entry control point enhancements (Door and Hardware)
- \* Access gates (Driveway and Pedestrian)
- \* Security System Operations and Maintenance Requirements, including the recommendation for a comprehensive training program for identified staff to allow for security system integration into ongoing services, maintenance, and support

Our Implementation Plans include, at a minimum:

- \* Objectives
- \* Priorities
- \* Timelines; including a phased security recommendation implementation strategies (short-term and long-term) with detailed security design cost estimates for recommended measures
- \* How to design and install upgrades at sites based off the templates
- \* How to update and integrate systems based off the plan
- \* Staffing and resources needed both during Security Master Plan implementation and once the project is completed for the regular operatively of the client's security
  - o Project leads
  - o Project support
  - o Project Monitor and Control Tools, including relevant key performance indicators (KPIs) and other relevant control metrics
  - o Alternative implementation modalities

## OFFEROR'S PROFILE - ASSIGNED TEAM

The proposed Aanko + Salas O'Brien team members have successfully partnered on projects for over 13-years bringing a depth of knowledge, expertise, qualification, and commitment to clients that has resulted in long-term engagements, supporting clients through the subsequent next phases of security program evolution. Below are the team members for this engagement:



Steve Longoria,  
CCP, CPP, CPE, CPM, CBPATS, CPTED, TLO  
Aanko Technologies

**Principal-in-Charge / Lead Project Manager**



Mike Mello,  
CPP, CBPATS, HSEEP  
Aanko Technologies

**Assistant Project Manager**



Vic Artiga  
Aanko Technologies

**Subject Matter Expert  
Security Assessor**



Nick Heywood  
CPD, PMP  
Salas O'Brien

**Subject Matter Expert  
Security Assessor**



Eric Scholten  
Salas O'Brien

**Subject Matter Expert  
Security Assessor /  
Designer**



Joy Lopez  
Salas O'Brien

**Subject Matter Expert  
Security Designer**

## OFFEROR'S PROFILE - ASSIGNED TEAM

- 1. Steve Longoria, CCP, CPP, CPE, CPM, CBPATS, CPTED, HSEEP, TLO**, will be the Lead Project Manager. Steve will lead all facets of the project, including schedule, budget, communication with the County Project Manager, Task validation, assessment execution, deliverable completion and final project closeout. Steve has over 40 years of security experience at the federal, state and local (County and City) levels. Steve holds designation as an ASIS Certified Protection Professional; the world's highest professional security designation. His security technology expertise spans physical and cybersecurity. His Security Master Planning within the last 5 years includes county facilities in California (Alameda, Los Angeles, Merced, Riverside, San Bernardino, San Mateo), Illinois (Cook), and Washington (Whatcom), and State facilities in California. Steve will have 237 estimated hours for this engagement.
- 2. Michael "Mike" Mello, CPP, CBPATS, HSEEP**, will be our Security Technical Lead from Aanko. Mike has been with Aanko for 3 years, and worked with Aanko when he was with another firm for 5 years prior. Mike holds certification as a Certified HSEEP Designer and Evaluator, and Certified Best Practices Anti-terrorism Security (CBPATS), through Federal DHS. Mike is also a Certified Protection Professional, through ASIS, the security industry leader, and the highest professional credential in the security industry worldwide. His responsibilities include assisting Steve and the team with conducting the security threat assessment and developing recommended security master plan elements resulting from the assessment. Mike will also lead the electronic security lifecycle analysis portion of the assessment. Mike will have 247 estimated hours for this engagement.
- 3. Victor "Vic" Artiga, CPD, HSEEP, will be a Security Subject Matter Expert (SME)** from Aanko. Vic has been with Aanko for 11 years. Vic holds a certification as a Certified Crime Prevention Through Environmental Design Practitioner. His responsibilities include assisting the team with conducting the security assessment and developing recommended security master plan elements resulting from the assessment. Vic will have 246 estimated hours for this engagement.
- 4. Nick Heywood, PMP, CPD, Subconsultant from Salas O'Brien**, will be a Security Assessor SME. Nick and Salas O'Brien have partnered with Aanko on projects across the USA for the last 13 years, primarily in the security assessment and security design industry. Nick holds certification as a Certified Project Management Professional, and Certified Crime Prevention Through Environmental Design Practitioner. His responsibilities include assisting Mike in the electronic security lifecycle analysis portion of the assessment. Nick will also lead development of the recommendations cost estimate for the security master plan elements resulting from the security threat assessment. Nick will have 227 estimated hours for this engagement.
- 5. Eric Scholten, Subconsultant from Salas O'Brien** will be a Security Assessor and Designer. His experience is in critical infrastructure including Kaiser Permanente within the State of Hawaii. Eric has over three decades of experience performing security risk assessments along with designing low-voltage security systems. Eric will have 181 estimated hours for this engagement.
- 6. Joy Lopez, Subconsultant from Salas O'Brien as a Senior Engineer in low voltage** will be a Security Designer SME. She has over 30+ years in the security industry conducting physical security risk assessments, developing mitigation strategies, and preparing requests for proposals for clients. Joy will have 222 estimated hours for this engagement.

# Steve Longoria

CCP, CPP, CPE, CBPATS, CPTED, HSEEP, TLO



## Project Manager

### AREAS OF EXPERTISE

- Safety & Security
- Emergency Management
- Strategic Planning
- Training & Exercise

### YEARS OF EXPERIENCE

- With Aanko: 24
- With Others: 21

### EDUCATION

- Graduate Certificate/  
Industrial Safety/University  
of Washington
- Masters Certificate/  
Hazardous Materials/UC  
Davis
- BS/Education &  
Development/Southern  
Illinois University
- Security Leadership/US Air  
Force
- Safety Leadership/US Air  
Force

### CERTIFICATIONS

- Certified Counterterrorism  
Planner/Israel Defense  
Force
- Certified Protection  
Professional-ASIS
- Certified Crime Prevention  
Through Environmental  
Design
- Certified Project Manager/  
BrainBench Inc.
- Certified Homeland Security  
Exercise Designer
- Certified Best Practices  
Antiterrorism Security  
(DHS)

### BIO

A senior career executive with over 40 years of progressive and highly successful experience in leading organizations. Uniquely people and process-oriented with the ability to analyze organizational protocols and develop teams to position human and capital resources for increased collaboration and long-term success. Only person in Department of Defense history officially recognized as top expert in three different career classifications: Antiterrorism, Security & Safety.

### RELEVANT EXPERIENCE

#### **Risk & Vulnerability Assessment, California Dept. of Technology (CDT) | Statewide**

Steve was the Project Manager for the Physical/Cybersecurity Interface CDT Risk and Vulnerability assessment in 2016, 2018, 2020, 2022 and 2024. Assessment conducted using methodology described in National Institute of Standards and Technology (NIST) Special Publication (SP) 800-30, Risk Management Guide for Information Technology Systems and FEMA THIRA requirements.

#### **Business Continuity Program - California Public Utilities Commission (CPUC) | California Statewide**

Program Manager creating a new Business Continuity Program from the ground up. The CPUC regulates all privately owned electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies. Continuity process involved comprehensive review of all business processes for Mission Essential Function validation across the entire state of California and a detailed Security Assessment and Business Impact Analysis.

#### **City of Weatherford, TX, Utility Security Assessment**

Project Manager conducting security assessments of electric distribution substations in Weatherford Texas in 2023. Included Threat Assessment and review of Utility Emergency Response Plan. Provided detailed cost estimates.

#### **King County Metro Transit Threat Vulnerability Assessment and Security/Emergency Management Master Plan**

Project Manager of comprehensive TVA for County-wide transit agency. Additional scope included SSMP and SSCP development. Resulted in 155 million dollar grant from the FTA. Project included detailed cost estimates.

#### **WMATA Threat Vulnerability Assessment and Security Master Plan**

Technical Lead for National Capital Region Bus and Rail transit comprehensive TVA and follow on Security Master Plan.

# Mike Mello

CCP, CBPATS, HSEEP

## Security Technical Lead



### AREAS OF EXPERTISE

- Crisis Management
- Continuity Planning
- Emergency Management
- Emergency Planning/Response
- Project Management
- Public Safety Planning & Coord.
- Security, Threat & Vulnerability, Assessments & Audits
- Security Program Management

### EDUCATION

- MBA, Louisiana State University
- BS, Business and Management, University of Redlands, California

### CERTIFICATIONS

- Certified Protection Professional (CPP), ASIS, exp. 01/31/2027
- Certified Best Practices for Anti-Terrorism Security (CBPATS)
- California State Teaching Credentials
- California Peace Officer's Standards and Training -Supervisor Certification
- Homeland Security Exercise and Evaluation Program (HSEEP)/ Department of Homeland Security

### BIO

Overview: 30 -year law enforcement professional with expertise in security risk mitigation and management, both as an educator and technology, processes, and personnel evaluator. Expertise extends to national and international projects in security strategies, emergency management, and emerging technologies. Has extensive experience in critical and high-profile incident after-action investigations. Mike is an adjunct Criminal Justice professor at Long Beach City College, CA., the University of Southern Mississippi/NCS4-INTERPOL Project STADIA program, and the FBI InfraGard program. Mike's experience is local and international in scope, with projects in Mexico, Brazil, Africa, Egypt, Jordan, and Afghanistan supporting security-related initiatives. At Aanko, his project experience is equally varied, providing managerial support and mentorship across Security and Emergency Management Services areas in a wide variety of projects.

### RELEVANT EXPERIENCE

#### **WMATA, National Capital Region | Threat Vulnerability Assessment (TVA) and Security Master Plan**

Provided Security Technical Lead services for TVA and security master plan development conducted in 2024 that included security and emergency management.

#### **City of Weatherford, TX | Utility Security Assessment**

Technical Lead conducting security assessments of electric distribution substations in Weatherford Texas in 2023. Project Threat Assessment and review of Utility Emergency Response Plan.

#### **County of San Bernardino, CA | Countywide Security Risk Assessment**

Project Lead on physical security assessments of critical properties. For largest county in the United States, after December 2015 Terrorist Attacks. Included county government offices, hospitals, school systems, and social services facilities.

#### **Government Buildings/Real Estate- City of San Jose, CA**

Project Manager leading assessment, recommendations and reporting of physical security capabilities, policies, and practices for over 30 city-owned facilities, including City Hall, Public Works Maintenance Yard, Minor League Ballpark, Convention Center, Theatres, Zoos, Museums, Libraries, and the SAP venue; home location for the National Hockey League San Jose Sharks. He developed detailed recommendations for physical and operational security implementation.

# Victor Artiga

CPD, HSEEP



Subject Matter Expert - Security

## AREAS OF EXPERTISE

- Safety & Security
- Anti and Counterterrorism
- Emergency Management
- SWAT & Hostage Negotiation
- Training & Exercise

## EDUCATION

- Masters/Terrorism and Counterterrorism Studies/ Henley-Putnam University/ San Jose, CA
- Bachelors/Criminal Justice/ San Jose State University/ San Jose, CA
- Diploma/Military Intelligence Counterintelligence Officer Course/U.S. Army Military Intelligence School/Ft. Huachuca, AZ.

## CERTIFICATIONS

- SWAT Tactical Commander

## BIO

Versatile law enforcement and intelligence leader with over 28 years of multifaceted experience in law enforcement, intelligence, counterterrorism, teaching and training development. Subject matter expert in law enforcement, intelligence, and counterterrorism operations. Joined Aanko Technologies Inc. upon retirement from Redwood City Police Department in June, 2013.

## RELEVANT EXPERIENCE

### WMATA, National Capital Region

Threat Vulnerability Assessment (TVA) and Security Master Plan  
Provided Security Subject Matter Expert (SME) services for TVA and security master plan development

### King County Metro Transit Threat Vulnerability Assessment and Security/Emergency Management Master Plan

Provided Security SME services of comprehensive TVA for County-wide transit agency. Additional scope included SSMP and SSCP development. Resulted in 155 million dollar grant from the FTA.

### California State Compensation Fund.

Lead Trainer for Workplace Violence and Active Shooter training of over 5000 staff and leadership personnel throughout California.

### Contra Costa County (CA) Critical Infrastructure Assessments Contra Costa County, CA.

Technical Lead for Contra Costa County infrastructure assessments through the Sheriff's Office. Part of these assessment requirements were audit and analysis of generation facilities, water and wastewater sites, office buildings, and remote access for over 200 sites countywide.

### California Employment Development Department (EDD)- Statewide

Conducted statewide security risk assessments of critical EDD facilities. Wrote assessment reports for 15 facilities and an enterprise-level report identifying gaps and recommendation for security improvements statewide.

### Risk & Vulnerability Assessment, California Dept. of Technology (CDT) Statewide

Technical Lead for the Physical/Cybersecurity Interface CDT Risk and Vulnerability assessment in 2016, 2018, 2020 and 2022.

# OFFEROR'S PROFILE - ASSIGNED TEAM RESUME



## ✓ Nick Heywood CPD, PMP

Associate Vice President, Low-Voltage Systems

Nick has over a decade of experience serving clients as a trusted advisor to develop sustainable and scalable security programs. He has created long-term partnerships and provided security master plans, roadmaps, Division 28 standards, threat, risk, vulnerability, and security program assessments. He has supported security program evolution with further low voltage systems design including security electronics, acting as lead designer and owner's representative.

### YEARS OF EXPERIENCE

10 Years

### PROJECT ROLE

Low-Voltage Systems Project Manager

### EDUCATION

BA, Business Administration (Honors),  
Huddersfield University, England

### CERTIFICATIONS

Crime Prevention Through  
Environmental Design Professional  
Designation

Project Management Professional  
(PMP) #2183755

### PROFESSIONAL AFFILIATIONS

Project Management Institute

### RELEVANT EXPERIENCE

#### Rancho Cucamonga Courthouse RANCHO CUCAMONGA, CA

Security assessment, electronics design, and construction administration services.

#### Shasta County Courthouse REDDING, CA

Security assessment, electronics design, and construction administration services.

#### Shasta County New Redding Courthouse REDDING, CA

Security electronics design, and construction administration services.

#### Providence Public Schools PROVIDENCE, RI

Delivered a security technology only baseline conditions assessment report of 37 schools to the district to serve as a starting point of understanding of existing measures, pre investment in a districtwide security electronics upgrade project. Review of access control, intrusion detection, video surveillance, visitor management, intercom and public address elements were documented in a cloud-based platform with photo, observation, and recommendation. The outcome of the project supported district visibility of existing operations, prior investment, potential to repurpose systems, and identify gaps in security technology deployment across schools. Additional peer review of design drawings was provided, and subject matter expertise provided in review of operational application of security electronics.

#### Fremont Unified School District (40 Schools) FREMONT, CA

Provided a districtwide security technology review of existing systems with focus on determining the sustainability, scalability, unification capability of existing systems. Systems included access control, intrusion detection, video surveillance, visitor management, mass communications.

#### San Jose Evergreen Community College District SAN JOSE, CA

Originally assessed 3,000 doors, hardware, all access control, intrusion detection and video surveillance devices across the district to create a complete cloud-based database of doors, hardware and security electronics devices deployed. Performed lighting assessments to evaluate existing conditions, identify gaps in illumination, and ability for lighting to support the wider security program. Created a district security master plan, with subsequent refresh and developed districtwide Division 28 Standards. Provided complete design-bid-build security electronics packages including Department of State submittal for access control, video surveillance and intrusion detection. Served as the owner's representative on construction projects closing out with complete systems commissioning ensuring contractors install systems as per the design and specifications.

# OFFEROR'S PROFILE - ASSIGNED TEAM RESUME



## Eric Scholten

Vice President, Low-Voltage Systems

Eric has over three decades of experience with security and technology design including low-voltage systems. His expertise includes door hardware, operations, crime prevention through environmental design (CPTED), Fire and Building Codes, and State of Hawaii Department of Planning & Permitting interaction and project submission. Eric is a leader that remains focused on quality design and innovation of workflow and process, leveraging efficiency while not compromising on quality.

