

**AMENDED EXHIBIT A
QUESTIONNAIRE FOR FURNISHING
STATEWIDE SECURITY SERVICES FOR THE JUDICIARY**

1. Name of Bidder: _____

2. Business Organization:

Individual ___ Partnership ___ Corporation ___

3. Principal Address: _____

If a **corporation**, please answer the following items 4 through 7:

4. Date incorporated: _____

5. State of incorporation: _____

6. Bidder is authorized to do business in Hawaii: Yes ___ No ___

7. Name of the principal officers:

President _____

Vice-President _____

Secretary _____

Treasurer _____

Others _____

If a **partnership**, please provide the following items 8 through 12:

8. Date organized: _____

9. Type of partnership: _____
(General, Limited, Other)

10. Date agreement recorded: _____ Location of recordation: _____
County/State

11. Partnership registered in Hawaii: Yes ___ No ___

If yes, date of registration: _____

12. List name and residence address of each partner (including silent partners) and whether he/she is a general, limited, special or other kind of partner and list share of each partner:

<u>Name</u>	<u>Address</u>	<u>Share</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

13. Complete History of Bidder's Experience Furnishing **Similar** Security Services:

Name of Company: _____

Address: _____

Person to Contact: _____ Phone: _____

Period of contract service: _____

Number of guards employed under contract: _____

Number of posts and hours for each post per day: _____

Nature of security services performed; i.e., responsibilities, type of business, frequency of contact with public, **armed** posts, etc.:

Use EXHIBIT A (Supplement) to list additional security contracts.

14. Submit TRAINING MANUAL with this Exhibit A. Describe in detail the training program to be used for all security officers under this contract. Use extra pages as necessary.

15. For each program subject listed in your TRAINING MANUAL, the bidder shall specify a qualified/certified instructor. Information containing the background, education, work and academic experiences/certifications for each instructor must be described on Exhibit D and attached to this Exhibit A.
16. A Bond will be required for this contract which may be in excess of **\$500,000.00**. During the transition period of the Security Services to the successful bidder there will be substantial cost involved with the possibility of adding more people to the company payroll, actually working under the contract for one (1) month and the Judiciary taking 30 days to pay that first invoice. The intended Bidder should have the financial resources and be able to furnish proof of those resources, when ask to do so, to accomplish this mission.
17. The Judiciary reserves the right to determine whether or not an instructor is qualified to teach under this contract. Allowing a bidder to submit a bid shall not be construed as approval of the bidder's training program or instructor. The Judiciary reserves the right to require a bidder awarded the contract to change, modify, or upgrade its training program.
18. Bidder hereby consents to and authorizes the Judiciary to confirm all or any portion of the information listed in Items 1 through 15.

Attachments: Resume(s) of instructors
Exhibit A Supplement (Question 13)

Bidder: _____

Signature: _____

Title: _____

Date: _____

(Affix Corporate Seal if available)

**EXHIBIT B
BIDDER CERTIFICATION**

Date _____

Financial Services Director
The Judiciary, State of Hawaii
1111 Alakea Street, 6th Floor
Honolulu, HI 96813

Dear Financial Services Director:

Attached is a list of individuals by **name, Judiciary site, and post** to be assigned as security personnel to perform work under the **“PROVIDE STATEWIDE SECURITY SERVICES TO THE JUDICIARY”** contract.

(1) I hereby certify that the required background checks are completed for the named individuals. As evidence, I have attached the appropriate Attachments with copies of the completed background checks for each individual, which are in compliance with the specifications.

(2) I hereby certify that each of the individuals listed meets all PHYSICAL, EDUCATIONAL, and TRAINING REQUIREMENTS of the proposal. I attach EXHIBIT D as evidence.

(3) I hereby certify that the listed individuals have received or will receive prior to the contract Notice to Proceed (NTP) date the training requirements in Section 1.5 of the SPECIFICATIONS. I attach Exhibit H as evidence.

(Staple items 1, 2, and 3 together for each individual.)

(4) I have attached separately the names and positions of the individuals to be assigned as supervisors and included their resumes.

Bidder: _____

Signature: _____

Name of Signer: _____

Title: _____

Subscribed and sworn before me this _____ day of _____, 20____ .

Notary Public, _____ Judicial Circuit, State of Hawaii

My Commission expires: _____

TRAINING CERTIFICATE

CSO ___ SA ___

COURT SECURITY OFFICER (CSO)

- A. Use of firearms (not applicable)
- B. Use of force
- C. Security and Safety Program
- D. Constitutional, Federal, State and County laws
- E. Judiciary Rules, Regulations and Operating Procedures
- F. Report writing and court appearances
- G. Laws of arrest, search and seizure
- H. Bombs and explosives
- I. Hazardous materials first responder awareness
(Basic 8 hour course)
- J. Crowd Control and emergency response & procedures
- K. Basic first aid, CPR & AED
- L. Respond to Terrorist related events & activities and security breaches

SECURITY ATTENDANT (SA)

- A. Security and Safety Program
- B. Constitutional, Federal, State & County laws
- C. Judiciary Rules, Regulations and Operating Procedures
- D. Report writing and court appearances
- E. Crowd control and emergency response
- F. Basic first aid, CPR and AED

Trainee Signature

Date

Training Officer Signature

Judiciary Security Representative

TRAINER CERTIFICATION FORM

1. **Course:**_____
2. **Certified Trainer:**_____
3. **Phone number:**_____
4. **Email address:**_____
5. **Certification: (Attach Copies)**

APPROVED_____

Date