Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. The RFP notes that the site visit will start at noon. Do you have an estimate of how long the site visit may run, or is there a hard stop time for the visit? Also, is there a need to RSVP or should we just show up at the main office and check in there?

   A. There is no definite end time for the site visit, but we estimate it lasting between 30-60 minutes. There is also no RSVP requirement. Prospective offerors may simply arrive at the main office at noon.

2. Please let me know if there any social distancing/masking requirements as a part of the visit.

   A. Prospective offerors should adhere to the latest Ohio Department of Health orders when attending site visits at the Ohio Statehouse and the Governor’s Residence. This includes wearing a facial covering and social distancing for those who are not fully vaccinated (facial coverings and social distancing not required for fully vaccinated individuals).

3. The level of insurance requirements dictated in your terms and conditions might preclude a large number of the potential independent, and non-product affiliated consultants from participation. Normal level of coverage for such a consultancy is $1,000,000/$2,000,000, which is the amount carried by my firm. Is this sufficient coverage to submit a proposal on this project?

   A. The CSRAB will not disqualify firms with insurance coverage limits that are lower than the limits requested in the terms and conditions. However, please make note of your firm’s coverage in your proposal.

4. I am unable to attend the pre-Proposal site visits on Monday, May 24 and June 2, 2021, therefore, am inquiring about obtaining the floor plans for the Capitol Square Complex or “Ohio Statehouse” which includes the Capitol building, Senate building, Capitol Atrium, Capitol grounds, underground parking garage and warehouse as well as for the Governor’s Residence.

   A. You can find a floor plan of the Capitol Square Complex at the following link: [http://www.ohiostatehouse.org/Assets/Files/1000075.pdf](http://www.ohiostatehouse.org/Assets/Files/1000075.pdf). Ohio State Highway Patrol will make a determination about the release of floor plans for the Governor’s Residence after the site visit on June 2.

5. Will the contract award include both the assessment as well as the master plan?
A. Yes, the contract is awarded as a single package including both the assessment and master plan.

6. Who conducted the most recent risk assessment for the Statehouse, and when was that assessment conducted?


7. Do certificates of insurance, the signed contract, and proposed contract edits need to be submitted with the proposal?

   A. Offerors need not provide a certificate of insurance or signed contract until after award. If there is a proposed edit to a contract term, it should be submitted with the proposal.

8. Does the Proposal’s reference to “physical security” include electronic surveillance as well?

   A. The project’s scope includes electronic infrastructure, but not cyber security.

9. Is there a set timeframe or deadline for the project to be completed by?

   A. There is no set deadline or timeframe.

10. Where do legislators enter the building?

    A. Legislators may access the building through all three entrances. House members primarily use the South sliders, while Senators and their staff primarily use the North revolver, which is accessible to cardholders only and is equipped with anti-passback controls.

11. Will the selected offeror be permitted to access the security risk assessment completed in 2012?

    A. The 2012 risk assessment will not be available.

12. Who are the stakeholders referenced in the RFP? Are these to be determined by the selected offeror?

    A. The stakeholders are to be identified by the CSRAB. They include the Senate and House leadership, CSRAB employees, the Sergeants at Arms, and the Ohio State Highway Patrol. They may also include Ohio Government Telecommunications, and the Auditor’s and Treasurer’s Offices, who have ceremonial offices in the building.

13. In conducting the assessment, to what degree would the selected offeror have access to the Sergeants at Arms to ask questions regarding security?

    A. Yes, the Sergeants at Arms are included in the key stakeholders group.

14. Is there an oral presentation component to the project?

    A. CSRAB’s Evaluation Team may decide that they would like to conduct oral presentations.

15. Is the artwork in the Statehouse inventoried and appraised? Would the selected offeror have access to that information?

    A. Yes, the Ohio Statehouse Museum and Education department of the CSRAB is charged with overseeing the Statehouse collections. The selected offeror may request information from the Museum and Education department when carrying out the project work.

16. What is the purpose of the warehouse owned by the CSRAB?
A. The warehouse serves as a storage facility for overstock items and materials owned by the CSRAB.

17. What is the percent of camera coverage?

A. The location and coverage of cameras at the Statehouse will only be disclosed to the selected offeror.

18. Should questions regarding submittals be submitted prior to June 11?

A. Yes, questions must be submitted before June 11, 2021 at 5:00 PM.

19. With respect to deliverables, should there be two separate comprehensive security reports and master plans?

A. Yes, the selected offeror must supply separate comprehensive security reports and master plans—one security report and master plan for the Capitol Square Complex, and another security report and master plan for the Governor’s Residence.