### YEARS OF EXPERIENCE

30 Years

### PROJECT ROLE

Low-Voltage Systems Project Manager

### EDUCATION

AA in Liberal Arts, Ohlone College, Fremont, CA

### RELEVANT EXPERIENCE

**Board of Water Supply PEARL CITY, HA**  
*Project manager (Design – Permit) and responsible designer of access control, video surveillance and tele/data network systems to support the construction of a Microbiology Lab at the existing Manana facility located in Pearl City.*

**University of West Oahu Allied Health Building KAPOLEI, HA**  
*Project manager (Design – Closeout) and responsible designer of access control, video surveillance, intrusion alarm, and blue phone help point systems for the new administration & Allied Health Building located at the West Oahu campus. The new 44,000 sqft. facility featured classrooms and labs along with administrative and support spaces for the University.*

**Kaiser Permanente Pharmacy Security Master Plan ISLAND-WIDE, HA**  
*Project manager (Design – Closeout) and responsible designer of access control, video surveillance, and intrusion alarm systems for a complete platform upgrade at 15+ locations throughout the Islands The project consisted of an assessment of exiting conditions, gap analysis and full design documents to bring each facility in line with the Owner's project requirements and standards.*

### **Kaiser Permanente Clinic Security Master Plan ISLAND-WIDE, HA**

*Project manager (Design – Closeout) and responsible designer of access control, video surveillance, and intrusion alarm for a complete system upgrade at 19+ locations throughout the Islands The project consisted of an assessment of exiting conditions, gap analysis and full design documents to bring each facility in line with the Owner's project requirements and standards.*

### **Kaiser Permanente Kapolei Clinic KAPOLEI, HA**

*Project manager (Design – Closeout) and responsible designer of access control, video surveillance, and intrusion systems for a new green field 40,000 sqft. clinic in Kapolei.*

### **Kaiser Permanente EWA Tower HONOLULU, HA**

*Project manager and responsible designer of access control, video surveillance, infant protection and intrusion for the new Ewa Tower and the Owner's existing Moanalua Medical Center.*



# OFFEROR'S PROFILE - ASSIGNED TEAM RESUME



## ✓ Joy Lopez

Associate Vice President, Low-Voltage Systems

With over 15 years of hands-on experience in low-voltage systems design, construction project and program management, Joy has established herself as a seasoned professional within the domain of physical security systems. In her capacity, Joy offers invaluable leadership to effectively implement security goals across various sectors including educational institutions serving public works, education, commercial enterprise, and residential sectors.

### YEARS OF EXPERIENCE

15 Years

### PROJECT ROLE

Security Electronics Subject Matter Expert

### EDUCATION

MS in Business Administration, University of Phoenix

BS in Electronics and Communications Engineering, De La Salle University

### PROFESSIONAL AFFILIATIONS

Project Management Institute

### RELEVANT EXPERIENCE

#### San Jose Evergreen Community College District SAN JOSE, CA

Originally assessed 3,000 doors, hardware, all access control, intrusion detection and video surveillance devices across the district to create a complete cloud-based database of doors, hardware and security electronics devices deployed. Performed lighting assessments to evaluate existing conditions, identify gaps in illumination, and ability for lighting to support the wider security program. Created a district security master plan, with subsequent refresh and developed districtwide Division 28 Standards. Provided complete design-bid-build security electronics packages including Department of State submittal for access control, video surveillance and intrusion detection. Served as the owner's representative on construction projects closing out with complete systems commissioning ensuring contractors install systems as per the design and specifications.

#### San Diego State University SAN DIEGO, CA

Engaged by the university to provide access control and intrusion detection system head-end cutover design and specification documents transitioning from one system to another, selected by the university and district mid construction. Coordination with owner, general contractor, architect, and security integrator occurred to provide efficient

design turnaround without delay impact on the project. Point-to-point drawings plus panel and device schedules supported systems installation and programming parameters by the security contractor. Comprehensive final systems testing was conducted to verify that edge devices communicated to head panels and the system functioned as per design and specifications.

#### San Lorenzo Unified School District (16 Schools) ALAMEDA COUNTY, CA

Conducted a comprehensive campus and districtwide security technology site survey assessment, with focus on the evaluation and identification of risk and vulnerable areas to facilitate the upgrade of the video surveillance system. Acted as the owner's representative, providing ongoing review and evaluation support throughout the project implementation process, from system design through the full construction administration process. Coordinated system vendor interviews and selection procedures customized to the client's needs, resulting in the identification of the optimal system to mitigate video risks, subsequently chosen for districtwide implementation. The final deliverable encompassed the design of a comprehensive design-build bridging document and development of Division 28 specification that aligned with districtwide security technology standards, specifications, addressed vulnerable areas, and contributed to a phased master plan for standardized security measures.

**OFFEROR'S PROFILE - EXPERIENCE**

**KING COUNTY METRO TRANSIT DISTRICT TVA AND MASTER PLAN | SEATTLE, WASHINGTON**

In 2019, Aanko provided a Threat and Vulnerability Assessment (TVA), a physical security gap analysis, a safety and security climate and culture assessment, and a physical, electronic, and procedural security master plan. The master plan identified threats, risks, and security deficiencies, recommended mitigation strategies, reviewed policies and procedures, and provided enhancements, established implementation priorities and phasing, and provided detailed construction cost estimates for each facility to enable grant funding and transit budget development.



**KING COUNTY METRO MADISON G-LINE | SEATTLE, WASHINGTON**

In 2019 and 2020, Aanko provided a Safety & Security Management Plan (SSMP) in order to meet the goals of King County Metro Transit and the System Safety and Security Program (SSSP), which was required to meet the compliance criteria under the Federal Transit Administration (FTA) guidelines for the Madison Street G Line bus expansion. Aanko's efforts led to King County Metro gaining over 155 million dollars in transit grant funding from the Federal Transit Administration.



**REFERENCE**

**Neil Crosier**

Superintendent, Security and Emergency Management  
King County Metro Transit  
901 5th Avenue Seattle, Washington 98164  
206.477.5917  
neil.crosier@kingcounty.gov

**Contract No#: 6121640**

District TVA and Security and Emergency Management Master Plan  
Start: January 2019 End: March 2020

**Contract No#: 6121640, Change #1**

SSMP and SSCP Development  
Start June 2019 End: March 2020

## OFFEROR'S PROFILE - EXPERIENCE

### MERCED COUNTY EMERGENCY MANAGEMENT PROGRAM | CALIFORNIA

Aanko was selected in 2023-2024, to conduct a County-wide Threat Hazard Identification and Risk Assessment, Stakeholder Preparedness Review (THIRA/SPR), create new Department Continuity of Operations Plans (COOP) Countywide (15) and update Emergency Operations Plans (EOP) for each respective City (6) and the County as a whole.

The project also includes the development of 12 Annexes to the County EOP and 17 Emergency Support Functions (ESFs), to align the County EOP with the California State Emergency Plan. This Project is ongoing.

The project engaged public and private sector stakeholders in evaluating threat and hazard impacts to the built, social, and natural environment; public health; and the regional economy. The THIRA/SPR is generating capability gaps with quantitative-based information as well as information about what/where/who is of greatest concern to the community and the county's hazard exposure. Information about adaptive capacity and sensitivity based on POETE (Planning, Organizing, Equipping, Training and Exercise) is being used to develop the County's and respective County Cities' Emergency Operations Plan(s). Based on a combination of experience, forecasting, subject matter expertise, and other available resources, Aanko developed a list of threats and hazards that could affect Merced County. Aanko is assisting the County in establishing capability targets to determine the level of capability that the community plans to achieve over time in order to manage the threats and hazards it faces by identifying impacts, objectives, and timeframe metrics, along with areas of funding sources to close capability gaps. This Project is ongoing.

### REFERENCE

#### Adam Amaral

County Emergency Manager  
Merced County  
3500 Apron Avenue  
Atwater, CA 95301  
209.761.1974  
adam.amaral@  
countyofmerced.com

#### Contract No#: 2023016

Threat Hazard Identification & Risk Assessment (THIRA) and Emergency Plans/Continuity Plans Development  
Start: April 2023  
End: Ongoing



**OFFEROR’S PROFILE - EXPERIENCE**

**COUNTY OF SHASTA | REDDING, CA**

Aanko Technologies provided a threat, risk, and vulnerability assessment of the County of Shasta Administrative Office at 1450 Court St, Redding, CA. The comprehensive evaluation included reviewing all exterior and interior facility space, focusing on risk management of identified built environment and operational vulnerabilities and potential internal and external threat factors. County departmental operations were observed, and key facility and departmental stakeholders interviewed for individual perspective regarding safety and security at the facility. A detailed report with risk prioritization was issued, with supporting roadmap of activity and cost analysis allowing County visibility of future safety and security improvement budgetary needs.

**REFERENCE**

**Bryce Ritchie**  
Administrative Analyst/Project  
Manager  
1450 Court St.  
Redding, CA 96001  
530.782.4456



**ALAMEDA COUNTY WATER DISTRICT | ALAMEDA, CA**

Aanko as Lead, with Steve Longoria at the helm, along with KPPF, is providing Safety, security and civil engineering services to support a Security Master Plan and Implementation Plan for the Alameda County Water District (ACWD). The project is being performed over four phases: Assessment Phase (Phase 1) underway, Security Master Plan Development (Phase 2), Implementation Plan (Phase 3), and Optional Services (Phase 4). The project objective is to protect the District’s potable water system through improvements to physical barriers, access, and surveillance across 12 District sites.

**REFERENCE**

**Jake Reed**  
Director, Safety and Emergency  
Management  
43885 S. Grimmer Blvd.  
Fremont, CA 94538  
Phone: 510.504.0230  
Email: jacob.reed@acwd.com



# OFFEROR'S PROFILE - EXPERIENCE

## WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY 2021-2024 | WASHINGTON, DC

In 2021, Aanko was selected to provide a large-scale, system-wide, comprehensive threat and vulnerability assessment for the Washington Metropolitan Area Transit Authority (WMATA), the second largest transit system in the U.S. Our team of assessment experts were deployed to each transit site to walk railway tracks, bus lines, interview key stakeholders, and partner with transit leadership in order to assess system vulnerabilities. Our team was again selected by WMATA's in January 2024 to complete a system-wide Security Master Plan (ongoing).

## REFERENCE

**Thomas E. McGuire**  
Director, Office of Security and Infrastructure  
Metro Transit Police Department  
4100 Garden City Drive, Office 303-3  
Hyattsville, Md 20785  
202-962-1296  
Temcguire@wmata.com

**Contract No#: CMTDP211044**  
Threat Vulnerability Assessment and Security Master Plan  
Start: May 2021 End: Ongoing



## OFFEROR'S PROFILE - EXPERIENCE

### CALIFORNIA DEPARTMENT OF TECHNOLOGY | RANCHO CORDOVA, CALIFORNIA

Aanko was selected to conduct an Enterprise-wide Business Continuity Risk and Vulnerability Assessment at the Cyber and Physical Interface in 2016, 2018, 2020, 2022 and again in 2024. Aanko assessed all physical infrastructure systems within the California Enterprise Architecture, as well as the state's central and secondary data centers, including information, information systems, human capital, financial, department-wide infrastructure, 3rd party vendor access and service and system contracting and acquisition processes.

Aanko validated existing, and recommended, security controls at the governance (Tier 1), Systems (Tier 2) and Environment of Operations (Tier 3) Levels for the Technology Recovery Plan and Continuity Plan.

The resulting report enables the department to upgrade security controls throughout the enterprise and determine security controls at other state departments that interface with the Data Centers.

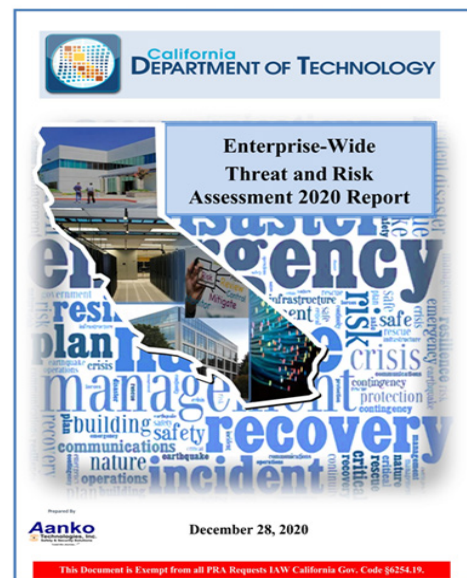
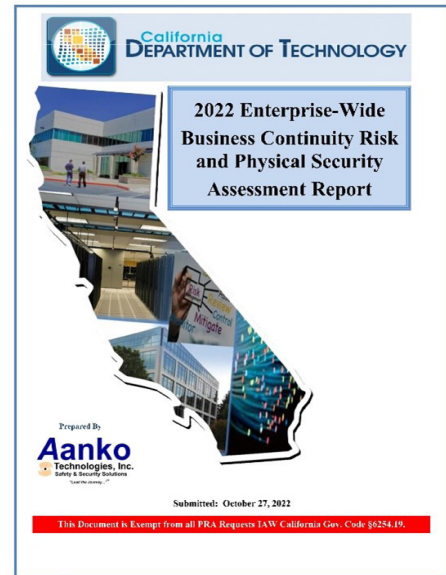
### REFERENCE

#### Jeffrey Skidmore

Manager Business Continuity Unit  
California Department of Technology  
P.O. Box 1810  
Rancho Cordova, CA 95741  
916.431.540  
jeffrey.skidmore@state.ca.gov

#### Current Contract No#:21-14205

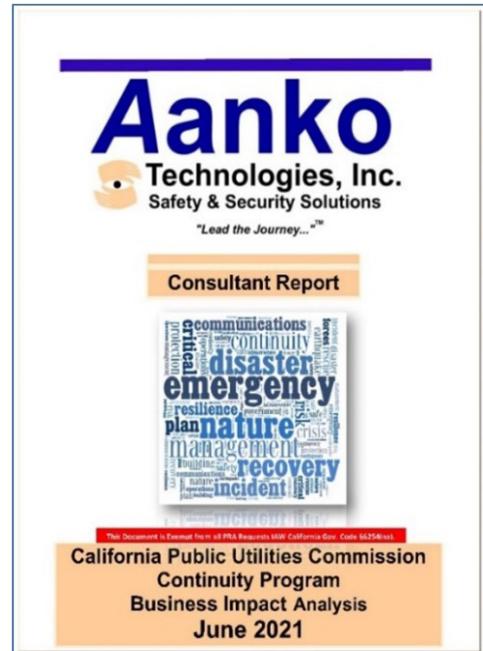
Threat and Risk Assessment  
Start: May 2016 End: Ongoing



## OFFEROR'S PROFILE - EXPERIENCE

### CALIFORNIA PUBLIC UTILITIES COMMISSION (CPUC) BUSINESS CONTINUITY PROGRAM | CALIFORNIA STATEWIDE

Aanko was selected by the CPUC in 2021 to create a new Business Continuity Program from the ground up. The CPUC regulates all privately owned electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies in the state. This continuity process involved development of a comprehensive review of all business processes for Mission Essential Function (MEF) validation across the entire state and a detailed Business Impact Analysis. Creation of a Business Continuity Program Standard, Business Continuity Executive Steering Committee Charter, and stand up of a new Business Continuity Office followed. Business Resumption Plans and a new Enterprise-Wide (statewide) Continuity of Operations Plan were completed in 2023.

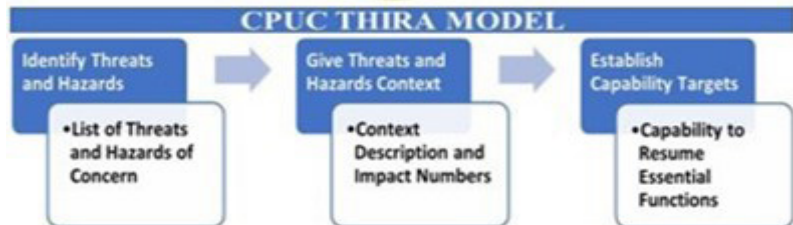


### REFERENCE

Daniel Dias  
Chief, Facilities Division  
Management Services Branch,  
Administrative Services Division  
California Public Utilities Commission  
400 R St, Suite 250  
Sacramento, CA 95811  
(916) 894-5637  
Daniel.Dias@cpuc.ca.gov

#### Contract No#20NS0544

Business Continuity  
Program | California Statewide  
Start: June 2021 End: November  
2023



# OFFEROR'S PROFILE - SUBCONTRACTOR

### Salas O'Brien Contact

Nick Heywood  
AVP Low Voltage Systems  
8825 Research Drive  
Irvine, CA 92618  
669.252.3621  
nick.heywood@salasobrien.com

Salas O'Brien is an engineering and technical services firm focused on advancing the human experience through the built environment. We help clients achieve critical goals, advance team members through growth and opportunity, and operate at the center of important global issues, including sustainability and decarbonization.

### Applying technical mastery and market vision

**80+**  
Offices throughout North America

We have the objectivity to question assumptions, the versatility to embrace every problem's unique nature, and the experience to challenge the status quo. We approach every project with a comprehensive view, focused on achieving high quality, lasting relationships, and a sustainable future.

**450+**  
Registered professionals

### Helping clients adapt to a changing world

**2,750+**  
Passionate team members

We provide a full range of engineering and technical consulting services. From quick-turn projects to the most complex systems, our team is dedicated to providing quality solutions that deliver long-term value.

