



HON. ROBERT J. TORRES
CHIEF JUSTICE

HON. ALBERTO C. LAMORENA, III
PRESIDING JUDGE

Judiciary of Guam

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DANIELLE T. ROSETE, ESQ.
ADMINISTRATOR OF THE COURTS

May 16, 2025

MEMORANDUM:

To: All Prospective Offerors

From: Administrator of the Courts

Subject: Amendment No. 5
Re: RFP 25-06; Upgrade of Access Control Systems and Provide & Install Closed Circuit Television (CCTV) for the Forensic Lab Building, Mangilao, Guam

Below are responses to questions submitted to my office:

1. Please provide the floor plan indicating existing RFID doors, new RFID doors, and CCTV camera placements (s).

Response: For doors, please see **Attachment 1**.

For CCTV, Offerors may propose the camera layout based on the specifications and number of cameras provided in this document. The camera layout will be documented and included in the final system design plan, ensuring optimal coverage of all critical areas, both interior and exterior.

2. Please advise who manages the existing Access Control Software at the Forensic Laboratory.

Response: Under normal circumstances, the Chief Criminalist manages the access control system. However, the current system is running solely on the control panel's "memory." Since the computer used to operate the system ran on Windows XP, it is no longer supported, therefore, no changes can be made beyond what the panel itself currently "remembers."

3. Is the current system installed, managed via Web Address, Desktop Application and/or Mobile App?

Response: Desktop Application; please see response to question no. 2.

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4. Does the forensic laboratory currently have a firewall? If so, please provide the type and whether it is managed or not managed.

Response: Yes, the forensic laboratory operates under the Government of Guam's network infrastructure, which includes the use of SonicWall firewalls. These firewalls are centrally managed and maintained under the oversight of the Office of Technology (OTECH). Permission and coordination with OTECH are required for any modifications, access, or security-related configurations. This centralized management ensures consistency, compliance, and a secure environment across all GovGuam agencies.

5. On Exhibit B, line 16 and item #19, who would be the point of contact for the testing of the system?

Response: Chief Criminalist Monica Salas and Captain Darren Caldwell.

6. Please provide the Gate model type and motor for all your entry gates?

Response: Gates were fabricated.

- a. Rolling Vehicle Gate: Fabricated chain link, pipes, rollers, and gate opener chain.
- b. Pedestrian Swing Gates (2): Fabricated from chain link, pipes, hinges and latch.
- c. Gate Operator: Model: Lift Master Elite Series; Motor YSLB-250-4-B001, ½ HP, Type F, up to 1000 lbs.

7. Please provide the minimum resolution requirement for the CCTV cameras.

Response: The minimum resolution requirement for the CCTV cameras is 1080p (Full HD). This resolution ensures clear image quality suitable for identifying individuals and capturing detailed activities in both day and low-light conditions. Higher resolution cameras (e.g., 4K) may be used in critical areas where greater detail is required.

8. Please advise if an NVR (Network Video Recorder) will be needed for the CCTV requirement? If so, how many days of camera footage would you need to store for us to determine adequate storage capacity?

Response: Yes, an NVR (Network Video Recorder) will be required for the CCTV system to manage and store video footage from all connected cameras. The recommended minimum storage retention period is 30 days of continuous recording for all cameras. This retention period aligns with general best practices for security and investigative purposes. Exact storage capacity will depend on the number of cameras, resolution, frame rate, and recording mode (e.g., continuous vs. motion-based).

9. Please advise the size requirement for the UPS.

Response: The size requirement for the UPS (Uninterruptible Power Supply) will depend on the total power load of the CCTV system, including the NVR, network switches, and cameras. However, as a general guideline, a minimum 1500VA UPS is recommended for small to mid-sized setups to provide at least 15–30 minutes of backup power for essential equipment. For larger systems or longer backup times, a rack-mounted UPS rated between 2000VA to 3000VA or higher may be required. Final sizing should be based on a full power consumption assessment of all connected components.

10. Would the new system be managed by an existing PC or a new one?

Response: It is recommended that two dedicated workstations be procured as part of this bid to support camera system programming, monitoring, and management tasks. These workstations will ensure smooth operation of the client software, system configuration, and ongoing monitoring activities. The suggested specifications for each workstation are as follows:

- a. Operating System: Windows 11 Pro
 - b. Storage: 1TB SSD (minimum)
 - c. Memory: 32GB RAM
 - d. Processor: Intel i7 or AMD Ryzen 7 (or higher)
 - e. Display: Dual-monitor capable (optional, but recommended for surveillance applications)
 - f. Other Requirements: Compatible video graphics card and network interface to support high-resolution video streaming from the NVR system
11. Please provide a breakdown of the requirements listed on the “Test Checklist”.