20. How specific should the cost proposal be?

A. Not very specific—rough order of magnitude is requested. Costs should be broken down by Capitol Square Complex and Governor’s Residence as shown on Attachment A.

21. What kind of affirmation is required stating that the offeror is not product-affiliated?

A. A simple statement (a sentence or two) in the Proposal is sufficient.

22. Does the CSRAB have any specific budget expectations?

A. There are no specific budget expectations.

23. Please advise what is considered a victim-assisted crime in the context provided? (Citing Section 2.2 Phase 2 – Assessment and Recommendations, 2.2.2 Security Awareness programs intended to reduce victim-assisted crimes.)

A. This refers to violent crime such as rape, assault, murder, kidnapping, and domestic violence that might result in the use of Victim’s Assistance Programs.

24. Are tours of the Governor’s Residence guided by staff?

A. Yes.

25. How many staff work in the Governor’s Residence?

A. There are five internal (Residence) staff and three external (grounds) staff.

26. Are the Governor’s Residence windows secured?

A. The 1st and 2nd floor windows are sealed. The 3rd floor windows may be opened.

27. Is there an elevator in the Governor’s Residence?

A. Yes, the elevator travels from the basement to the 3rd floor with access at every level.

28. Has a previous assessment been done on the Governor’s Residence?
29. Will the assessments conducted for the Governor’s Residence be available to the contractor awarded the bid?

A. If relevant information is needed from previous assessments, it may be made available. The expectation is that this assessment will be independent from any previous assessment and any old assessment information will not be relied upon in producing the new requested assessment.

30. Is the artwork in the Governor’s Residence catalogued?

A. Yes, all art in the Residence is on loan from the Ohio History Connection. The actual art on display changes as the curator’s direction.

31. Is the Governor’s Residence on the Historic Registry?

A. Yes.

32. Is mail received directly at the Governor’s Residence?

A. Yes.

33. Is there a gate in the fence at the rear of the Governor’s Residence grounds?

A. No, the only gates are off the front drive.

34. Is there perimeter lighting?

A. No.

35. What is the acreage of the property?

A. 3 acres.

36. In paragraph 2.1.12 you require a review of Emergency Notification Systems. Is this review limited to the sites under review and the notification of personnel housed therein?

A. Yes, the review should focus on the current system, notification protocols, and the ability to notify staff and visitors of emergency situations or critical information.

37. What is your definition of victim-assisted crimes?

A. See answer to question number 23.

38. While other threats and vulnerabilities may be identified, such as cyber, CBRNE, etc., is it correct that the focus of this assessment is the physical and operational security of these facilities and the planned response to any crisis therein?

A. The assessment should focus primarily on security infrastructure and operational protocol. Response, other than notification, should not be a focal point of this assessment. Response planning after an emergency is not part of this assessment.

39. Information contained in these reports will be extremely sensitive. In the Terms and Conditions, you state that work product “shall be made freely available to the general public”. This could result in grave consequences. Do you have a mechanism to protect security sensitive information?
A. The quoted provision further states: “unless otherwise specified by the CSRAB.” The CSRAB will be requiring the selected offeror to sign a confidentiality and non-disclosure agreement to safeguard confidential information. Information that is not confidential or not otherwise exempt from disclosure must be available by the CSRAB to the public under Ohio public records law. The CSRAB will make these determinations.

40. Is it possible or will you be posting a copy of the sign in sheets from the site visits of the Statehouse and Governor’s residence from May 24 and June 2 respectively?

A. A copy of the sign-in sheets from the site visits will be made available upon request.

41. In attachment C, Agreement between the Capitol Square Review and Advisory Board and [Name of Consultant], Section XIII. Insurance, B. 1. It states Commercial General Liability (CGL): written on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than $5,000,000 per occurrence. Is the insurance coverage requirement of $5,000,000 listed above negotiable?

A. See answer to question 3.

42. Is there a particular risk methodology that is preferred by the CSRAB to conduct the Security Risk Assessment?

A. The methodology adopted by the offeror should comply with the Risk Assessment Standard (ANSI/ASIS/RIM RA.1-2015) established by ASIS in 2015 as it applies to the scope of the assessment being requested.

43. Is the CSRAB receiving any grant funding to support this project?

A. No.

44. While you have stated there is no timeframe or deadline for the project to be completed, is there a desire for the project to be completed within 1 year from the time of award, or what timeframe would be considered optimal?

A. We would expect project completion by the end of calendar year 2021.