### Security Services

- \* Safety and Security Climate Surveys
- \* Security and Threat Assessments
- \* Physical Security Audits
- \* Security Master Planning (SMP)
- \* SMP Implementation Plans
- \* SMP RFP Development and Construction Management
- \* Cyber/Physical Protection Measures
- \* Response/Recovery Plans
- \* Employee Awareness Education & Training
- \* Tabletop and Functional/Full Scale Exercises
- \* Technology
  - o Audio/Visual
  - o IT Infrastructure
  - o Network Design
  - o Security Systems



## WORK PLAN & APPROACH

### Work Plan and Project Approach

Per the requirements of the RFP this work plan has been developed concisely and outlines a systematic approach to enhancing facility security, from initial project management to the implementation of physical improvements and procurement of necessary systems. Each task is designed to build on the previous one, ensuring a thorough and coordinated effort to improve security across all County facilities within the Project Scope.

#### Task 1: Project Initiation and Management

**Objective:** Establish project framework, management structure, and communication channels.

**Subtasks:**

- \* Define project scope, objectives, and deliverables.
- \* Form the project team and assign roles and responsibilities.
- \* Develop a detailed project plan and timeline.
- \* Establish communication protocols and reporting mechanisms.
- \* Conduct a project kickoff meeting with all stakeholders.

**Approach:**

- \* Create a comprehensive project charter.
- \* Use project management software to track progress and milestones.
- \* Schedule regular meetings to ensure alignment and address any issues promptly.
- \* Establish clear lines of communication among all team members and stakeholders.

#### Task 2: Develop a Comprehensive Inventory of All Security Hardware and Software

**Objective:** Catalog all existing security systems within the facilities.

**Subtasks:**

- \* Conduct site visits to inspect all facilities.
- \* Identify and document all security hardware and software in use.
- \* Record details such as location, model, functionality, and condition.
- \* Create an inventory database for easy reference and updates.

**Approach:**

- \* Use standardized templates for data collection.
- \* Utilize inventory management software to store and organize data.
- \* Ensure thorough documentation, including photographs and technical specifications.
- \* Validate inventory data through cross-checking with facility managers.

## WORK PLAN & APPROACH

### Task 3: Identify and Assess Overall Security Risks and Vulnerabilities

**Objective:** Determine security risks and the Facility Security Level (FSL) for each site.

**Subtasks:**

- \* Perform risk assessments for each facility.
- \* Identify potential threats and vulnerabilities.
- \* Evaluate the impact and likelihood of identified risks.
- \* Assign an FSL to each facility based on assessment findings.

**Approach:**

- \* Use industry-standard risk assessment methodologies.
- \* Collaborate with facility managers to gather relevant information.
- \* Conduct thorough evaluations of each facility and site.
- \* Document findings.

### Task 4: Develop Recommended Options and Associated Resources

**Objective:** Propose measures to mitigate or eliminate identified threats and vulnerabilities.

**Subtasks:**

- \* Analyze assessment results to identify critical vulnerabilities.
- \* Develop multiple mitigation strategies and solutions.
- \* Estimate resources required for each recommended option.
- \* Prioritize recommendations based on risk severity and resource availability.

**Approach:**

- \* Consult with internal Aanko and Salas security team to design effective solutions.
- \* Conduct cost-benefit analyses for each recommendation.
- \* Engage County stakeholders in the decision-making process.
- \* Present options in a clear, actionable format for stakeholder acceptance.

### Task 5: Produce a Security Risk Assessment Report and Security Master Plan

**Objective:** Compile findings and recommendations into comprehensive reports.

**Subtasks:**

- \* Draft the Security Risk Assessment (SRA) Report detailing findings and risk levels.
- \* Review and finalize the SRA report with input from stakeholders.
- \* Develop the Security Master Plan (SMP) outlining long-term security strategies from the accepted SRA report.
- \* Include detailed recommendations and implementation plans in the SMP.
- \* Review and finalize the SMP with input from stakeholders.

## WORK PLAN & APPROACH

### Approach:

- \* Follow a structured SRA report and SMP format for clarity and consistency.
- \* Ensure all findings and recommendations are well-supported by data.
- \* Use visual aids such as charts and diagrams to enhance understanding.
- \* Circulate SRA Report and SMP drafts for feedback and incorporate necessary revisions.

### Task 6: Produce Schematic Designs for Recommended Physical Improvements

**Objective:** Create preliminary designs for physical security enhancements.

#### Subtasks:

- \* Develop schematic designs based on recommended improvements.
- \* Incorporate security features such as barriers, surveillance systems, and access controls.
- \* Ensure designs comply with relevant standards and regulations.
- \* Review designs with stakeholders and make necessary adjustments.

#### Approach:

- \* Collaborate with Aanko and Salas internal architects and security consultants.
- \* Use computer-aided design (CAD) software for accuracy and detail.
- \* Present designs to stakeholders to ensure feasibility and practicality of designs.
- \* Gain stakeholder design approval.

### Task 7: Prepare a Comprehensive Request for Proposal (RFP)

**Objective:** Create an RFP to procure necessary security system hardware and software.

#### Subtasks:

- \* Draft RFP document detailing project requirements and specifications.
- \* Include criteria for vendor selection, project timelines, and budget constraints.
- \* Define evaluation criteria for proposals.
- \* Gain Stakeholder Approval for RFP completion and public release
- \* County to distribute RFP to potential vendors
- \* Assist County in managing the RFP response process.

#### Approach:

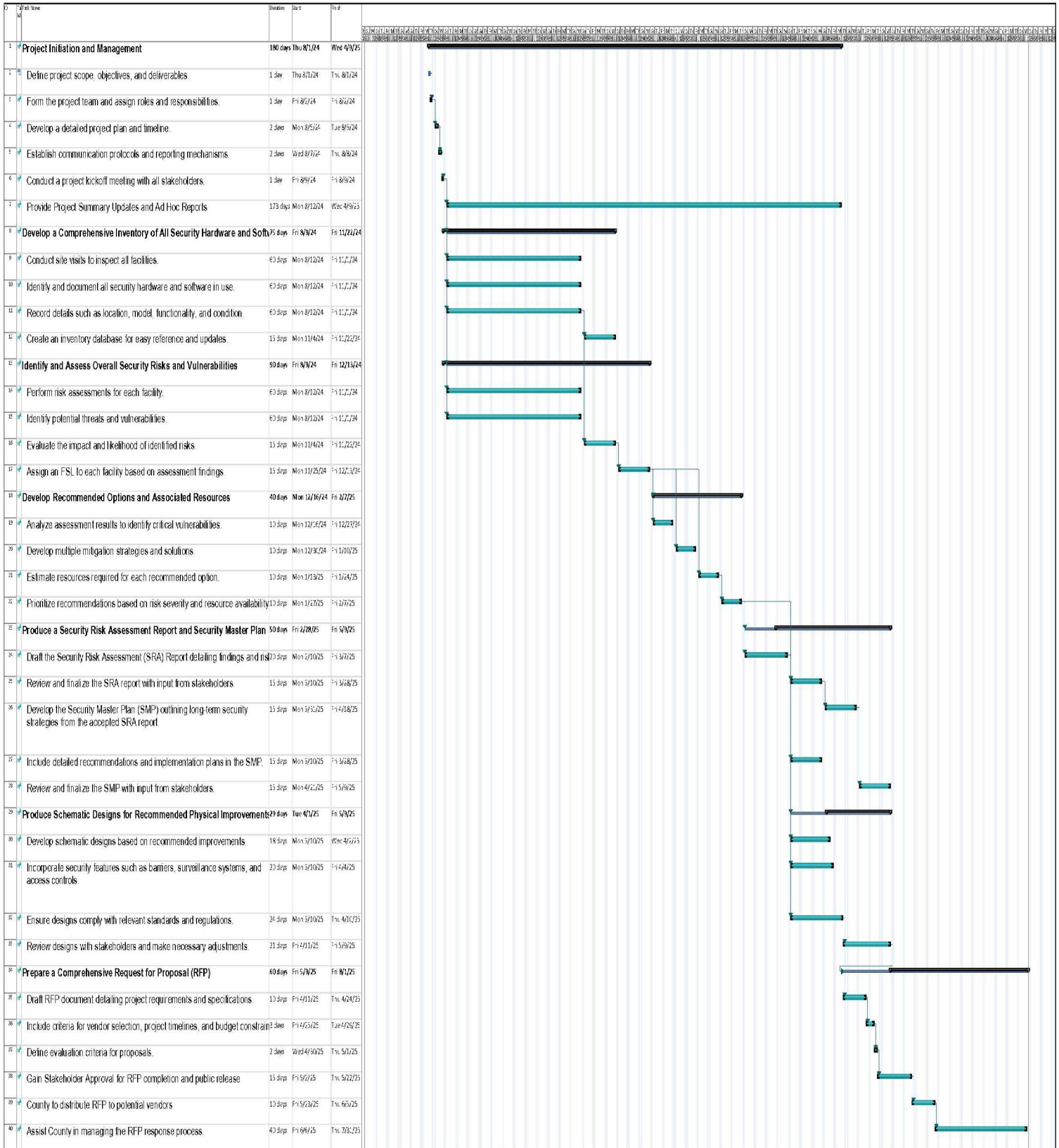
- \* Use clear and precise language to avoid ambiguity.
- \* Engage with County procurement experts to ensure compliance with regulations.
- \* Set realistic deadlines for proposal submission and evaluation.
- \* Establish a review committee to assess proposals and select the best vendor.

## COSTS

Below is an itemized cost table inclusive of all direct and indirect expenses.

<b>Assessment / Master Plan Activity</b>	<b>Hours</b>	<b>Rate</b>	<b>Fee</b>
Kick-off Meeting (Virtually)	10	\$225.00	\$2,250.00
Assessment Inventory Tool Prep (pre populate info. based on provided information)	70	\$225.00	\$15,750.00
Assessment (as detailed above)	670	\$225.00	\$150,750.00
Post Assessment Inventory Tool Finalization (Photo embeds)	80	\$225.00	\$18,000.00
Schematic Design (as detailed above)			
Designer	80	\$225.00	\$18,000.00
Production	130	\$225.00	\$29,250.00
Cost Estimate per Solution (broke out per solution per location)	100	\$225.00	\$22,500.00
Security Master Plan (contribution of technology input)	120	\$225.00	\$27,000.00
RFP Development	100	\$225.00	\$22,500.00
			\$306,000.00

# SCHEDULE



Project Start: Project End: Milestone: Project Summary: External Milestone: Inactive Milestone: Manual Task: Manual Summary/Task: Status: Done: Progress: Legend: Project

## REFERENCES

**Adam Amaral**

County Emergency Manager

**Merced County**

3500 Apron Avenue

Atwater, CA 95301

209.761.1974

adam.amaral@countyofmerced.com

**Daniel Dias**

Chief, Facilities Division

Management Services Branch, Administrative Services Division

**California Public Utilities Commission**

400 R St, Suite 250

Sacramento, CA 95811

(916) 894-5637

Daniel.Dias@cpuc.ca.gov

**Jake Reed**

Director, Safety and Emergency Management

**Alameda County**

43885 S. Grimmer Blvd.

Fremont, CA 94538

510.504.0230

jacob.reed@acwd.com

**Bryce Ritchie**

Administrative Analyst/Project Manager

**Shasta County**

1450 Court St.

Redding, CA 96001

530.782.4456

bjritchie@co.shasta.ca.us

## APPENDIX - PROJECT REFERENCE LETTERS



### King County

Department of Metro Transit  
Security & Emergency Management  
901 5<sup>th</sup> Avenue Building  
901 5<sup>th</sup> Avenue  
Mailstop 901-MT-0460  
Seattle, WA 98164

**DATE:** February 10, 2021

**TO:** Steve Longoria, CCP, CPE, CPM, CBPATS, CPTED  
Chief Executive Officer  
Aanko Technologies, Inc  
607 Elmira Road, Ste. 191  
Vacaville, CA 95687

### **SUBJECT: LETTER OF RECOMMENDATION FOR KING COUNTY METRO TRANSIT SECURITY AND EMERGENCY MANAGEMENT MASTER PLAN PROJECT**

To Whom It May Concern:

It is with great confidence that I provide this professional Letter of Reference for Steve Longoria and his Aanko Technologies Inc. ("Aanko") staff. We selected Aanko to conduct a comprehensive Threat and Vulnerability Assessment and development of our Security and Emergency Management Master Plan for our entire METRO Transit system throughout King County, from July 2019-March 2020.

Led by Steve Longoria as the superb Project Manager and Technical Lead from Aanko, the level of engagement, communication, knowledge-sharing with our staff and comprehensive top-to-bottom TVA and Security and Emergency Management Master Plan was nothing short of outstanding! Understanding the full scope of our enterprise, from bus operations, to our contractual obligations of providing operators and maintainers for the Sound Transit Link light rail, was no easy task.

This project required extensive document reviews, site surveys, and security culture and climate interviews with all levels of METRO personnel, including leadership, operations, maintenance, contracted sworn transit police, and our contracted non-sworn security force.

Your team also engaged with Sound Transit leadership, conducted detailed interviews with the Federal Department of Homeland Security, and met with various departments within the County, including Risk Management, Safety and Human Resources. Key to this was your Aanko Team's ability to gain complete understanding of our vast scope of operations. To our genuine appreciation, your team dove right in and immersed yourselves with knowledge of our stakeholders, and our system strengths and operational gaps.

The level of your transit safety, security and emergency management knowledge was exceptional, to say the least. To have your team complete this project AND, to complete another two projects we added to assist us with our Rapid Ride program by completing Safety and Security Management and Certification Plans, while dealing with the onset of the COVID-19 Pandemic toward the end of the project, was nothing short of amazing.

Your assistance and consultation with the FTA, working hand-in hand with our Metro team, helped us gain over 150 million dollars from the FTA due to your comprehensive work on the Rapid Ride G-line, while still completing this TVA and Security Master Plan within budget.

## APPENDIX - PROJECT REFERENCE LETTERS

### *Letter Of Recommendation For King County Metro Transit Security and Emergency Management Master Plan Project Aanko Technologies Inc.- Pg 2*

Our team at King County Metro is very impressed with all project deliverables, including delivery of a comprehensive TVA, a gap analysis that outlines, in detail, the system shortfalls requiring improvements, and a concise and well-written Security and Emergency Management Master Plan, complete with ROM costs. These project deliverables will aid us tremendously as we strive toward the security and emergency management excellence you always spoke about; yes-you made believers out of us!

It is evident your Aanko Team prides itself on dedicated and exceptional customer service, and we are grateful to be a recipient.

Lastly, I cannot stress enough that not only did you do all the above, but your team took many of Metro's staff under your wing and provided on-going training on what you were doing, why you were doing it, and how Metro can continue its own self-assessment process!

Steve, I highly recommend Aanko Technologies to any agency, especially public agencies. Those who seek a holistic assessment of their safety, security and emergency management programs, and desire a comprehensive and cost-effective means of achieving operational excellence, will find no better resource, than the Aanko Team to lead them.

I am sure all of your future clients will be exceptionally pleased with the results of any project you undertake for them-we sure are!

Sincerely,



[neil.crosier](#) (Feb 11, 2021 16:49 PST)

**Neil Crosier** (he/him)

Superintendent, Security & Emergency Management

King County Department of Metro Transit

(206) 477-5917 | [neil.crosier@kingcounty.gov](mailto:neil.crosier@kingcounty.gov)



# APPENDIX - PROJECT REFERENCE LETTERS

STATE OF CALIFORNIA

GAVIN NEWSOM, Governor



## CALIFORNIA DEPARTMENT OF TECHNOLOGY

P.O. Box 1810  
Rancho Cordova, CA 95741-1810  
(916) 319-9223

Liana Bailey-Crimmins, Director  
Jared Johnson, Chief Deputy Director

January 3, 2023

Steve Longoria, CEO  
Aanko Technologies, Inc  
607 Elmira Road, Ste. 191  
Vacaville, CA 95687

**SUBJECT: Letter Of Recommendation for Steve Longoria and Aanko Technologies Inc.**

### To: Whom It May Concern

It is with great pleasure and confidence that I write this letter of recommendation for Steve Longoria and his team at Aanko Technologies, Inc. (Aanko).

Aanko recently completed the California Department of Technology's (CDT) threat and risk assessment (THIRA) project for 2022. The THIRA is conducted biennially, and this was the third consecutive contract awarded to Aanko. The THIRA includes comprehensive, enterprise-wide emergency management and business continuity risks, and physical and technological vulnerability assessments; an audit of the CDT—from response capabilities for environmental and natural hazard vulnerabilities, to physical security risks; and a final presentation and written report which provided THIRA findings that included mitigation and prevention recommendations.