Response: Offerors may develop and submit a comprehensive test checklist as part of their proposal. This checklist must describe how the offeror will validate and document the functionality and security of all access control system components, including proximity readers, PIN code entry, and CCTV integration (if applicable).

12. Please provide a breakdown of the “hand-off” requirements upon completion of this project.

Response:

- a. System Documentation: Provide a full set of as-built documentation and system details, including:

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- 1) As-built drawings (as applicable): Accurate layout of installed gates, readers, and camera locations.
- 2) Wiring diagrams: Cable routes, terminations, and labeling.
- 3) Device inventory list: Make/model, serial numbers, IP addresses, firmware versions.
- 4) Access control programming: Door schedules, user access levels, reader configurations.
- 5) Camera configurations: Field of view, resolution, retention settings, recording schedule.
- 6) Integration maps: If systems (e.g., access control & video management) are integrated.
- b. System Testing & Commissioning Reports: Demonstrate that the system is installed and functioning correctly. Training materials should also be handed off (manuals, cheat sheets, SOPs).
 - 1) Factory Acceptance Test (FAT) and/or Site Acceptance Test (SAT) reports.
 - 2) Test results for each access point (badge read, door lock, alarms).
 - 3) Camera verification: Confirm proper coverage, angle, focus, and recording.
 - 4) Power/load tests and battery backup checks (if applicable).
- c. Training: Provide comprehensive training to relevant stakeholders.
 - 1) End-user training: How to operate access control and video systems.
 - 2) Admin training: How to add/remove users, run reports, export footage.
 - 3) IT training: System administration, backups, and firmware updates.
- d. System Credentials & Access: Turn over secure access to the system:
 - 1) Administrator login credentials for all relevant systems.
 - 2) Documentation of user roles and permissions.
 - 3) IP schema and network integration details, if applicable.
 - 4) Remote access procedures and VPN configuration (if remote management is part of the system).
- e. Support & Maintenance Documentation: Ensure the crime lab has ongoing support information.
- f. Warranty information for all components (as applicable).
 - 1) Contact info for technical support or emergency response.
 - 2) Preventive maintenance schedule and tasks (e.g., camera cleaning, firmware updates).
 - 3) Service level agreements (SLAs) if a maintenance contract is in place.
- g. Regulatory & Security Compliance: Provide documentation supporting compliance with security protocols.
 - 1) Chain of custody for sensitive components (like reader encryption keys).
 - 2) Background checks or clearance records for installers (if required).
 - 3) Audit trails from commissioning showing authorized user testing.
 - 4) Access logs during install (who had access and when).
- h. Final Acceptance Sign-Off: Conduct a formal close-out meeting and obtain signatures.

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- i. Punch list completion verification. End-user sign-off acknowledging all systems are operational. Certificate of completion from installer or project manager.

13. What would be the warranty on your existing hardware?

Response: One (1) year from the date of hand-over.

14. On Exhibit B, line item 26, who would be responsible for repairing the vehicle entry gate? i.e. electrical work, support structure for RFID, motor repair, cabling, vehicle sensor plates.

Response: Offeror may propose a design and submit pricing for additional work such as electrical work, support structure for RFID, motor repair, cabling, etc. as a separate line item and is an optional work.

15. During the site inspection, the operation of the front gate was unclear due to spatial constraints, specifically the location of the access reader island and the gate exit sensors. Please provide the proposed design solution to rectify this issue.

Response: Offeror may propose a design and submit pricing for additional work such as electrical work, support structure for RFID, motor repair, cabling, etc. as a separate line item and is an optional work.

16. Will the government consider an alternative entrance design to address the aforementioned spatial constraints at the front gate?

Response: Yes, Offeror may propose a design and submit pricing for additional work such as electrical work, support structure for RFID, motor repair, cabling, etc. as a separate line item and is an optional work.

17. Please provide the updated camera specifications as mentioned during the site inspection.

Response: All proposed camera models must meet or exceed the specifications listed to ensure compatibility, reliability, and compliance with applicable federal and local regulations. As discussed during the site inspection, the updated camera specifications for the CCTV system are as follows:

- a. Resolution: Minimum 1080p (Full HD); 4MP or higher preferred for enhanced image clarity
- b. Lens Type: Varifocal (2.8mm – 12mm) for adjustable field of view
- c. Night Vision: IR (Infrared) capabilities with at least 30 meters (98 feet) range

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- d. WDR (Wide Dynamic Range): 120dB or higher for better performance in varied lighting conditions
 - e. IP Rating: IP66 or higher for outdoor cameras (weatherproof)
 - f. Vandal Resistance: IK10-rated enclosures for cameras installed in high-risk areas
 - g. Power: PoE (Power over Ethernet) supported for simplified installation
 - h. Compliance Requirements:
 - 1) CJIS Compliant: Ensures adherence to FBI Criminal Justice Information Services security standards
 - 2) TAA Compliant: Must be compliant with the Trade Agreements Act (TAA) for use in federally funded projects
 - 3) NDAA Compliant (optional but recommended): Ensures the camera is not manufactured by blacklisted foreign vendors, aligning with U.S. federal security procurement policies
18. The bid documents do not clearly define whether the existing systems are to be repaired, replaced, or completely upgraded. Please clarify the scope of work. G4S recommends a complete upgrade of the access control system to ensure optimal performance and longevity.

