

ADDENDUM NO. 1

TO: All Vendors
FROM: Jason McGarry, Procurement/Contracts Administrator
SUBJECT: Addendum 1 - Physical Security Assessment
DATE: 11/20/2025

This Addendum No. 1 modifies the Request for Proposal (RFP) only in the manner and to the extent stated herein.

Questions and Answers

1. General: Can you please provide a timeline for completion of the Physical Security Assessment (PSA)?

Response: Please propose a timeline.

2. General: Is the PSA driven by a recent or chronic incident or event (i.e., property crime or customer/staff assault)?

Response: No.

3. Section 1.3 and Section 2.1: What are the working hours of Agency A, B and C? Will the selected consultant have access after hours to conduct night assessments?

Response: Most sites are open 8–5. After-hours access may be possible.

4. Section 1.3: Do you have an active security guard/patrol force? If so, how many and what hours?

Response: Only SC Works from 8:30–5 M–F.

5. Section 2.2: Should the consultant simply observe entry/exit point security or conduct 'Red Team' exercises?

Response: Focus on lighting, security cameras, ease of access, employee safety.

6. Section 2.2: Should cybersecurity aspects of access control be reviewed?

Response: Physical system only.

7. Section 2.3: Is VSS/Access Control monitoring in-house or contracted? 24/7?

Response: In-house as needed. Not 24/7.

8. Section 2.4: Should consultant observe employees or interview staff?

Response: BCDCOG will observe.

9. General: Is there a budget for this PSA? Will travel be reimbursable?

Response: No budget. Travel reimbursables are allowed.

10. General: Has there been a Threat Vulnerability and Risk Assessment (TVRA)?

Response: No. Will be addressed separately in the future.

11. General: Should consultant prepare separate SSI reports for CARTA/TCL?

Response: Entire report should be treated as SSI.

12. Should the consultant propose their own Terms & Conditions for the contract agreement?

Response: No.

13. What is the budget allocated for this project?

Response: No budget defined.

14. Is there a preferred timeline or required completion date?

Response: Please propose a timeline.

15. The Parking Garage seems to be a mixed space... Is the parking area the only area under assessment?

Response: Only the CARTA parking/office area on level 1.

16. Are the following sites open 24/7: Bus bases, Transportation Centers, Maintenance/Radio Shop, Park & Ride, Parking Garage?

Response: PNR and Parking Garage are open 24/7. Others are not.

17. Are buses equipped with CCTV, and should bus CCTV be included?

Response: Some buses have CCTV; not included.

18. Have any facilities had major security or IT upgrades/retrofits in last two years?

Response: No.

19. Is there an O&M contractor maintaining existing Security/IT infrastructure, and may they bid?

Response: Yes, and yes.

20. Do Electronic Security System devices report to a monitoring station or SOC?

Response: Not monitored.

21. Are 'As Installed' lists or 'As Built's' available?

Response: No.

22. Will after-hours access to areas be granted?

Response: Yes.

23. Are any facilities designated historical landmarks?

Response: No.

24. Are contracted or proprietary Security Officers used at sites?

Response: No.

25. Is there a dedicated (contract/proprietary) Security Staff overseeing operations?

Response: No.

26. Are existing Electronic Security System Components standalone or networked?

Response: Standalone and LAN.

27. Has a full functional test ever been conducted? Can results/logs be provided?

Response: No.

28. What Electronic Security Systems are in place at each facility?

Response: Unknown.

29. Has BCDCOG worked with any Security Consulting firm to develop this RFP?

Response: No.

30. Will there be any restrictions on site access (business hours only, escorts required)?

Response: No.

31. Are there preferred or restricted dates/times for conducting assessments?

Response: No.

32. Are there limits to days/hours for on-site activities?

Response: No.

33. Will current floor plans, site maps, or schematics be provided?

Response: No.

34. What are approximate sizes (square footage) and number of buildings?

Response: Unknown.

35. Are any areas off-limits or require special clearance?

Response: No.

36. Will BCDCOG coordinate staff interviews/meetings?

Response: Yes, BCDCOG will coordinate.

37. How many stakeholders will participate in walkthroughs/interviews?

Response: Two.

38. Is there an inventory of current security systems available?

Response: No.

39. Are existing security policies/procedures available?

Response: No.

40. Should the presentation of findings be in-person or virtual?

Response: Either.

41. Are there scoring credits for small business offerors?

Response: No.

42. Does the scope include cybersecurity/IT security review of physical systems?

Response: No.

43. What is the anticipated period of performance?

Response: Up to 5 years.

44. Is this requirement fully funded?

Response: Fully funded.

45. Is the requirement funded by federal grant?

Response: No.

46. Does BCDCOG desire a security risk assessment in addition to the physical security assessment?

Response: Yes.

47. Will the most recently completed risk assessment be provided?

Response: None exist.

48. Is this a new requirement or previously awarded?

Response: New.

49. Who is the incumbent provider?

Response: N/A.

50. Was the scope developed with a consultant?

Response: No.

51. Will there be proposal interviews?

Response: Unknown.

52. Does BCDCOG employ or contract security guards? Is evaluation included?

Response: Yes and No.

53. What scoring criteria will be used?

Response: In RFP.

54. Do resumes, cover page, cover letter count toward 20-page limit?

Response: No.

55. Should cost proposal be fixed or separated?

Response: Fixed.

56. Clarify 'Proposal Forms must be completed and signed'.

Response: Disregard.

57. What address should proposals be submitted to?

Response: See page 2 of RFP.

58. What is the final date for submitting questions?

Response: No date; submit ASAP.

59. For cost proposal, is lump-sum with task breakdown acceptable?

Response: Lump Sum.

60. What are required insurance coverages?

Response: No coverage amounts defined.

61. Does BCDCOG have floor plans of facilities to share?

Response: No.

62. Is there an anticipated start and end time?

Response: Proposers may propose schedule.

63. When does BCDCOG anticipate awarding a contract?

Response: TBD.

64. What is BCDCOG's desired completion for the services?

Response: No schedule defined; proposers may include one.

65. Will the awarded contract be a five-year contract or base year with option years?

Response: TBD.

65. Does BCDCOG have an expected start date or required completion deadline for the assessment?

Response: No

Offeror shall acknowledge receipt of Addendum No. 1 in the space provided below and return with their proposal. Failure to do so will subject the proposal to rejection.

Authorized Signature

Company Name

Date