Mr. Longoria and his Aanko team have consistently demonstrated that they are highly productive, detail oriented, and exceptionally knowledgeable in the field. They always uphold project timelines, adhere to budget, provide regular communication and status updates, and produce exceptional deliverables that are practical and ready to implement. Overall, the wealth of experience and knowledge in physical and information security, emergency and business continuity management, and federal and state policy compliance was exemplified throughout the project. Mr. Longoria and his team continue to surpass our expectations.

It is also noteworthy to mention that the final presentation provided by Aanko in November 2022 was so thorough, informative, and attention-grabbing, that our director commented on how impressed and engaged she was throughout.

I highly recommend Mr. Longoria and Aanko Technologies, Inc.'s security and emergency management services to any organization that wants to ensure safety and security risks are identified and mitigated.

Sincerely,

A handwritten signature in cursive script that reads "Karen Bailey".

Karen Bailey, Business Continuity Specialist  
CDT, Business Continuity Unit  
10860 Gold Center Drive  
Rancho Cordova, CA 95670

# APPENDIX - PROJECT REFERENCE LETTERS

STATE OF CALIFORNIA

GAVIN NEWSOM, *Governor*

## PUBLIC UTILITIES COMMISSION

505 VAN NESS AVENUE  
SAN FRANCISCO, CA 94102-3298



**DATE:** April 28, 2022

**TO:** Steve Longoria, CCP, CPE, CPM, CBPATS, CPTED, TLO  
Chief Executive Officer  
Aanko Technologies, Inc

**SUBJECT:** Letter of Recommendation for Steve Longoria and Aanko Technologies, Inc.

To whom it may concern.

It is with great confidence that I provide this professional Letter of Reference for Steve Longoria and his Aanko Technologies Inc. ("Aanko") staff. The California Public Utilities Commission (CPUC) selected Aanko to develop our formal Business Continuity Plan and work with our leadership team to build a scalable and achievable product supporting our core businesses.

This large project is being led by Steve Longoria as the Project Manager and Technical Lead from Aanko, and the level of engagement, communication, knowledge-sharing, and diligence to statewide standards has been crucial and invaluable. The Aanko team understands the full scope of our enterprise needs and works to manage the needs of our varied and broad Divisions. This still developing project required extensive document reviews, site surveys, and security reviews with leadership, operations, Information Technology Services, and our varied Program Divisions. The Aanko team has been successful in merging the CPUC's diverse oversight responsibilities to these complex standards and has been a strong partner in working with our teams to position the CPUC for continued success and operational integrity.

Lastly, it is of note that much of this work has been done under pandemic controls and staffing shortages that have impacted the CPUC's teams. Even with these obstacles, our mission remains on track, and I have been pleased with Mr. Longoria's commitment to not only our project, but the training and development of CPUC staff to develop a superior product. It is my honor to recommend Aanko and Mr. Longoria and I have confidence that his team's robust industry knowledge and steadfast partnership will produce an excellent outcome.

Sincerely,

*Daniel Dias*

Daniel Dias  
Staff Services Manager III  
Management Services Branch  
CA Public Utilities Commission  
Daniel.Dias@cpuc.ca.gov  
(916) 894-5637

## APPENDIX - PROJECT REFERENCE LETTERS



# PORT OF REDWOOD CITY

*Serving Silicon Valley*

**Port Commissioners**  
RICHARD S. CLAIRE  
RALPH A. GARCIA  
LORIANNA KASTROP  
STAN MAUPIN  
NANCY C. RADCLIFFE

August 08, 2022

Steve Longoria, CCP, CPE, CPM, CBPATS, CPTED, TLO  
Chief Executive Officer  
Aanko Technologies, Inc  
607 Elmira Road, Ste. 191  
Vacaville, CA 95687

Subject: Port of Redwood City Letter of Reference for Aanko Technologies Inc.

To Whom It May Concern:

Please allow this letter to serve as the Port of Redwood City's (Port) Letter of Reference for Aanko Technologies Inc. ("Aanko") to assist in the Safety, Security or Emergency Management needs for any private/public sector organization. Strategically located between San Francisco and Silicon Valley, the Port is a key component of security and emergency operations for the south San Francisco Bay Area. Aanko has served the Port for nearly 20-years, in safety, security and emergency management.

Mr. Steve Longoria, CEO of Aanko, is an exceptional "hands on" project manager who, along with his highly effective team, keeps all communication channels open and engages collaboratively in all project facets to deliver exceptional results every time. Aanko's noteworthy expertise validates our trust in their work over the years, resulting in our Port achieving many successful operational outcomes. In the last four years, Aanko's outstanding accomplishments at the Port include:

1. Developed the 5-Year Facility Security Assessment and Facility Security Plan approved by the U.S. Coast Guard in 2022, including the Cybersecurity Annex.
2. Updated the Port's Emergency Operations Plan in 2022.
3. Developed the FEMA Federal Staging Area (FSA) Activation Plan for the Port, including Tabletop (TTX) and Full-Scale Exercise (FSE) validations to gain FEMA FSA approval.
4. Wrote and secured over \$5 million dollars in grant funding for critical maritime infrastructure improvements.
5. Created the initial design for the Port's new Interagency Operations Center.
6. Trained Port staff, contract security guard force and tenant FSOs in Safety, Emergency Management, and Port Security Operations.
7. Created and oversaw the re-design of the Port's security infrastructure, including video surveillance, lighting, and restricted area fencing.
8. Conducted and evaluated multi-jurisdictional TTX and FSEs annually with mutual aid partners to meet U.S. Coast Guard Maritime Transportation Security Act regulatory requirements.
9. Worked (Mr. Longoria) as our Contracted Chief Security Officer, Port Facility Security Officer (FSO) and also as Interim Director of Port Operations for over one year during the Port's critical COVID-19 Pandemic staffing shortage, providing exceptional operational leadership to Port field staff, regulatory agencies and Port tenants.

I highly recommend the Aanko Team for any critical projects that require high-quality outcomes. The Aanko Team is highly professional, great to work with, and always exceeds our expectations. I am confident future clients will gain similar results.

Sincerely,

Kristine A. Zortman  
Executive Director

675 Seaport Boulevard, Redwood City, CA 94063 | 650-306-4150 | info@redwoodcityport.com

**APPENDIX - TEAM CERTIFICATIONS**



**PROFESSIONAL CERTIFICATION BOARD**

AWARDS

**Michael Mello**

THE DESIGNATION OF

**CERTIFIED PROTECTION PROFESSIONAL**

IN WITNESS THEREOF THIS CERTIFICATE IS GRANTED

Aug 30, 2017  
VALID THROUGH  
Feb 28, 2027

20028  
Certification Number



**CPP Certified Protection Professional**  
BOARD CERTIFIED IN SECURITY MANAGEMENT



PCB Chair

**CERTIFICATE OF COMPLETION**

THIS IS TO CERTIFY THAT

**MICHAEL MELLO**

COMPLETED

**Best Practices for Anti-Terrorism Security (BPATS) Based Assessment Process for Commercial Facilities**

ON

08-26-2020

PROVIDED BY



**National Institute of BUILDING SCIENCES**  
Innovative Solutions for the Built Environment

https://pubsassessmenttools.org/home\_cert.php?r=BPATS/00002020

*National Institute of Crime Prevention*

**Certificate of Completion**

This is to certify that


**Nick Heywood**

Has completed all requirements to earn the


**Crime Prevention Through Environmental Design Professional Designation**

Issue Date: May 6, 2024

Expiration Date: May 6, 2028



**CPED - Designation**  
**CPD**  
**NCP**



Arthur S. Hushen - Founder of NCP, Inc.

Credential ID: 103114686



**Project Management Institute**

THIS IS TO CERTIFY THAT

**Nick Heywood**

HAS BEEN FORMALLY EVALUATED FOR DEMONSTRATED EXPERIENCE, KNOWLEDGE AND PERFORMANCE IN ACHIEVING AN ORGANIZATIONAL OBJECTIVE THROUGH DEFINING AND OVERSEEING PROJECTS AND RESOURCES AND IS HEREBY BESTOWED THE GLOBAL CREDENTIAL

**Project Management Professional (PMP)®**

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE



Lukem Piccard, PMP | Chair, Board of Directors




Pierre LaMar | President & CEO

Certification Number: 170720

Original Grant Date: 28 March 2014

Expiration Date: 28 March 2020



**PROFESSIONAL CERTIFICATION BOARD**

AWARDS

**Steve Longoria, CPP**

THE DESIGNATION OF

**CERTIFIED PROTECTION PROFESSIONAL**

IN WITNESS THEREOF THIS CERTIFICATE IS GRANTED

**15 November 2022**

VALID THROUGH  
**30 November 2025**

26272  
Certification Number



**CPP Certified Protection Professional**  
BOARD CERTIFIED IN SECURITY MANAGEMENT



C. Joshua Villines, CPP®, PCI®, PSP®  
2022 PCB Chair

**Certificate of Completion**

This is to certify that

**STEVE LONGORIA**

Has successfully completed the 40 hour  
Northern California Regional Intelligence Center Training  
**ADVANCED TLO COURSE**

Presented At

**Webinar**  
**June 7-11, 2021**





**Mike Sena, Director**

**Emergency Management Institute**



**FEMA**

This is to certify that

**Steve Longoria**

has demonstrated exemplary performance and a commitment to the Nation's continuity program by completing all requirements for, and is officially recognized by FEMA as a CONTINUITY OF OPERATIONS EXCELLENCE SERIES - LEVEL I PROFESSIONAL CONTINUITY PRACTITIONER

Awarded this 12<sup>th</sup> day of September 2013



Roger J. Stank  
Acting Assistant Administrator  
FEMA National Continuity Program



Tony Rowell, CEM  
Supervisor  
Emergency Management Institute

**Emergency Management Institute**



**FEMA**

This Certificate of Achievement is to acknowledge that

**STEVE LONGORIA**

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the Independent Study course:

**IS-1172:  
THE RISK MANAGEMENT PROCESS FOR FEDERAL FACILITIES:  
FACILITY SECURITY LEVEL (FSL) DETERMINATION**

Issued this 17th Day of February, 2023

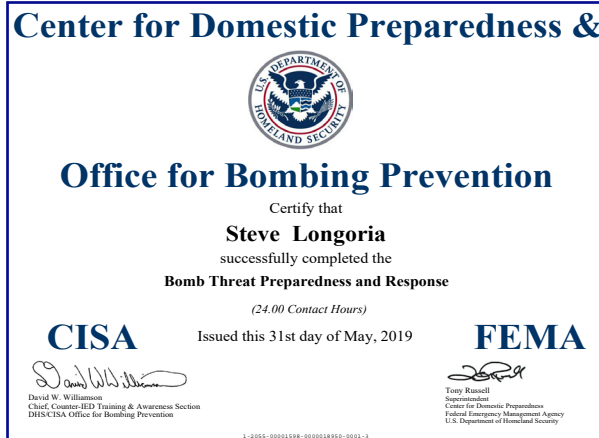
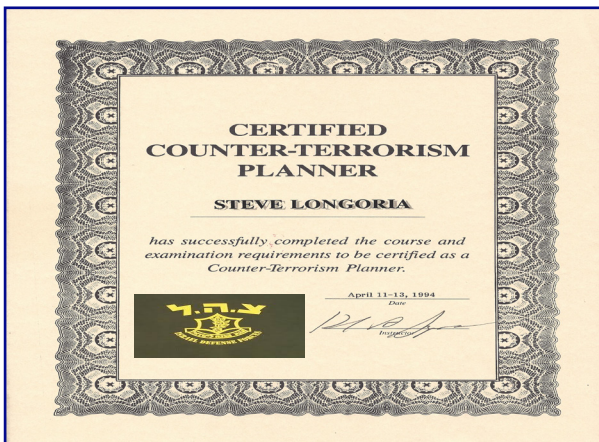
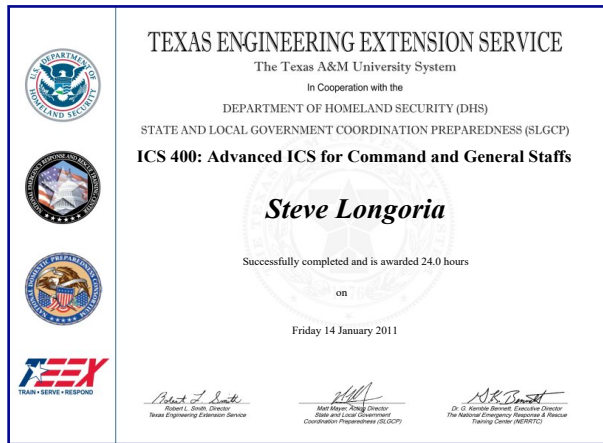
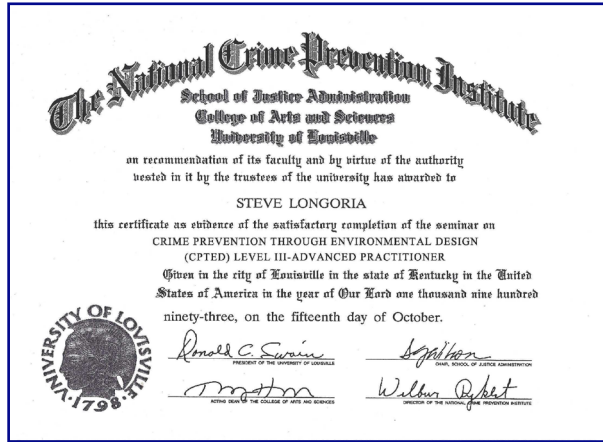


Jeffrey D. Stern, Ph.D.  
Supervisor  
Emergency Management Institute  
Federal Emergency Management Agency

0.10 IACET CEU



# APPENDIX - TEAM CERTIFICATIONS



# APPENDIX - ADDENDUM 1

## RECEIPT

Receipt is acknowledged for Addendum No. 1 of the solicitation RFP 23-24/P-158.

Please acknowledge receipt of this addendum by either emailing this receipt page to [jared.masuda@co.maui.hi.us](mailto:jared.masuda@co.maui.hi.us) or by submitting it with your bid proposal.

Received by:



\_\_\_\_\_  
Signature

Aanko Technologies, Inc.

Name of Firm

1320B South Main St., Ste 191  
Salinas, CA 93901

Address of Firm

May 9, 2024

Date Received

## APPENDIX - ADDENDUM 2

### RECEIPT

Receipt is acknowledged for Addendum No. 2 of the solicitation RFP 23-24/P-158.

Please acknowledge receipt of this addendum by either emailing this receipt page to [jared.masuda@co.maui.hi.us](mailto:jared.masuda@co.maui.hi.us) or by submitting it with your bid proposal.

Received by:



Signature

Aanko Technologies, Inc.

Name of Firm

1320B South Main St., Ste 191

Salinas, CA 93901

Address of Firm

May 9, 2024

Date Received

## APPENDIX - ADDENDUM 3

### RECEIPT

Receipt is acknowledged for Addendum No. 3 of the solicitation RFP 23-24/P-158.

Please acknowledge receipt of this addendum by either emailing this receipt page to [jared.masuda@co.maui.hi.us](mailto:jared.masuda@co.maui.hi.us) or by submitting it with your bid proposal.

Received by:



\_\_\_\_\_  
Signature

Aanko Technologies, Inc.

\_\_\_\_\_  
Name of Firm

1320B South Main St., Ste 191

Salinas, CA 93901

\_\_\_\_\_  
Address of Firm

June 14, 2024

\_\_\_\_\_  
Date Received



## APPENDIX - ADDENDUM 4

### RECEIPT

Receipt is acknowledged for Addendum No. 4 of the solicitation RFP 23-24/P-158.

Please acknowledge receipt of this addendum by either emailing this receipt page to [jared.masuda@co.maui.hi.us](mailto:jared.masuda@co.maui.hi.us) or by submitting it with your bid proposal.

Received by:



\_\_\_\_\_  
Signature

Aanko Technologies, Inc.

