



THE COUNTY OF GALVESTON

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May 10, 2018

PROJECT NAME: Galveston County Complex Coordinated Terrorist Attack Vulnerability Assessment and Response Project

RFP NO: B181043

RE: ADDENDUM #1

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s)

Question #1: *In reviewing the Special Provisions in the above-referenced RFP, I noted that under O. Contract Information, 2) Proposed Packet, b) Statement of Qualifications, it says "The Statement of Qualifications shall be no more than two (2) pages in length and must include the following" and then has subsections c-g. Can you please clarify whether the two-page Statement of Qualifications is to include all five topics (Company Profile, Project Experience Subject Matter Experts and Sub-Consultants, Resumes and References)? Or is it more limited in scope?*

Response: The proposal packet should include items a-g. Item C (Company Profile) is a standalone Proposal Packet component and it should not be more than two pages in length and does not include any of the other Proposal Packet components.

Question #2: *I see the consultant is to prepare a recommendation for security system upgrades. How will these be procured if there are any upgrades that are needed? Will these be funded by the same grant that the consultant is being funded by?*

Response: An security upgrades identified by the analysis will need to be procured and funded another grant or alternate funding source. There are no funds in this particular grant project to procure and implement identified security upgrades; therefore, no budget has been set for these purchases

Question #3: *I see the consultant has to have the first draft no later than June 2019 but the final draft no later than August 1, 2020, will the security upgrade or anything else that is going to be procured from this assessment start the RFP process after the first draft or the final draft?*

Response: The successful consultant will be responsible for updating jurisdictional plans after the gap analysis. The final plan updates will be done after the CCTA customized training and exercises have occurred so any additional gaps or actions may be incorporated into the final plan updates. There are four (4) basic deliverables for this project. Gap Analysis, Plan Updates, Training and Exercises. There is no equipment, system or program procurement involved in this RFP.

Question #4: *What other things could come out of this assessment besides security upgrades that you will procure?*

Response: Although there is no equipment, system or programs funded by this particular grant, Galveston County would utilize upgrades suggested through the project for future grant proposals and/or other funding sources. These would be separate from this particular grant project. We anticipate the deliverables will result in change to local/regional agency actions in the event of a CCTA.

Question #5: *Will the cyber protection system be able to be implemented through the consulting vendor or will it have to be purchased through a different method?*

Response: After the gap analysis is complete, any and all recommended equipment, systems, programs purchases would be funded through another grant or other funding source. This project does not include the purchase of any equipment.

Question #6: *Will contractor be responsible for providing food, water, or refreshments for all events?*

Response: No, the County and local jurisdictions will either provide food or a meal fee will be charged for participants

Question #7: *Will contractor be responsible for medical support for all exercises?*

Response: No. Medical support will be provided by local jurisdictions and CERT Teams.

Question #8: *Will contractor be responsible for providing the necessary equipment for exercises as well as communication devices?*

Response: The contractor will be responsible for equipment to capture and develop their responses (e.g., laptops, phones). Local jurisdictions have radios and note taking materials.

Question #9: *Will contractor be responsible for providing moulage and volunteers?*

Response: No. Local jurisdiction can provide Moulage and volunteers to be victims.

Question #10: *Will Galveston County provide suitable personnel for training and exercises at no cost?*

Response: Any suitable personnel provided at the local level will be volunteers and will not charge the County or the contractor. The contractor is expected to provide the majority of the evaluators for exercises.

Question #11: *Will Galveston County be holding a pre-proposal conference? If so, when?*

Response: There is no pre-proposal conference planned at this time.

Question #12: *Where will the onsite project manager's office be located?*

Response: The on-site manager will be located in Dickinson, Texas.

Question #13: *Will Galveston County provide computer, office supplies, access to internet and phone for the onsite project manager?*

Response: Galveston County will provide an office, office supplies necessary to do the project, internet and a land line – but not a cell phone. Contractor will need to provide a laptop/computer and cell phone service to the Project Manager.

Question #14: *What are the expected working hours/schedule of the onsite project manager?*

Response: Monday – Friday; 8:00 a.m. – 5:00 p.m. excluding Galveston County holidays.

Question #15: *Is it Galveston County’s expectation that the onsite project manager work part time at 75% effort? Is full time an option?*

Response: Full-time is an option and is dependent on price.

Question #16: *Are the tabs counted against the 10 page limit?*

Response: No.

Question #17: *The proposal states that the contractor must provide 1 unbound original and 6 copies of the proposal. The later states that the contract must provide 1 unbound and 4 copies of the proposal. Which is correct?*

Response: 1 unbound original and 6 copies.

Question #18: *Page 3 of the RFP, E. Submission Instructions states that companies are to submit 1 unbound original and 6 copies. Page 8 of the RFP, O. Contract Information, 2) Proposal Packet states companies should submit 1 unbound copy and 4 bound copies. In addition to the unbound original, could you please clarify how many copies companies should submit and whether they should be bound or not?*

Response: See response to question 17.

~~**Question #19:** *How many IT facilities, nodes, server rooms and backup locations does the County have?*~~

Response: That information is confidential and may be provided to the winning contractor. Keep in mind this project is for the geographical area of Galveston County and not just the entity of Galveston County. This project will include a gap analysis of cities, school districts, ports, special districts, etc. This count would be in the hundreds.

Question #20: *How many personnel does the County intend on training, or including in the exercise:*

Response: 30-40 training course (there are four custom courses in the project), 30-40 per table top exercise (there are four custom table tops in the project) and 200+ in the one full-scale exercise

Question #21: *Does the county have any existing cyber security plans or assessments?*

Response: Assessments are in progress with County funding.

Question #22: *When was the last penetration test?*

Response: A test was performed in 2008 with a review in 2010/2011.

Question #23: *When was the last exercise with a cyber component?*

Response: 2016

Question #24: *Does the county have any previous cyber training that was completed?*

Response: Training is done on an ongoing basis.

As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: rufus.crowder@co.galveston.tx.us

If you have any further questions regarding this proposal, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at rufus.crowder@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink that reads "Rufus Crowder" with a small flourish at the end.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County