Response: Offerors are required to submit two (2) pricing. One is to repair the existing, and the other pricing is a complete upgrade of the entire system. Only one of the two options will be awarded and will be based on funding availability.

19. Please provide the camera layout referenced during the site inspection. Please confirm that the government will provide the two workstations required for client system access for programming purposes.

Response: Offerors may propose the camera layout based on the specifications and number of cameras provided in this document. The camera layout will be documented and will be included in the final system design plan, ensuring optimal coverage of all critical areas, both interior and exterior.

Regarding client system access, it is recommended that two dedicated workstations be procured as part of this bid to support camera system programming, monitoring, and management tasks. These workstations will ensure smooth operation of the client software, system configuration, and ongoing monitoring activities. The suggested specifications for each workstation are as follows:

- a. Operating System: Windows 11 Pro
- b. Storage: 1TB SSD (minimum)
- c. Memory: 32GB RAM
- d. Processor: Intel i7 or AMD Ryzen 7 (or higher)

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- e. Display: Dual-monitor capable (optional, but recommended for surveillance applications)
- f. Other Requirements: Compatible video graphics card and network interface to support high-resolution video streaming from the NVR system

20. Please provide the updated specifications indicating which doors will be equipped with both keypad and proximity card readers.

Response: Three (3) doors will require keypad/pin entry and proximity card readers.

- a. Firing Range
- b. Drug Evidence
- c. Drug Standards

21. Please confirm the project would be locally funded and if possible, provide the government estimate for the upgrades.

Response: This project is locally funded. We cannot disclose a government estimate. Offerors are reminded that pricing is subject to negotiations.

22. Please provide a comprehensive listing of the current status of all existing door strikes, as discussed during the site assessment.

Response: Please see **Attachment 1** for layout location and **Attachment 2** for listing.

23. Please clarify responsibility and warranty coverage, particularly regarding the use of existing devices. G4S recommends complete system replacement to mitigate potential warranty issues and ensure system reliability.

Response: For existing, one (1) year from the date of hand-over.

24. Please provide as-built plans for the existing systems.

Response: Unfortunately, there are no as-builts for the parts of the system that were installed during all upgrades

25. Please clarify Scope of Work, section a. number 26 on page 48. Are bidders being requested to repair the upper vehicle and two pedestrian gates as well as replace appurtenances at all gates?

Response: Offeror may propose a design and submit pricing for additional work such as electrical work, support structure for RFID, motor repair, cabling, etc. as a separate line item and is an optional work.

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26. Under the General Terms and Conditions, it states that we should comply with the Wage Determination (#17) and the Davis-Bacon Act (#24). These are two different acts and have two different wage rates. Which Act is required?

Response: Offerors are required to comply with Wage Determination item #17 of the RFP General Terms and Conditions.

- a. If the answer to the above is the Wage Determination, do we comply with the Executive Order 14026 as shown on the Register of Wage Determination (Attachment E)?

Response: Yes.

Please be reminded that this Amendment shall be acknowledged in your proposals. Failure to acknowledge this Amendment No. 5 may result in disqualification from this RFP.

Should you have any questions please contact the Procurement office at **(671) 300-7994/475-3212/3175** or email at mantonio@guamcourts.gov and kperez@guamcourts.gov.