\_\_\_\_\_  
Name of Firm

1320B South Main St., Ste 191

Salinas, CA 93901

\_\_\_\_\_  
Address of Firm

June 18, 2024

\_\_\_\_\_  
Date Received



## **STEVE LONGORIA**

*CCP, CPP, CPE, CPM, CPTED, CBPATS, TLO*

Chief Executive Officer

415-408-8004

[steve.longoria@aanko.com](mailto:steve.longoria@aanko.com)

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# REQUEST FOR PROPOSALS

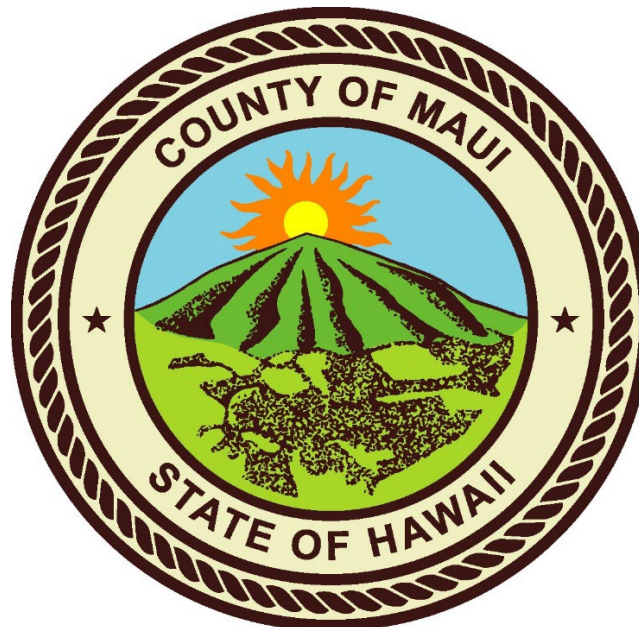
COUNTY OF MAUI

DEPARTMENT OF MANAGEMENT

ADMINISTRATIVE/PROFESSIONAL SERVICES

CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT  
FOR COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS  
AND ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY  
VENDOR

RFP NO. 23-24/P-158



**Deadline for proposals:**

Proposals due: **May 2, 2024 4:00 p.m. HST**

Proposals received after the stated deadline will not be considered

Proposals must be submitted via the Public Purchase System at [www.publicpurchase.com](http://www.publicpurchase.com)

**Contact Information:**

Jared Masuda, Central Purchasing Agent  
County of Maui, Department of Finance  
2145 Wells Street, Suite 104  
Wailuku, HI 96793  
808.463.3816  
[Jared.masuda@co.maui.hi.us](mailto:Jared.masuda@co.maui.hi.us)

## NOTICE TO OFFERORS

### CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT FOR COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS AND ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY VENDOR

#### RFP 23-24/P-158

Pursuant to Chapter 103-D, HRS, sealed offers shall be RECEIVED ELECTRONICALLY and recorded immediately via the Public Purchase System until **4:00 p.m., Hawai'i Standard Time, on May 2, 2024**. Proposals are required to be submitted via the Public Purchase System; otherwise, the proposal shall not be opened or considered. Proposals received after the time fixed for opening will not be considered.

Bid documents may be obtained from the above-named office via Public Purchase (<http://publicpurchase.com/gems/mauico.hi/buyer/public/publicInfo>), an e-procurement system.

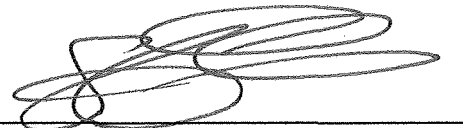
The County of Maui Department of Management is accepting proposals for a consultant to perform physical security risk assessment for County owned, leased and otherwise occupied buildings and assist the County with procuring and contracting a security vendor.

Any inquiries may be directed to County of Maui, Deputy Managing Director, Keanu Lau Hee at [Keanu.LauHee@co.maui.hi.us](mailto:Keanu.LauHee@co.maui.hi.us).

Proposals will be reviewed, and those firms whose proposals most appropriately meet the County of Maui's needs will be considered.

**OFFERORS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE SOLICITATION.**

Electronic copies of this RFP and attachments, if any, can be obtained from the County of Maui Purchasing Website at <https://www.publicpurchase.com/gems/mauico.hi/buyer/public/home>



MARIA E. ZIELINSKI  
Acting Director of Finance  
County of Maui

## PART 1: INTRODUCTION

### 1.1. PURPOSE OF THE RFP

The COM of Maui (“COM”), through its Department of Management, seeks proposals from qualified security consultants to perform a Physical Security Risk Assessment for the County owned, leased and otherwise occupied buildings and assist the County with procuring and contracting a security vendor. Offerors with at least five (5) years of demonstrated experience in Security Risk Assessments are invited to respond. These efforts are intended to complement and enhance the County’s existing security measures, efforts and protocols.

Due to the sensitive nature of this project, the Contractor shall ensure proper data security and confidentiality procedures are followed to protect all project communications and documents. Additionally, the County may require the Contractor to execute a Non-Disclosure Agreement.

### 1.2. SUBMISSION INSTRUCTIONS & PROVISIONS

Proposals shall be completed, signed and submitted, which includes price and any required forms, via the Public Purchase System at [www.publicpurchase.com](http://www.publicpurchase.com) no later than **4:00 p.m., Hawai’i Standard Time, May 2, 2024**. The County of Maui will not be responsible in any way for errors in transmission or failure to receive the bid by the deadline due to vendor error.

Proposal shall include all applicable taxes, services, personnel costs, travel and all other related expenses.

Offeror shall not submit more than one (1) offer.

All proposals and other material submitted shall become the property of County of Maui, and may be returned at the sole discretion of County of Maui.

#### 1.2.1. COUNTY OF MAUI GENERAL TERMS & CONDITIONS

The County of Maui General Terms and Conditions for Goods and/or Services shall be made a part of the proposal documents, and can be found at the following link: <https://www.mauicounty.gov/DocumentCenter/View/3186/Goods-and-Services-?bidId=> Offeror acknowledges and agrees that there shall be no post-award revision to the General Conditions.

#### 1.2.2. STATE OF HAWAII REQUIREMENTS

In accordance with Section 3-122-112, as amended, of the Hawaii Administrative Rules, the successful Offeror must produce the following documents:

- Tax Clearance Certificate
- DLIR Certificate of Compliance
- Certificate of Good Standing from the DCCA

The awarded Offeror is encouraged to use the Hawaii Compliance Express website to assist them in obtaining the above certificates. The State website is <http://vendors.ehawaii.gov>

It is not a requirement of the Offeror to supply the compliance documents as part of the submittal. However, these documents are required to be provided to the County by the time the contract will be prepared for execution, following award. For new users of HCE, or out of state/country vendors, the process to obtain the required documents may be time consuming. The Offeror is asked to certify that they are willing and able to obtain the compliance certification at time of proposal submission.

### 1.3. PRE-CONTRACTUAL EXPENSES

The County of Maui shall not, in any event, be liable for any pre-contractual expenses incurred by Offeror. Offeror shall not include any such expenses as part of its proposal.

- Pre-Contractual expenses are defined as expenses incurred by Offeror in:
- Preparing its proposal in response to this RFP;
- Submitting that proposal;
- Negotiating on any matter related to this proposal; or
- Any other expenses incurred by Offeror prior to date of award, if any.

### 1.4. SCHEDULE/TARGET DATES

All questions regarding this RFP, the scope of services and the selection process should be submitted by **April 18, 2024** via the public purchase system at [www.publicpurchase.com](http://www.publicpurchase.com). Questions will be responded to in the order they are received, with all registered vendors receiving responses to all questions received.

Offerors are specifically directed not to contact any other COM personnel for meetings, conferences, or technical discussions related to this RFP. Failure to adhere to this policy may be grounds for rejection of proposal.

Proposals must be submitted no later than **4 p.m. on May 2, 2024**. Digital submission on proposal and all supporting material must occur via the Public Purchase website, [www.publicpurchase.com](http://www.publicpurchase.com).

The selection committee may request additional information and has the sole authority to reject any and all proposals and to discuss individual proposals with more than one respondent simultaneously. The submittal of a proposal does not guarantee that the applicant will receive an interview, however, all responding firms will be contacted regarding the outcome of the evaluation and selection via email.

## 1.5. RFP ADDENDA

Any acceptable modifications or clarifications shall be issued and distributed as Addenda. The issuance of a written addendum is the only official method whereby interpretation, clarification, or additional information can be given. Written addenda (if any) will be available and posted to the Public Purchase System prior to the procurement closing.

## 1.6. CONFIDENTIALITY

The COM is required to disclose non-exempt public documents. The COM is exempt from disclosing information submitted in response to a solicitation where the information is such that it “should reasonably be considered confidential.”

An Offeror who determines that information within its proposal meets the statutory requirement and requires that information remain confidential, the Offeror shall mark the bottom of the pages containing such information with the word “CONFIDENTIAL.”

If an Offeror marks every page of a proposal as “CONFIDENTIAL”, the statutory requirement is not met; any proposal so marked will not be deemed to have been submitted in confidence and upon request, the entire proposal will be disclosed.

After award, the contract(s) executed by the COM and the successful Offeror(s) will be a public document subject to disclosure. **No part of the contract can be designated as confidential.**

## 1.7. REFERENCES

The Offeror must disclose all contracts for similar services for the last FIVE (5) years, and these shall serve as potential references to be contacted by COM as part of the evaluation of the proposal. These would also include pro bono or volunteer work. Points of contact and contact information should be indicated for each contract listed.

The COM reserves the right to contact and investigate references named in the proposal and any other references provided by Offeror during the last FIVE (5) years. Investigation may include past performance of any Offeror with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, its completion or delivery of a project on schedule, and its lawful payment to employees and workers or any other criteria as determined by the COM. The results of discussions with the references will be used in the evaluation of the proposal, as described in Part 4 of this RFP.

## 1.8. LEGAL RESPONSIBILITIES & CERTIFICATION

All proposals must be submitted, filed, made, and executed in accordance with COM, State of Hawaii and Federal laws relating to proposals for contracts of this nature, whether the same are expressly referred to herein or not.

By submitting a proposal, the Offeror certifies that the proposal submitted to COM is in accordance with any required authorization by the governing body of the Offeror's organization. The Offeror further certifies that the information and responses contained in the proposal are true, accurate, and complete, and that the COM may justifiably rely upon said information for purposes of evaluation and contracting with the Offeror. If it is subsequently discovered that any information provided in the proposal is false, it will result in the Offeror's elimination from consideration

**1.9. ANTICIPATED TENTATIVE TIMETABLE**

<b>Event/Activity</b>	<b>Due Date</b>
RFP Issued	April 4, 2024
Last Date to Submit Questions & Clarifications	April 18, 2024
Response to Questions & Clarifications	April 25, 2024
Proposal Submittal Deadline	May 2, 2024
Evaluation Committee Recommendation	May 7, 2024
Vendor Selection (Award)	May 10, 2024

**1.10. JOINT OFFERS**

Where two or more Offerors desire to submit a single proposal in response to this RFP, they should do so on a prime-subcontractor basis rather than as a joint venture. The COM intends to contract with a single firm and not with multiple firms doing business as a joint venture.

**1.11. WITHDRAWAL OF PROPOSALS**

Any proposal may be withdrawn at any time prior to the time fixed in the public notice for the receipt of proposals, only by written request filed with the Purchasing Division. The request shall be executed by the Offeror or his duly authorized representative. The withdrawal of a proposal does not prejudice the right of the Offeror to file a new proposal. No proposal may be withdrawn after the time fixed in the public notice for the receipt of proposals.

**1.12. REJECTION OF PROPOSALS**

Failure to meet the requirements of the RFP may be cause for rejection of the proposal. The COM may reject the proposal if it is incomplete, contains irregularities of any kind, or is offered conditionally. The County of Maui reserves the right to accept or reject any or all offers and to waive any minor or inadvertent discrepancy in the proposal documents.

**1.13. BASIS FOR SELECTION**

Based on the evaluation process and criteria discussed in Part 4 of this RFP, the highest ranked responsible and responsive Offeror will be selected.

**1.14. AVAILABILITY OF FUNDS**

Offerors are advised that entering into a contract for services is contingent upon availability of funds. If funds are not available, the COM reserves the right not to enter



into a contract.

## **PART 2: SCOPE OF SERVICES**

### **2.1. COUNTY OF MAUI OVERVIEW**

The COM consists of the inhabited islands of Maui, Moloka'i and Lana'i and the uninhabited island of Kaho'olawe. The COM is the second largest of the four Counties in the State in area. Its land area (including the uninhabited island of Kaho'olawe) is 1,162 square miles (approximately the size of Rhode Island), or 18% of the land area of the State. Based on U.S. Census data, the County's resident population grew from 101,588 in 1990 to 128,241 in 2000 (26.2% increase) to 164,836 in 2020 (28.5% increase) and represents 11.3% of the State's total population.

The COM provides a broad range of municipal services. A complete list of services can be referenced on the County of Maui website at [www.mauicounty.gov](http://www.mauicounty.gov).

The County is governed by the provisions of the County Charter. The County Charter was originally adopted by the electorate in September 1967 and revised in 1976. On January 1, 1983, a new charter became effective after being adopted by the electorate on November 2, 1982. The County Charter was amended in 1984, 1986, 1988, 1990, 1994, 1996, 1998, 2002, 2006, 2010, 2012, 2014, 2016, 2018, and 2021.

### **2.2. STATEMENT OF WORK**

The services that are outlined below will be given priority consideration for funding under this RFP. In the capacity as a consultant, Contractor shall make its best effort to provide professional administrative and management services including, but not limited to, the scope of work below.

### **2.3. SCOPE OF SERVICES**

#### **A. SCOPE OF WORK**

The Contractor shall conduct a security risk assessment of County owned/leased facilities selected by the County and shall develop a security master plan including implementation and potential physical security upgrade costs for recommended improvements resulting from the assessment. The Contractor shall consider the recommendations and prepare a comprehensive Request For Proposal (RFP) with the objective of acquiring security system hardware and software that best meets the COM needs which may replace the existing Security system; and develop clear deliverables, evaluation criteria and desired outcomes.

#### **B. PROJECT OBJECTIVES**

- Develop a comprehensive inventory of all security hardware and software;

- Identify and assess the overall security risks and vulnerabilities to include determining Facility Security Level (FSL) associated with the County facilities and designated sites;
- Recommend options and associated resources to mitigate or eliminate threats and vulnerabilities;
- Produce a Security Risk Assessment Report and Security Master Plan;
- Produce schematic design(s) for recommended physical improvements to facilities and surrounding site areas; and
- Prepare a comprehensive RFP to acquire security system hardware and software that best meets the COM needs.

#### B.1. INVENTORY

- The Contractor shall perform a physical inventory of all installed and active security equipment. Equipment shall include: cameras, card readers, and other access control equipment as directed by the Department of Management.
- The Contractor shall assemble a project team of professionals with suitable, proven experience in security system hardware and software.
- The Contractor shall conduct a preliminary kick-off meeting with the County to understand the complexity and extent of the work. This meeting can be virtual or in-person.
- Subsequent to the kick-off meeting the Contractor shall provide the County with a project time line and access to any project management application within 30 days from the initial kick-off meeting.
- The Contractor shall physically inspect all security equipment. To the best of the Contractor's ability, the data collected shall be standardized and a primary key should be issued to all items. The following data must be collected during the inventory and provided to the County in either a csv or xlsx file:
  - Item name. All items shall be recorded with an item descriptor name as specific as the inventory team is able to give.
  - Item description.
  - Item count.
  - Physical location. This should be as specific as possible and include location identifying descriptors. If floor plans exist and are available, these may be provided to the Contractor.
  - Condition.
  - Photograph of the item.
  - Date of Inventory. The date the item was inventoried is recorded.
- Facility locations, names of structures, and room numbers will be provided pre-arrival for the Contractor to develop an inventory strategy and any forms or worksheets, as needed to complete the project.

- The County shall approve the Contractors strategy and inventory forms prior to deployment.
- Due to the sensitive nature of the data collected, the Contractor shall ensure that the data collected conforms with proper data security and confidentiality procedures are followed to protect all project communications and documents.
- The Contractor shall schedule project meetings with the Department of Management's Authorized Representative on a monthly basis or as requested by the County.

## B.2. ONSITE VISIT

- The Contractor shall identify an individual to coordinate all site visits for all County facilities.
- The Contractor shall not schedule any site visits without the approval of the Department of Management's representative.
- All work shall be performed within the facilities operating hours and accommodate county staff scheduling and resources. County of Maui staff shall not incur overtime because of this project.
- The Contractor shall provide the County with all labor, materials, and travel necessary to complete the inventory.
- The Contractor shall not damage or alter existing equipment while performing inventory.
- The Contractor shall prominently display a County of Maui contractor badge while performing work.
- The Contract shall be escorted by an approved county employee while accessing facilities.
- The Contractor shall wear appropriate personal protective equipment while performing site visits and assessments.
- Responses to this RFP shall include all travel expenses, equipment and software fees.

## B.3. SCHEDULE

- The Contractor shall begin work with a virtual or in-person kick-off meeting within 30 days from the issuance of the Notice to Proceed.
- The Contractor shall provide the County with an implementation plan within 30 days from the kick-off meeting.
- Contract awarded as a result of this RFP is expected to be for a one-year term, beginning from the County issued Notice to Proceed, with the option of extending the contract for an additional two, one year terms if funding is available and contract extension is agreed upon to be necessary.

