DESCRIPTION: The Citadel is seeking a Consultant for a comprehensive safety and security assessment of The Citadel Campus.

TYPE OF AMENDMENT:
- [ ] Change to Solicitation Scope of Work
- [ ] Change to Pricing Pursuant to Existing Contract Clause.
  Clause Name ___________________. Clause No. __________________________
- [ ] Administrative Amendment to Solicitation (such as changes in paying office, name of Agency Contract Administrator, etc.)
- [x] Other Change:

IMPORTANT NOTICE:
- [x] Amendment Modification: Contractor is required to sign this document and return one copies to the procurement officer named above by the following date: January 13, 2016.
- [x] Amendment Modification: Contractor is required to acknowledge receipt of this document in writing by the following date: January 13, 2016. Contractor does not indicate agreement with change simply by acknowledging receipt.

DESCRIPTION OF CHANGE / AMENDMENT:
Questions and Answers attached.

Except as provided herein, all terms and conditions of the solicitation referenced above remain unchanged and in full force and effect.

SIGNATURE OF PERSON AUTHORIZED TO EXECUTE THIS CHANGE ORDER ON BEHALF OF CONTRACTOR:
By:_____________________________________________
  (authorized signature)

_____________________________________________
  (printed name of person signing above)

Its:_____________________________________________
  (title of person signing above)

Date: ___________________________________________

SIGNATURE OF PERSON AUTHORIZED TO EXECUTE / ISSUE THIS CHANGE ORDER / CONTRACT MODIFICATION ON BEHALF OF USING GOVERNMENTAL ENTITY:
By:_____________________________________________
  (authorized signature)

_____________________________________________
  (printed name of person signing above)

Its:_____________________________________________
  (title of person signing above)

Date: ___________________________________________

CHANGE ORDER (AUG 2004)
1. The solicitation scope of work (item 4.d, page 13) indicates that the Consultant is to “Evaluate current academic and administrative facilities and technology”. Are the barracks or any housing to be included in this part of the assessment? Barracks.

2. We count 44 buildings, based on the online Campus Map. Is that correct number for the assessment? 51 buildings. Ranging in size from 100,000 SF to 2,000 SF.

3. The solicitation scope of work (item 6, page 13) indicates that the Consultant is to “develop security training for faculty, staff, administrators and students.” Can you elaborate on the level of development? Is the Consultant to
   a. Recommend specific types of training and training or material sources for each specific need, or Yes
   b. All of (a) and prepare training syllabuses and supporting materials for each specific need, or No
   c. All of (a) and (b) and provide actual training where appropriate. No

4. Is an assessment of exterior light levels on pathways and surface parking lots required as part of the vulnerability assessment? Yes

5. To better estimate the level of interview and on-site effort required, will/can you provide the selected Consultant with any of the following?
   a. Floor plans of each of the 51 buildings and a campus site plan in electronic format (PDFs, AutoCAD, Revit, or JPEGs)? Documents are available to review at The Citadel and will be provided at contract award.
   b. Building electrical and mechanical systems information (i.e. generator capacities, fuel types and capacities, and loads served, where applicable)? Information is available to review at The Citadel and will be provided at contract award.
   c. As-built drawings, system design drawings, plans, etc. indicating information on the electronic security systems implemented (access control, video surveillance, etc.)? Documents are available to review at The Citadel and will be provided at contract award.
   d. As-built drawings, system design drawings, plans, etc. indicating information on the life-safety systems implemented (fire alarm, mass notification, warning systems, etc.)? Information is available to review at The Citadel and will be provided at contract award.
   e. Crime statistics for 2014 and 2015 from your incident reporting systems? Information is available to review at The Citadel and will be provided at contract award.
   f. Copies of your current policies and procedures (other than that available on-line)? Information is available to review at The Citadel and will be provided at contract award.
   g. Copies of your current staffing schedules, Police/Security Staff job descriptions, Public Safety Department Organizational Chart, Officer posts and post orders? An on-site walkthrough can be arranged to satisfy most of these questions.
   h. How many buildings on campus will be included in the assessment? There are 51 buildings with no housing areas.
   i. What start or end dates for the project have been defined? 1st Quarter 2016 (February).