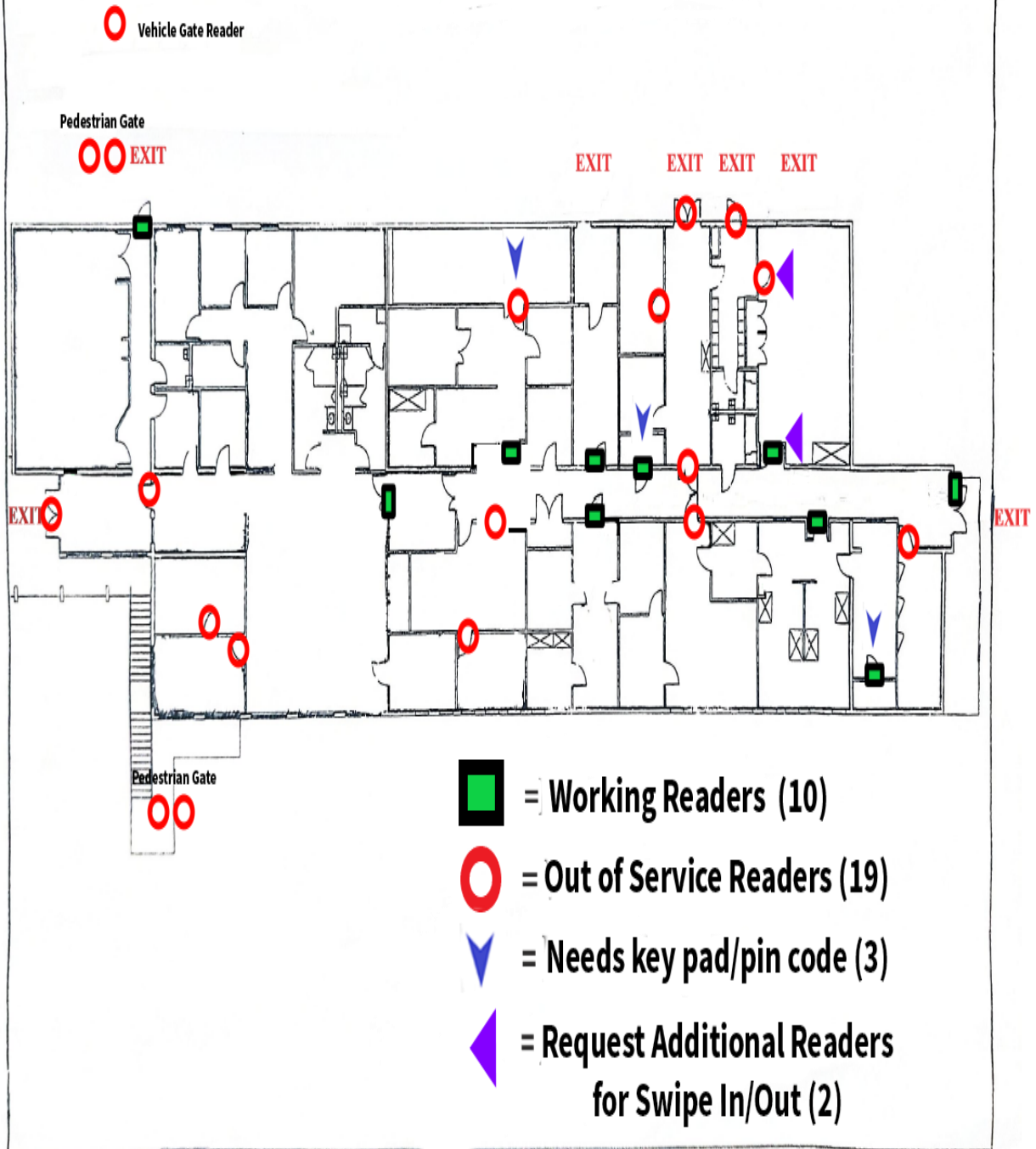
DANIELLE T. ROSETE

cc: RFP File

ATTACHMENT 1

Guam Police Forensic Crime Lab

ACS Readers



Attachment 2

Door No.	Location	Reader Operational	Electric Strike Operational	REX Operational
1	Corridor Exit	YES	YES	YES
2	Chem Flam Rm	NO	NO	NO
3	DAU Exam	YES	YES	NO
4	DAU Drug Standards	YES	YES	YES
5	Vehicle Bay (Hallway)	YES	YES	YES
6	Vehicle Bay (Decon)	NO	NO	NO
7	Decon Exit	NO	NO	NO
8	CSI Processing Exit	NO	NO	NO
9	CSI Evidence Room	NO	NO	NO
10	CSI Processing Hallway	NO	NO	NO
11	Serology Exam	NO	NO	NO
12	DAU Drug Evidence	YES	YES	N/A
13	Serology Evidence	YES	YES	YES
14	Latent Fingerprint Exam	YES	YES	YES
15	Photo Lab	NO	NO	NO
16	Photo Lab Office	NO	NO	NO
17	Firearms Exam	YES	YES	YES
18	Firing Range	NO	NO	NO
19	Biovestibule	YES	YES	NO
20	AFIS Office	NO	NO	NO
21	AFIS File Room	NO	NO	NO
22	Admin Entry	NO	NO	NO
23	Employee Entry	YES	YES	YES
24	Public Entry	NO	NO	NO
25	Vehicle Gate	NO	NO	NO
26	Upper Pedestrian Gate Exit	NO	NO	NO
27	Upper Pedestrian Gate Entry	NO	NO	NO
28	Lower Pedestrian Gate Exit	NO	NO	NO
29	Lower Pedestrian Gate Entry	NO	NO	NO