#### B.4. COUNTY FURNISHED MATERIALS

- The County will provide access to all County facilities.
- The County will provide access to all resource management records, documents or other available data.
- The County will provide information as reasonably may be needed or required.
- The County will provide the Contractor with Contractor badging.

#### B.5. CONTRACTOR FURNISHED MATERIALS

- The Contractor is responsible for contacting the Department of Management's authorized representative to coordinate site visits and work.
- The Contractor shall provide all equipment and supplies needed to complete the inventory.
- The Contractor shall provide all safety equipment, including, but not limited to County required PPE, bug spray, etc.
- The Contractor shall provide two external hard drives with all deliverables and photographs OR secure file transfer.

#### B.6. DELIVERABLES AND PAYMENT SCHEDULE

- The Contractor shall provide the County with an inventory in either csv, xlsx or other file format that is searchable.
- The Contractor shall provide the County with photos of each item that correlates to the inventory file and is searchable against a primary key or other unique identifier.
- Prior to the conclusion of the project, a briefing shall be presented to the Department of Management, Department of Finance and other County representatives to discuss the final inventory and findings.
- The Contractor shall prepare and submit written deliverables and submit draft reports to the Department of Management's Authorized Representative according to the schedule below. Reports shall be reviewed by the Department of Management within 30 days and returned with comments. Contractor shall be expected to incorporate each comment into the reports or be prepared to explain why doing so is not appropriate.
- Prior to the submission of final reports, the Contractor shall discuss format, findings and finalization.
- The Contract shall submit final reports, any supporting documentation, external hard drive with photographs, and any other information to the Department of Management's Authorized Representative.

### C. FACILITY SECURITY LEVEL (FSL) ASSESMENT

The Contractor shall conduct a preliminary FSL Assessment on each selected County facility. The FSL Assessment will correspond to a level of risk that relates directly to a Level of Protection (LOP) and associated set of baseline security measures. The integration of the Physical Security Criteria (PSC) is predicated on an FSL designation.

The FSL is based on the analysis of several security-related facility factors listed below, which then serve as the basis for the implementation of certain protective security measures specified in *The Risk Management Process for Federal Facilities: An Interagency Security Committee Standard*, dated November 2016/2<sup>nd</sup> Edition, available at

<https://www.cisa.gov/sites/default/files/publications/isc-risk-management-process-2016-508.pdf>

For the purposes of this RFP, the assessment should not include the electronic infrastructure (e.g. IT, computer and communication systems), except to the extent that these systems are interconnected with physical access. Assessment of cyber-terrorism threat is not included in the scope of this RFP.

### D. PHYSICAL SECURITY RISK ASSESSMENT & RECOMMENDATIONS

The Contractor Shall:

- Provide a thorough inspection and evaluation of all aspects of the physical security features of the selected County facilities and designated sites to identify critical risks.
- Provide a FSL assessment in accordance with *The Risk Management Process for Federal Facilities: An Interagency Security Committee Standard*, dated November 2016/2<sup>nd</sup> Edition, which shall:
  - Identify security related threats from internal and external sources during and after operating hours;
  - Identify critical assets;
  - Identify security scenarios on which to base the security program;
  - Analyze vulnerabilities;
  - Assess impacts of threat scenarios;
  - Identify actions that mitigate risk; and
  - Provide an analysis of mitigation actions using a risk matrix scoring approach with risk scores that consider likelihood and severity of impacts.
- Review the current County's security systems (e.g., restricted and unrestricted access control, intrusion detection, video surveillance, lock and key control) and policies and provide recommendations.

Recommendations shall include, at a minimum, any physical changes required, any suggested equipment purchases or upgrades, their estimated cost, and may recommend changes to security policies or staffing resources.

- Provide an evaluation of areas surrounding the buildings including grounds, parking lots, lighting, and landscape.
- Produce and deliver a written Physical Security Risk Assessment Report for each building identified by the County for review by County staff. The report should detail findings and present a summary of recommended solutions to address any identified vulnerabilities and risks. In addition to other requirements set out in this RFP, the Physical Security Risk Assessment Report shall include:
  - Identification of multiple solutions for identified risks.
  - A cost estimate for implementation of all recommended improvements. Where multiple solutions exist, provide an estimated cost for each.
  - Prioritized implementation plans for all recommendations. To the extent feasible, identify and prioritize immediate, short-term, and long-term improvements.
  - Identification and documentation of any federal, state or local funding opportunities (grants, loans, incentives, etc.) that may be available to implement the recommended improvements. Specify the requirements and application procedures associated with each funding opportunity.
  - Review of current Emergency Response Plans and Emergency Notification System capabilities.
- Prepare a security assessment report at the end of each site assessment for the County. Each report shall present the information listed below in the format outlined:
  - Site Information
  - Site Description
  - Methodology
  - Approach
  - Facility Security Level Determination
  - Assessment Information and Findings
  - Site Security
  - Structure Security
  - Facility Entrance Security
  - Interior Security
  - Security Operations and Administration
  - Physical Security Risk Assessment Report

## 2.4. QUALIFICATIONS

Offeror must meet the following criteria to be considered for selection:

- A. Offerors with at least five (5) years of demonstrated experience in Security Risk Assessment.
- B. The Offeror must provide letters of recommendation from at least 3 previous Risk Assessment Projects

## **PART 3: PROPOSAL REQUIREMENTS**

The proposal is to be prepared in a manner as to provide a straightforward, concise delineation of the information requested. Proposals which contain false or misleading statements, or which do not support an attribute or condition claimed by the Offeror, may be cause for rejection of the proposal. If, in the sole opinion of the COM, such information was intended to mislead the COM in its evaluation of the proposal, it will be cause for rejection of the proposal.

### **3.1. REQUIRED FORMAT**

Proposals shall be typed and not include any unnecessary or elaborate promotional material. Lengthy narrative is discouraged and presentations should be brief, concise and relevant to the services and statement of work requested. Proposal submittals shall be organized as set forth below and fulfillment of all proposal requirements listed is mandatory for consideration of proposals.

The Proposal shall include the following subsections:

- Letter of transmittal
- Offeror's Profile – Company Background, Experience, Key Personnel and Qualifications, and Past Performance
- Work Plan and Approach
- Cost
- References
- Appendices

All proposals must include a statement that proposals are valid for a minimum period of ninety (90) days subsequent to the submission deadline.

### **3.2. TRANSMITTAL LETTER**

The Letter of Transmittal shall be included in the proposal submittal, and must, at a minimum, contain the following:

- A. Identification of Offeror, including name, address, email address, facsimile and telephone numbers.
- B. Acknowledgement of receipt of all RFP addenda, if any. Name, title, address, telephone number, and e-mail address of contact person during period of proposal evaluation.
- C. A statement to the effect that the proposal shall remain valid during the selection

process.

- D. Name and signature of a person authorized to bind Offeror to the terms of the proposal and to negotiate contract price/terms on Offeror's behalf.

### 3.3. OFFEROR'S PROFILE

This section of the proposal shall describe the firm's qualifications and relevant experience. The Offeror should establish the ability to satisfactorily perform the required statement of work by reasons of: experience in performing work of a similar nature; demonstrated competence and reliability in the services to be provided; strength and stability of the firm's resources; staffing capability; and supportive client references.

The Offeror shall:

- A. Provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; and number of employees. Discuss the firm's financial strength, viability and stability.
- B. Identify the assigned team size and team members' experience it will use to provide the services. Biographical summaries of the key team members shall be included in the proposal. Identify the estimated hours and assignments/role of each assigned team member.
- C. Provide a description of the firm's experience in performing work of a similar nature.
- D. Identify subcontractors by company name, address, contact person, telephone number and project function. Describe Offeror's experience working with each subcontractor and information specific to the subcontractor's qualifications to perform the identified services.
- E. If subcontractors are to be used, the Contractor must take the following steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible:
- Placing qualified small and minority businesses and women's business enterprises on solicitation lists.
  - Assuring that small and minority businesses, and women's business enterprises are solicited whenever possible.
  - Dividing requirements by subcontractors, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.
  - Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's



- business enterprises.
- Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

### 3.4. WORK PLAN & APPROACH

Offeror shall provide a brief narrative addressing the Scope of Work requirements as described in this RFP and demonstrating the Offeror's understanding, ability, competence and reliability to accomplish these requirements in its work plan approach and methodology.

The Offeror shall provide a brief narrative:

- A. Demonstrating its understanding of the Scope of Work requirements.
- B. Discussing the method of performance, project organization and approach, and timeline demonstrating capability to successfully accomplish the Scope of Work.
- C. Detailing adequacy of labor resources. Indicate the number of full-time and part-time employees.
- D. Discussing any unique skills and attributes the Offeror may have to perform the Scope of Work. In addition, any limitations the Offeror may have regarding the performance of the Scope of Work shall also be described.
- E. Describing recent and past activities that show knowledge and experience with the scope of services as outlined, and activities in the County of Maui, State of Hawaii and the Hawaii Congressional Delegation.
- F. Offerors are encouraged to develop partnerships to accomplish the goals of this program through one entity. Only one proposal shall be submitted for a partnership being proposed, and the County of Maui will only receive invoices from one entity for payment.

### 3.5. COST

Offeror shall provide an itemized table of all anticipated costs associated with providing the Scope of Work and a narrative describing the overall use of funds. Expenditures shall be provided as a yearly budget and shall be inclusive of all direct and indirect expenses (i.e. personnel, administrative support, travel and travel-related expenses, office supplies and printing, miscellaneous costs, etc.). Budgets will be reviewed for reasonableness.

### 3.6. REFERENCES

Offeror shall provide a minimum of THREE (3) references, governing agencies and businesses, who shall attest to the effectiveness of the Offeror's services relating to the Scope of Work. Furnish the names of organizations, addresses, and contact information. The COM reserves the right to contact the references for additional information.

### 3.7. APPENDICES

Information considered by Offeror to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed into a separate appendix section.

### 3.8. PUBLIC RECORDS POLICY

Responses (proposals) to this RFP and the documents constituting any Contract entered into thereafter become the exclusive property of the County of Maui and shall be subject to the HRS, Chapter 92F, Uniform Information Practices Act. The County of Maui's use and disclosure of its records are governed by this Act.

Those elements in each proposal that Offeror considers trade secrets or other proprietary data that the Offeror does not want to be subject to public inspection shall be prominently marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" by Offeror. The County of Maui shall not in any way, be liable or responsible for the disclosure of any such records including, without limitation; those so marked if disclosure is deemed to be required by law or by any order of the Court.

Disclosure or nondisclosure by the County of confidential material shall be governed by HRS, Chapter 92F, Uniform Information Practices Act (Modified). Confidential data is normally restricted to financial information concerning the Offerors organization and data that qualifies as trade secret in accordance with the Uniform Trade Secrets Act (57-3A-1 to 57- 3A-7, NMSA 1978). **The price of products offered or the cost of services proposed shall not be designated as confidential information.**

**All information contained in offers that do not comply with these instructions will be considered non-proprietary and subject to public disclosure upon request.**

## **PART 4: SELECTION PROCESS**

The County of Maui will evaluate all Proposals deemed to be responsive to the requirements of this RFP. Only proposals received by the stated deadline for receipt of proposals will be considered. Those proposals that have met the submission requirements shall be evaluated by a Selection Committee using the Evaluation Criteria identified in section 4.1.

Evaluation of Proposals will be based on the qualifications and evaluation criteria outlined in the RFP. Brochures or other promotional presentations beyond that which is deemed sufficient to submit a complete and effective proposal are not desired. Elaborate artwork, expensive paper or binders, and expensive visuals are not necessary and will not affect

the evaluation process.

Award of this contract shall be by competitive selection and given to the proposal whose overall capabilities will best meet the requirements as described in accordance with this RFP. The COM will evaluate each Proposal based on the “Best Value” concept. This means that the Proposal that optimizes quality, performance, cost and efficiency among responsible and responsible Offerors shall be selected for award. The COM, at its sole discretion, will determine which Proposal best satisfies its requirements.

#### 4.1. EVALUATION CRITERIA

The total amount of points available for award is 100 points.

Proposals shall be evaluated using the following criteria:

<u>Attribute</u>	<u>Maximum Points</u>
Relevant Experience and Qualifications	45
Proposed Method of Performance, Project Approach and Reliability	35
Cost	15
Past Performance	5

##### **Relevant Experience and Qualifications (45 Points)**

Evaluation shall primarily consider the competence and abilities of professional staff and resources directly assigned to perform project scope of work, which includes but is not limited to: direct experience and relevant knowledge in performing work or work of a closely similar nature, demonstrated competence and reliability in the services to be provided and professional skills, training and capability to successfully perform project scope of work and accomplish RFP objectives. Evaluation shall also include strength, depth and stability of the firm’s overall resources; degree of support from other relevant company resources that may be used indirectly; and firm’s financial stability and viability.

##### **Method of Performance, Project Approach and Reliability (35 Points)**

Evaluation shall primarily consider, but is not limited to, depth of Offeror’s understanding of the COM requirements and ability to accomplish the objectives as set forth within this RFP; flexibility and innovation in accomplishing the goals outlined; adequacy of direct resources assigned to perform scope of work; organization and management of project resources in its work plan approach; efficacy of work plan methodology; responsiveness to RFP and overall quality of work proposal.

##### **Cost (15 Points)**

The following formula will be used to evaluate the competitiveness and reasonableness of costs proposed:

Price of Lowest Cost Proposal  
----- X Maximum Points for Cost (15)  
Price of Proposal Being Rated

**Past Performance (5 Points)**

Evaluation of the past performance of the vendor will be considered.

**4.2. EVALUATION AND AWARD OF CONTRACT**

**Awarding of contract for this RFP is subject to availability of funds. The contract may be cancelled without penalty to the COM in the event that sufficient funds are not appropriated.**

The COM reserves the right to reject any and all proposals submitted. Proposals, in the sole opinion of COM, that are materially deficient in meeting the submission requirements of this RFP or have omitted materials, contain false or misleading statements that do not support an attribute or condition claimed by the Offeror, and/or contain such information intended to mislead the COM in its evaluation of the proposal, may be cause for rejection of the proposal at the sole discretion of COM.

The evaluation of Proposals by the COM Selection Committee may, at its option, involve the invitation of one or more Offerors to interview and/or make an oral presentation to the Selection Committee.

During these interviews/presentations, the Offeror will be allowed to present such evidence as may be appropriate in order that the Selection Committee can correctly analyze all materials and documentation submitted as a part of the Proposal.

The submittal of a Proposal does not guarantee that the Offeror will receive an interview; however, all responding firms will be contacted regarding the outcome of the evaluation and selection.

The COM reserves the right to make the selection of an Offeror based on any or all factors of value, whether quantitatively identifiable or not, including, but not limited to, the anticipated initiative and ability of the Offeror to perform the services and accomplish the desired goals as set forth herein.

The COM reserves the right to waive any requirements, both the COM's and those proposed by the Offeror; to negotiate for the modification of any proposal with mutual consent of the Offeror; to re-advertise for proposals, if desired; to sit and act as sole judge of the merit and qualifications of the service offered; and to evaluate in its absolute discretion, the proposal of each Offeror, so as to select the Offeror which best serves the requirements of the COM, thus providing that the best interest of the COM will be served. Offeror's past performance, and the COM's assurance that each Offeror will provide service as bid, will be taken into consideration when proposals are being evaluated.

The COM may make such investigation as it deems necessary to determine the ability of an Offeror to furnish the required services, and the Offeror will furnish to the COM all such information and data for this purpose as the COM may request. The COM reserves the right to reject any proposal if the evidence submitted by, or investigation of, such Offeror fails to satisfy the COM that such Offeror is properly qualified to carry out the obligations

of a contract and to deliver the services contemplated herein or the bid of any bidder who has previously failed to perform properly, or complete on time, contracts of a similar nature. Any material misrepresentation or material falsification of information provided to the COM in the Offeror's proposal submission, or at any point in the proposal evaluation process, including any interview conducted, is grounds for rejection of the bid. In the event that the misrepresentation or falsification is not discovered until after any agreement is awarded, the agreement may be terminated at that time. A determination as to whether a misrepresentation or falsification of the bid submission is material shall be in the COM's sole discretion. The COM expressly reserves the right to reject the proposal of any Offeror who is in default on the payment of taxes, licenses, or other monies due the COM.

The COM reserves the right to conduct a background inquiry of each Offeror, which may include the collection of appropriate criminal history information, contractual and business associations and practices, employment histories, and reputation in the business community. By submitting a proposal to the COM, the Offeror consents to such an inquiry and agrees to make available to the COM such books and records as the COM deems necessary to conduct the inquiry.

Proposals may be accepted on evaluation without discussion. Prior to holding any discussions, a priority list shall be generated consisting of Proposals determined to be acceptable or potentially acceptable. If numerous acceptable and potentially acceptable Proposals are submitted, the evaluation committee may limit the priority list to three (3) highest ranked, responsible Offerors. The County may invite priority listed Offerors to discuss with their proposals to ensure thorough, mutual understanding. The County in its sole discretion shall schedule the time and location for these discussions, generally within the timeframe indicated in RFP Schedule and Significant Dates. The County may also conduct discussions with priority listed Offerors to clarify issues regarding the proposals before requesting Best and Final Offers, if necessary.

If deemed appropriate by the County in its sole discretion, the County may request each Offeror to submit its Best and Final Offer (BAFO). The request shall be issued via an Addendum, which will provide guidance and additional instructions. Offeror's BAFOs shall be submitted to the County through Public Purchase on or before the deadline called for. If an Offeror fails to do so, its last submitted Offer shall be deemed its BAFO. The BAFOs will be evaluated by the Evaluation Committee taking into consideration the Evaluation Criteria.

**ADDENDUM #1**  
RFP 23-24/P-158

**CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT FOR  
COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS AND  
ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY VENDOR**

**NOTICE TO ALL PROSPECTIVE BIDDERS:** The following revisions are incorporated and made part of the request for proposal documents for the above referenced project.

**Item No. 1: Revised Proposal Submittal Deadline**

The proposal due date has been revised to May 17, 2024 at 4PM HST.

**Item No. 2: Update to Section 1.9 ANTICIPATED TENTATIVE TIMETABLE**

<b>Event/Activity</b>	<b>Due Date</b>
RFP Issued	April 4, 2024
Last Date to Submit Questions & Clarifications	April 18, 2024
Response to Questions & Clarifications	April 25, 2024
<b><i>Proposal Submittal Deadline</i></b>	<b><i>May 17, 2024</i></b>
<b><i>Evaluation Committee Recommendation</i></b>	<b><i>May 23, 2024</i></b>
<b><i>Vendor Selection (Award)</i></b>	<b><i>May 29, 2024</i></b>

**Item No. 3: Update to Section 2.1. COUNTY OF MAUI OVERVIEW**

The COM consists of the inhabited islands of Maui, Moloka'i and Lana'i and the uninhabited island of Kaho'olawe. The COM is the second largest of the four Counties in the State in area.

County of Maui is requesting proposal from qualified individuals or firms to provide analysis and recommendation on improving security for the following County Sites located on three inhabited County of Maui islands; Maui, Molokai and Lanai.

- 1) Island of Maui: Approximately 30-40 Sites
- 2) Island of Molokai: Approximately 2-4 Sites
- 3) Island of Lanai: Approximately 2-4 Sites

**Item No. 4: Update to Section 2.3, A. SCOPE OF SERVICES**

The list below is an inventory of County sites that currently have security components. Contractor will work with County of Maui's Chief of Security or designee to identify the needs for each site.

<b>Maui Sites</b>	
Kalana O Maui (County Building)	200 S. High St. Wailuku, HI 96793
Kalana Pakui	250 S. High St. Wailuku, HI 96793
Old Wailuku Court House	150 S. High St. Wailuku, HI 96793
David Trask Building	2145 Wells St. Wailuku, HI 96793
Miyahira House	2154 Kaohu St. Wailuku, HI 96793
Wells Professional Building	2145 Wells St. Wailuku, HI 96793
Wailuku Professional Center (Kress Building)	2065 Main St. Wailuku, HI 96793
One Main Plaza	2200 Main St. Wailuku, HI 96793
Ueoka Building Prosecutors Office	2103 Wells St. Wailuku, HI 96793
War Memorial Gym Building Parks Dept.	700 Halia Nakoia Wailuku, HI 96793
War Memorial Football Construction Baseyard	265 Kanaloa Ave. Kahului, HI 96732
Central Maui Baseyard	4655 S. Kamehameha Ave. Kahului HI 96732
Kahului Service Center	110 Alaihi St. Kahului, HI 96732
DMV Pukalani	90 Pukalani St. Pukalani, HI 96768
DMV Kihei	303 E. Lipoa St. Kihei, HI 96753
DMV Lahaina	335 Keawe St. Suite 209 Lahaina, HI 96761
DMV Hana	Hana Hwy and Uakea Rd Hana, HI
DEM Kahului Collections Baseyard	58 Hana Hwy Kahului, HI 96732
DEM Kahului WWTP	281 Amala Pl. Kahului HI 96732
DEM Kihei WWTP	480 Welakahao St. Kihei, HI 96753
DEM Kahului Landfill	1 Pulehu Rd. Kahului, HI 96732
Department of Water Office Wili Pa Loop	1888 Wili Pa Loop Wailuku, HI 96793
Department of Water Baseyard Naska	614 Palapala Dr. Kahului, HI 96732
Public Works Baseyard Wailuku	1827 Kaohu St. Wailuku, HI 96793
Public Works Baseyard Kuihelani Hwy	Kuihelani Highway
Public Works Baseyard Lahaina	3310 Honoapiilani Hwy. Lahaina, HI 96761
Department of Parks & Recreation Baseyard Eddie Tam Upper and Lower	931 Makawao Ave. Makawao, HI 96768
Department of Parks & Recreation Baseyard Keopuolani	100 Kanaloa Ave. Kahului, HI 96732
Department of Parks & Recreation Hana Baseyard	Hana Ball Park
EOC Lahaina Civic Center	1840 Honoapiilani Hwy. Lahaina, HI 96761
Department of Parks & Recreation Kalama Park	1900 S. Kihei Rd. Kihei, HI 96753
South Maui Gym Parks Dept	1501 Lilia Dr. Kihei, HI 96753
Kihei Aquatic Center	303 E. Lipoa St. Kihei, HI 96753
Pukalani Pool	90 Pukalani St. Pukalani, HI 96768

Kokua Pool	275 Uhu St. Kahului HI, 96732
Sakamoto Pool	1580 W. Kaahumanu Ave Wailuku, HI 96793
Coach Shiraishi Pool	145 Kaulawahine St. Kahului, HI 96732
New Wailuku Pool	2020 Pakahi St, Wailuku, HI 96793
Lahaina Aquatic Center	245 Shaw St. Lahaina, HI 96761

<b>Lanai Sites</b>	
Lanai DMV	309 Seventh St. Suite 101 Lanai City, HI 96763
Lanai PW Baseyard	12 <sup>th</sup> St. Lanai, HI 96763

<b>Molokai Sites</b>	
Molokai DMV	100 Ailoa St. Kaunakakai, HI 96748
Molokai PW Baseyard	7 Pueo Pl. Kaunakakai, HI 96748

**Item No. 5: Update to Section 2.4 QUALIFICATIONS**

**B.** Remove letters of recommendation requirement. Offeror will provide at least three (3) client references whose facilities are comparable in size, profile and security to the County of Maui. Please Include Company name, address, contact person and contact number.

**Item No. 6: Update to Section 3.5. COST**

Consultant will be expected to travel to 3 different islands (Maui, Molokai and Lanai) and to incorporate travel costs into their bids.

The contractor shall provide a price sheet containing a single fixed price for all services to be provided under the prospective contract, AND a price breakdown for the following:

- Security Risk Assessment
- Security Master Plan
- RFP Preparation

No additional fees shall be charged for products or services other than the single fixed price.

**Item No. 7: Questions from Bidders & Answers from the County of Maui**

Included as part of Addendum No. 1 are questions from vendors and answers from the County of Maui for RFP No. 23-24/P-158.

**Q1. What is the budget for this assessment? Is the project funded? Where is funding coming from?**

*A1. The County of Maui will be funding this project. Budget is dependent on the available funds.*

**Q2. What is prompting this assessment?**



*A2. We are seeking a Security Contractor to expand and maintain our current system.*

**Q3. Can more definition be provided on the areas and building(s) to be assessed (aerial photo with lines of demarcation). We see multiple buildings from our cursory review. Something that defines the areas to be assessed: Building use, Sq. ft, Department listing, Number of people employed, Daily visitors, Address or addresses of facilities.**

*A3. County owned Building information can be found publicly at the County of Maui Real Property website. <https://www.mauicounty.gov/1952/Real-Property-Assessment-Division>. A list of County sites are provided in this addendum. Department details, number of employees, public services, public meeting and budget details can also be found at [www.mauicounty.gov](http://www.mauicounty.gov). Further details will be provided upon contract execution.*

**Q4. Can more definition of the inventory be provided? What is required? Make/model/Software version? Please define everything that is to be inventoried.**

*A4. We currently use Avigilon and Primysis. All security components are to be inventoried; which will include, cameras, card readers, sirens, panic buttons etc. Due to the sensitive nature of the project, we are not able to share security details until the contract is awarded and confidentiality and non-disclosure agreements are signed.*

**Q5. Confirm we are to identify FSL and what is a preliminary FSL (page 11)**

*A5. An initial facility Security Level Assessment is needed for select facilities, approximately 15-20 sites.*

**Q6. Is blast consulting required? If required is this to address progressive collapse?**

*A6. No, blast consulting is not required.*

**Q7. What is meant for schematic design? Can more detail be provided? System device plan layouts?**

*A7. We would like to map out security device locations on each secured site with any recommended improvements shown.*

**Q8. Will the RFP be done at the same time, or supplementary to the report? What is the RFP timeline?**

*A8. RFP will be written after the security assessment is completed and reviewed. We expect to hire a security contractor within one year from the execution of this contract.*

**Q9. What project management application is desired?**

*A9. Currently the County is using the Primisys and Avigilon systems and will expect it to remain the same.*

**Q10. Parking areas (are there garages? Are they on-site?) How big?**

*A10. There are no parking garages. Parking is onsite and varies by location.*

**Q11. To properly scope this project, we must know all departments, or minimally**

**identify interviews that are planned at each building.**

*A11. The County of Maui has multiple sites across three different islands: Maui, Molokai and Lanai, with Maui being the bulk of it consisting of approximately 30-40 sites. Interviews will be done with County of Maui's, Chief of Security or his designee.*

**Q12. Please define the expectation of the contractor with coordinating visits. Will Scheduling be done by client?**

*A12. County of Maui's Chief of Security and selected vendor will coordinate visits after contract is awarded.*

**Q13. What are the badging requirements and training requirements for accessing building sites?**

*A13. County of Maui's Chief of Security will provide contractor with badge access after contract is awarded.*

**Q14. How many simultaneous escorts can be provided to tour facilities?**

*A14. County of Maui's Chief of Security will arrange a tour once the contract is awarded.*

**Q15. What protective equipment (PPE) is required at the building sites?**

*A15. PPE will be required, at a minimum, contractor will need a safety vest and a hard hat. It will be up to the contractor to determine the level of safety equipment necessary to provide adequate protection for its employees or subcontractors while at subject sites.*

**Q16. Is the emergency notification system to be tested?**

*A16. Yes, the emergency notification system is to be tested.*

**Q17. Define the expectation of "structure security"**

*A17. Building security.*

**Q18. Will there be a preference to WBW/DBE/VOB/SBE disadvantaged firms? Confirm that this is not a requirement.**

*A18. This is not a requirement.*

**Q19. Can a list of the bidders be provided? If not, can a list of plan/bid holders be provided?**

*A19. Once a contract is awarded, you may request to copies of submitted proposals through the State of Hawaii's Office of Information. <https://oip.hawaii.gov/>*

**Q20. Is a lighting/light metered assessment required? Is a qualitative lighting assessment acceptable?**

*A20. No lighting/light metered assessment is required.*

**Q21. Is a crime analysis required?**

*A21. A crime analysis is not required.*

**Q22. Is there a subterranean component to this assessment – interconnecting tunnels/corridors?**

*A22. This assessment does not include subterranean components.*

**Q23. What systems are in place? How many cameras, how many access control readers, how many intercoms, duress, etc. per assessment location? Generally.**

*A23. Due to the sensitive nature of the project, we are not able to share security details until the contract is awarded and confidentiality and non-disclosure agreements are signed.*

**Q24. Does systems maintenance documentation exist?**

*A24. System maintenance documents does not exist.*

**Q25. Is there an incumbent consultant now?**

*A25. There is no incumbent consultant.*

**Q26. Will an on-site presentation of findings be required?**

*A26. Onsite is preferred but the County will consider virtual presentations.*

**Q27. Do lowest bidder appears to have preference in scoring? Please confirm our understanding the lowest cost proposal is divided by the highest rank proposal (rated) x 15.**

*A27. Contract scoring will be scored as stated in this RFP section 4.1, cost.*

**Q28. Do as-built drawings exist?**

*A28. Yes, as-built drawings exist.*

**Q29. Do security systems drawings exist?**

*A29. Security systems drawings do not exist.*

**Q30. Has the County worked with any Security Consulting Firm to develop this RFP? If so, will this firm be allowed to bid on this project?**

*A30. No, the County has not worked with any Security Consulting Firm for this RFP.*

**Q31. Are there any Security System Operations and Maintenance (O&M) contractor(s) that provide security maintenance services to the facilities associated with this project? If so, will this contractor be allowed to bid on this project? Can the names of these vendors be provided?**

*A31. Yes, the County has a current vendor, Security Resources, that provides maintenance services as well as system improvements to County facilities. Offerors are encouraged to submit bids via the public purchase website. The County will consider and score each proposal and make a vendor selection that best meets the County's needs as stated in this RFP.*

**Q32. Has the County had any physical security evaluations/assessments performed at any of its facilities within the last 1 - 3 years? If so, will the consulting**

**firm who provided the services be allowed to compete for this project? Can the names of these vendors be provided?**

*A32. No assessments were performed in the past three years.*

**Q33. Has the County had any major security projects completed within the last 1 - 3 years at its facilities?**

**If so, will the associated vendor(s) be able to bid on this project? Can the names of these vendors be provided?**

*A33. The County has had many projects done in regards to its Security System. Offerors are encouraged to submit bids via the public purchase website. The County will consider and score each proposal and make a vendor selection that best meets the County's needs as stated in this RFP.*

**Q34. Can a proposal submitted by individual consultant firm (in whole or part) be used to support this project even if the consulting firm is not awarded the project?**

*A34. No.*

**Q35. What type of Electronic Security System(s) (Intrusion Detection, Access Control, CCTV, Duress, etc.) are in place at each of the facilities associated with this RFP? When were these systems installed? Where are they located? Has a full functional test ever been conducted on the Electronic Security System Components (CCTV, Access Control, Intrusion Detection, Duress) that are in place at the facilities? Are the existing Electronic Security System Components (CCTV, Access Control, Intrusion Detection) in a standalone configuration, or, are they part of a Wide Area Computer Network or Local Area Computer Network?**

*A35. The County is currently using Avigilon Camera System for our CCTV and we are using Primisys as our Access Control System. We also have duress and panic buttons throughout some of facilities and we do test our system. We do have some standalone systems as well as live video feed.*

**Q36. Has any form of Risk Assessments or Threat Assessments been conducted on any of the facilities associated with the RFP in the past?**

*A36. The County had a treat assessment completed approximately four to five years ago.*

**Q37. Is there a commercial or proprietary Monitoring Station/Security Operations Center associated with the Electronic Security Systems? If the Commercial Monitoring Station/Security Operations Center is contracted, should it be associated with this project?**

*A37. The County has a proprietary monitoring station with the current operating system. Yes, all systems should be associated with each other.*

**Q38. Are CAD/Bluebeam Revit/PDF Drawings available for each facility associated with this project to aid project efforts?**

*A38. PDF drawings will be provided once contract is awarded.*

**Q39. Does the county have a dedicated (contract or proprietary) Security Staff that oversees security operations for all of the facilities associated with this project?**

*A39. The County has dedicated security staff to oversee security operations.*

**Q40. Can an organizational chart for the County be provided that outlines where Security Operations falls within the organizational model?**

*A40. Yes, an organizational chart will be provided after contract is awarded.*

**Q41. Are any of the facilities related to this project designated as Historical Landmarks which could affect security upgrade efforts?**

*A41. The County currently has two sites listed as Historical Landmarks; Old Court-house and the Kalana Pakui Building.*

**Q42. How many sites/facilities are associated with this project? Can the names, addresses, GPS coordinates and square footage for sites/facilities associated with this project be posted to aid project pricing efforts?**

*A42. County of Maui currently has multiple sites on three Islands: Maui, Molokai and Lanai. There are Approx. 30-40 facilities on Maui and approx. 2-4 facilities on Molokai and Lanai. County owned building information can be found publicly at the County of Maui Real Property website. <https://www.mauicounty.gov/1952/Real-Property-Assessment-Division>. Specific details will be provided upon contract execution.*

**Q43. Does an inventory of security equipment exist in any form, even if it is determined to be inaccurate?**

*A43. An inventory of security equipment does not exist.*

**Q44. Will awardee be responsible for inter-island travel?**

*A44. Yes, contractor will be responsible for travel costs and should factor in travel cost with their bid.*

**Q45. Does COM have a rough order of magnitude (ROM) budget in mind for this RFP?**

*A45. Yes, the County has a rough order of magnitude budget in mind for this RFP.*

**Q46. Does COM have a current list of critical assets?**

*A46. Yes, the County has a current list of critical assets.*

**Q47. Are as-built drawings of existing systems and/or floor plans of facilities available in PDF (or similar digital) format for use by the contractor during the site assessments?**

*A47. Yes, there are as-built drawing of existing systems and floor plans.*

**Q48. Are there already existing full or partial inventories of physical security system components and/or devices available for facilities, and will they be provided to the awarded contractor?**

*A48. Yes, there are existing inventories of the physical security system components.*

*Yes, they will be provided after contract is awarded.*

**Q49. Was the scope of work for this project developed in collaboration with a consultant? If so, who was the consultant?**

*A49. No, the scope of work for this project was not developed in collaboration with a consultant.*

**Q50. Paragraph 2.3A on Page 7 and 2.3B, Bullet 4 on Page 8 describes the requirement for a Security Risk Assessment and Security Master Plan, but paragraph D on page 12 only describes requirements for a Physical Security Risk Assessment Report and Security Assessment Report. Is the Security Master Plan and the Security Assessment Report considered to be the same deliverable?**

*A50. No, the Security Master Plan and the Security Assessment Report are not considered the same deliverable.*

**Q51. Is the expression of "days" outlined throughout the scope of work to describe deadlines considered to be calendar days or business days?**

*A51. Business days.*

**Q52. Are portions or all of this project being funding by a Grant, or have contingent funds been requested through a Grant program? If so, under which grant(s) were funds requested/awarded?**

*A52. No portion of this project is being funded by a grant.*

**Q53. Does the County retain contracted services for the performance of maintenance or monitoring of its physical security systems? If so, who provides these services, and are they permitted to provide proposals in response to this RFP?**

*A53. County of Maui does monitor its security system, along with a contractor who currently maintains the physical and performance aspects of the system.*

**Q54. Page 8, Paragraph B.1, bullet 6 states that facility locations and names of structures will be provided pre-arrival for site assessments, however this information is needed up-front in order to propose an estimated cost. Which facilities are included in the 1-year base period of performance scope of work, and what is the square footage of buildings?**

*A54. County of Maui currently has multiple sites on three islands: Maui, Molokai and Lanai. A list of facilities is included in this addendum. County owned building information can also be found publicly at the County of Maui Real Property website. <https://www.mauicounty.gov/1952/Real-Property-Assessment-Division>. Specific details will be provided upon contract execution.*

**Q55. Regarding Paragraph 1.14 and 4.2 of the RFP, with the availability of funds being questionable, when does the COM anticipate receiving appropriated and/or an approved funds for this project, given that the anticipated award date is May 10, 2024.**

*A55. Funds are available in current FY24.*

**Q56. RFP, Section B, Project Objectives, Page 8 lists the following as project objective: 'Prepare a comprehensive RFP to acquire security system hardware and software that best meets the COM needs. Does the County have any specific construction/civil/electrical/design specifications that must be adhered to when developing RFP documents?**

*A56. Currently there is no specific design.*

**Q57. RFP, Section B., Project Objectives, Page 8 lists the following as project objective: 'Produce schematic design(s) for recommended physical improvements to facilities and surrounding site areas.' - Are schematic designs deliverables under this project? If so, what is the level of detail required for the schematic design(s) (concept, 35%, 65%, etc.)? Are electronic PDF/Bluebeam Revu floorplan files available for each site/facility under review?**

*A57. Yes, schematic designs are deliverables. All available PDF floorplans will be provided after contract awarded. A 35% schematic design is requested.*

**Q58. Has the county ever conducted a full Electronic Security System Network Enterprise inventory on all system hardware and software to identify the network diagrams associated with all Electronic Security System - Cameras, Intrusion Detection System (IDS) Components, Access Control Components (ACS) or Duress System (DS)?**

*A58. No, County has not conducted a full Electronic Security System Network Enterprise inventory.*

**Q59. RFP, B.5, Contractor Furnished Materials, Page 10 states: 'The Contractor shall provide two external hard drives with all deliverables and photographs OR secure file transfer'; and B.6, Deliverables and Payment Schedules, Page 10: 'The Contract shall submit final reports, any supporting documentation, external hard drive with photographs, and any other information to the Department of Management's Authorized Representative.'- If used as a deliverables transmittal method, is 1 or 2 hard drives required? Can a 1TB hard drive be submitted in place of two hard drives?**

*A59. Yes, you may use a hard drive if necessary.*

**Q60. RFP, D. Physical Security Risk Assessment and Recommendations, Page 12 lists some of the FSL Security Criteria that should be evaluated. - Should our assessments include the following FSL Security Criteria? (as they would pertain to any electronic security system components in place): - Security System Criteria- Cyber Security**

*A60. No, Cyber Security will not be evaluated.*

**Q61. RFP, 3.4 Work Plan and Approach, Page 15 states: 'Describing recent and past activities that show knowledge and experience with the scope of services as outlined, and activities in the County of Maui, State of Hawaii and the Hawaii**

**Congressional Delegation.'**- If a firm has not had the pleasure of working within the County or State can other county security assessment experience be listed (to include deliverables associated with the listed project(s))?- Will there be any preference given to security firms located within the state?

*A61. All bidders are encouraged to submit their bids via the public purchase website. Please see RFP section 4.1 and 4.2 for details on selection criteria.*

**Q62. Please describe what the county seeks in terms of "letters of recommendation" outlined in paragraph 2.4 qualifications? Are quoted comments from previous clients along with our project reference points of contact suitable to meet this requirement?**

*A62. See update to section 2.4. Removal of letters of recommendation requirement. Offeror will provide at least three (3) client references whose facilities are comparable in size, profile and security to the County of Maui. Please Include Company name, address, contact person and contact number*

**A63. Considering the vast number of questions and the time it will take for COM to respond and for the bidders to digest, would you please consider extending the submission deadline to May 17th, 2024?**

*A63. New proposal submittal deadline will be May 17, 2024.*



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**ADDENDUM #2**  
RFP 23-24/P-158

**CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT FOR COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS AND ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY VENDOR**

**NOTICE TO ALL PROSPECTIVE BIDDERS:** The following revisions are incorporated and made part of the request for proposal documents for the above referenced project.

**Item No. 1: Revised Proposal Submittal Deadline**

The proposal due date has been revised to June 17, 2024 at 4PM HST.

**Item No. 2: Update to Section 1.9 ANTICIPATED TENTATIVE TIMETABLE**

<b>Event/Activity</b>	<b>Due Date</b>
RFP Issued	April 4, 2024
Last Date to Submit Questions & Clarifications	April 18, 2024
Response to Questions & Clarifications	April 25, 2024
<b><i>Proposal Submittal Deadline</i></b>	<b><i>June 17, 2024</i></b>
<b><i>Evaluation Committee Recommendation</i></b>	<b><i>June 24, 2024</i></b>
<b><i>Vendor Selection (Award)</i></b>	<b><i>June 28, 2024</i></b>

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**ADDENDUM #3**  
**RFP 23-24/P-158**

**CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT FOR COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS AND ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY VENDOR**

**NOTICE TO ALL PROSPECTIVE BIDDERS:** The following revisions are incorporated and made part of the request for proposal documents for the above referenced project.

**Item No. 1: Revised Proposal Submittal Deadline**

The proposal due date has been revised to **June 25, 2024** at 4PM HST.

**Item No. 2: Update to Section 1.9 ANTICIPATED TENTATIVE TIMETABLE**

<b>Event/Activity</b>	<b>Due Date</b>
RFP Issued	April 4, 2024
Last Date to Submit Questions & Clarifications	April 18, 2024
Response to Questions & Clarifications	April 25, 2024
<b><i>Proposal Submittal Deadline</i></b>	<b><i>June 25, 2024</i></b>
<b><i>Evaluation Committee Recommendation</i></b>	<b><i>July 2, 2024</i></b>
<b><i>Vendor Selection (Award)</i></b>	<b><i>July 8, 2024</i></b>

RECEIPT

Receipt is acknowledged for Addendum No. 3 of the solicitation RFP 23-24/P-158.

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**ADDENDUM #4**  
**RFP 23-24/P-158**

**CONSULTANT TO PERFORM A PHYSICAL SECURITY RISK ASSESSMENT FOR COUNTY OWNED, LEASED AND OTHERWISE OCCUPIED BUILDINGS AND ASSISTANCE WITH PROCURING AND CONTRACTING A SECURITY VENDOR**

**NOTICE TO ALL PROSPECTIVE BIDDERS:** The following revisions are incorporated and made part of the request for proposal documents for the above referenced project.

**Item No. 3: Update to Section 2.1. COUNTY OF MAUI OVERVIEW**

The COM consists of the inhabited islands of Maui, Moloka'i and Lana'i and the uninhabited island of Kaho'olawe. The COM is the second largest of the four Counties in the State in area.

County of Maui is requesting proposal from qualified individuals or firms to provide analysis and recommendation on improving security for the following County Sites located on three inhabited County of Maui islands; Maui, Molokai and Lanai.

- 1) Island of Maui: Approximately 65-70 Sites
- 2) Island of Molokai: Approximately 2-4 Sites
- 3) Island of Lanai: Approximately 2-4 Sites

**Item No. 4: Update to Section 2.3, A. SCOPE OF SERVICES**

The list below is an inventory of County sites that currently have security components. Contractor will work with County of Maui's Chief of Security or designee to identify the needs for each site.

<b><u>Maui Sites</u></b>	<b><u>Estimated Area</u></b>	<b><u>Address</u></b>
Kalana O Maui (County Building)	0.2916 acres & 2.3123 acres	200 S. High St. Wailuku, HI 96793
Kalana O Maui (County Building) Parking Lot	0.0065 acres	200 S. High St. Wailuku, HI 96793
Kalana Pakui	78,048 sq ft	250 S. High St. Wailuku, HI 96793
Old Wailuku Court House	12,701 sq. ft.	150 S. High St. Wailuku, HI 96793
David Trask Building	16,255 sq. ft.	2145 Wells St. Wailuku, HI 96793
Miyahira House	17,666 sq. ft.	2154 Kaohu St. Wailuku, HI 96793
Wells Professional Building Suite 102A	522 sq. ft.	2145 Wells St. Wailuku, HI 96793

Wells Professional Building Suite 103	1,088 sq. ft.	2145 Wells St. Wailuku, HI 96793
Wells Professional Building Suite 104	1,109 sq. ft.	2145 Wells St. Wailuku, HI 96793
Wells Professional Building Suite 204	1,120 sq. ft.	2145 Wells St. Wailuku, HI 96793
Lahaina Gateway B-108	2,458 sq. ft.	325 Keawe St. Lahaina HI 96793
Wailuku Professional Center (Kress Building)	3,264 sq. ft.	2065 Main St. Wailuku, HI 96793
Wailuku Professional Suite 102/103/105	2,979 sq. ft.	
One Main Plaza Suite 219	553 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 502	751 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 640A	874 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 215	1,007 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 303	1,161 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 315	1,452 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 305	1,662 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 547	2,479 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 225	2,556 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 200	2,620 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 601	2,612 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 546	2,663 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 102	2,808 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 619 & 630	3,506 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 319 & 335	3,819 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 610 & 625	5,715 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 205	2,044 sq. ft.	2200 Main St. Wailuku, HI 96793
One Main Plaza Suite 300	1,936 sq. ft.	2200 Main St. Wailuku, HI 96793
War Memorial Gym Building Parks Dept.	38,492 sq. ft.	700 Halia Nakoia Wailuku, HI 96793
War Memorial Football Construction Baseyard	38,492 sq. ft.	265 Kanaloa Ave. Kahului, HI 96732
Central Maui Baseyard	65 acres	4655 S. Kamehameha Ave. Kahului HI 96732
Kahului Service Center	4.1 acres	110 Alaihi St. Kahului, HI 96732
DMV Pukalani	24.473 acres	90 Pukalani St. Pukalani, HI 96768
DMV Kihei	9 acres	303 E. Lipoa St. Kihei, HI 96753
DMV Lahaina	TBD	335 Keawe St. Suite 209 Lahaina, HI 96761

DMV Hana	1.6 acres	4611 Hana Hwy Hana, HI 96713
DEM Kahului Collections Baseyard	25,652 sq. ft.	58 Hana Hwy Kahului, HI 96732
DEM Kahului WWTP	18.75 acres	281 Amala Pl. Kahului HI 96732
DEM Kihei WWTP	12.93 acres	480 Piilani Highway Kihei, HI 96753
DEM Kahului Landfill	28,190 sq. ft. & 151,476 sq. ft.	1 Pulehu Rd. Kahului, HI 96732
Department of Water Office Wili Pa Loop	29,712 sq. ft.	1888 Wili Pa Loop Wailuku, HI 96793
Department of Water Baseyard Naska	22.441 acres	614 Palapala Dr. Kahului, HI 96732
Public Works Baseyard Wailuku	1.56 acres & 2.2 acres	1827 Kaohu St. Wailuku, HI 96793
Public Works Baseyard Makawao	5.2 acres	1285 Makawao Ave. Makawao HI, 96768
Public Works Baseyard Kuihelani Hwy	209 acres	Kuihelani Highway
Public Works Baseyard Lahaina	6,497 sq. ft.	3310 Honoapiilani Hwy. Lahaina, HI 96761
Public Works Makawao Municipal Parking Lot	0.7730 acres	Makawao Ave/ Rear of Liquor Shack
Public Works County Building P/Lot	0.5459 acres	Kaohu St.
Public Works Kaohu Parking Lot	0.3960 acres & 0.2568 acres	311 Kiele St. Wailuku Employee P/Lot
Public Works Hawaiian Tel Building	41,257 sq. ft.	60. S. Church St. Wailuku HI, 96793
Department of Parks & Recreation Baseyard Eddie Tam Upper & Lower	13.68 acres	931 Makawao Ave. Makawao, HI 96768
Department of Parks & Recreation Baseyard Keopuolani	109 acres	100 Kanaloa Ave. Kahului, HI 96732
Department of Parks & Recreation Hana Baseyard	TBD	Uakea Rd. Hana HI, 96713
Department of Parks Wailuku Pool	34,122 sq. ft.	2020 Pakahi St. Wailuku, HI 96793
EOC Lahaina Civic Center	16,782 sq. ft.	1840 Honoapiilani Hwy. Lahaina, HI 96761
Department of Parks & Recreation Kalama Park	36.4 acres	1900 S. Kihei Rd. Kihei, HI 96753
South Maui Gym Parks Dept	42.126 acres	1501 Liloa Dr. Kihei, HI 96753
Kihei Aquatic Center	9 acres	303 E. Lipoa St. Kihei, HI 96753



Department of Parks Waiehu Golf Course	123.57 acres	200 Halewalu Rd/ Starters Office & Maintenance Shop
Pukalani Park/Community Center	24.473 acres	90 Pukalani St. Pukalani, HI 96768
Department of Parks Central Maui Reginal Park	209 acres	4655 S. Kamehameha Ave. Kahului, HI 96732
Department of Parks Hanakao Beach Park	1 acre, 3.6 acres, 0.15 acres	Honoapiilani Highway, Lahaina 96761

<b><u>Lanai Sites</u></b>	<b><u>Estimated Area</u></b>	<b><u>Address</u></b>
Lanai DMV	14828 sq. ft.	309 Seventh St. Suite 101 Lanai City, HI 96763
Lanai PW Baseyard	TBD	12 <sup>th</sup> St. Lanai, HI 96763

<b><u>Molokai Sites</u></b>	<b><u>Estimated Area</u></b>	<b><u>Address</u></b>
Molokai DMV	4.88 acres	100 Ainoa St. Kaunakakai, HI 96748
Molokai PW Baseyard	0.60 acres	7 Pueo Pl. Kaunakakai, HI 96748

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## BFED Committee

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**From:** Michelle Santos <Michelle.Santos@co.maui.hi.us>  
**Sent:** Monday, September 23, 2024 2:13 PM  
**To:** BFED Committee  
**Cc:** Amber Bartoces; Cynthia Sasada; Josiah Nishita; Pili Nahooikaika  
**Subject:** MT#10767 Bill 124  
**Attachments:** MT#10767-BFED Committee.pdf

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*Michelle L. Santos*

Office Operations Assistant

Office of the Mayor

County of Maui

200 S. High Street 9th Floor

Wailuku, HI 96793

phone: (808) 270-7855

fax: (808) 270-7870