



May 8, 2018

Patty Mota
Purchasing Agent
New Fairfield School Safety and Security Committee
3 Brush Hill Rd.
New Fairfield, CT 06812

Re: **Proposal for Security Consulting Services**

Dear Ms. Mota:

Thank you for providing Nationwide Security Corporation with the opportunity to provide you this proposal for Security Consulting Services for your School System. This proposal includes a safety and security audit as outlined in the RFQ, Bid Number 2017-18BOE3.

Nationwide Security Corporation is a full-service security firm specializing in security consulting and physical and operational security. We are a privately-owned company with over 33 years of experience in the industry. Our advice and recommendations are based solely on the needs of our clients.

We look forward to adding New Fairfield Schools to our list of satisfied clients. If you have any questions, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Gouin", written in a cursive style.

Brian Gouin
Senior Security Consultant

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PROJECT OVERVIEW

Nationwide Security Corporation proposes to perform a safety and security audit of the following schools:

- New Fairfield High School / Middle School – 54-56 Gillotti Rd.
- Meeting House Hill School – 24 Gillotti Rd.
- Consolidated School – 12 Gillotti Rd.

The overall objective of the project is:

- Gather all the information necessary for the audit, to include a document review and interviews.
- Perform an on-site safety and security review of the schools, including buildings and grounds.
- Prepare a report outlining the results of the audit including commendations and recommendations.

PROJECT METHODOLOGY

Phase 1: Document Review

Documents will be gathered from the schools in order to assist in the assessment. They at a minimum will include:

- All available documentation on existing physical and electronic security systems
- Existing plans in place, i.e. lock-down, emergency evacuation, and crisis preparedness plans
- Security Operational Policies and Procedures
- Emergency Operations Plan
- Visitor Procedures
- Security Officer Post Orders
- All Hazards School Safety and Safety Plan
- Communications with Law Enforcement.

Phase 2: Interviews

Questions based upon the documents reviewed will be asked of the appropriate personnel with opportunities for stakeholders to provide input on the schools' security posture. Based on stakeholder schedules, these will be done either via phone calls or at the beginning of the on-site assessment. These at a minimum will include:

- All members of the New Fairfield School Safety Committee
- School Administrators
- Resource Officers
- Facilities and Grounds Supervisors
- Other City or Contractor representatives deemed necessary

Phase 3: On-Site Assessment

Physical Security Measures

Once the document review and interviews are complete, a site assessment will be conducted at all of the schools. The following physical security measures will be reviewed:

- Lock and key control
- Perimeter barriers and controls
- Fencing and landscaping
- Vendor and delivery access
- Perimeter entry point access
- Parking areas
- Electronic access control systems
- Electronic CCTV systems
- Electronic intrusion systems
- Audio and video intercom systems
- Paging systems
- Security screens and window film
- Lighting – after dark

Procedural Security

A 'reality check' of all policies and procedures will be conducted. The implementation of policies and procedures, as well as the adequacy and appropriateness thereof, will be observed. This includes at a minimum:

- Review of existing security and emergency procedures and practices
- A security review of any areas of procedural concerns identified in the interviews
- Special characteristics of the school which, through design or function, create security issues
- Visitor sign-in and sign-out procedures, hallway monitoring personnel, and communications equipment and procedures

Staff / Personnel

A review of the role of district staff as it pertains to security will be conducted. At a minimum this includes:

- School Resource Officers
- Resident State Trooper
- Administrators
- Safety Advocates

The review will include both the current functions that staff performs along with where no staff exists to perform necessary functions.

Phase 4: Report

A report will be written for the New Fairfield School Safety and Security Committee to include all the information gathered from the document review, interviews, and on site assessment. The report will include commendations and recommendations.

The report will include all phases of the audit: physical security, procedural security, and personnel. All recommendations will be school specific to improve security on the campus. Cost estimates will be provided where appropriate.

PROJECT RESOURCES

In order to provide the above services, NSC will require the following resources from New Fairfield Schools:

1. Timely access to the information listed within this proposal and any personnel necessary for project completion.
2. Complete access to the schools and access to appropriate stakeholders during the site visit.
3. A single point of contact for the project to provide communication and scheduling.

PROJECT COST

NSC is pleased to offer New Fairfield Schools with a firm fixed price of \$9,680 inclusive of all expenses.

PROJECT SCHEDULE

Once NSC receives authorization to proceed, the project will begin within two weeks and the report will be delivered within four weeks.

COMPANY PROFILE

Nationwide Security Corporation (NSC) is a privately-owned company in business since 1983. NSC began as a small security integration firm expertly doing design build projects and has grown into a well respected full service regional commercial security firm.

As a security consulting firm, our objective is to provide our clients with professionally objective security advice and guidance and to help our clients obtain the maximum value from their security resources and expenditures.

Experience

Over the past thirty years, NSC has developed a special expertise in analyzing and protecting critical assets for all types of facilities. NSC recently added Senior Security Consultant Brian Gouin to the staff with his own thirty years of industry experience, the last sixteen years as an independent security consultant. Brian will be leading the team for this project.

Because no two clients are the same, NSC does not take a cookie-cutter approach to security consulting services. All our advice and recommendations are based solely on the specific needs of the client.

Confidentiality

Due to the sensitive nature of this project, all work performed for New Fairfield Schools and any information provided will be held in strict confidence to the extent permitted by law. NSC's private and commercial contracts and projects are all subject to Confidentiality Clauses.

Contact Information

Company:	Nationwide Security Corporation
Address:	65 North Branford Rd., Suite 8, Branford, CT 06405
Telephone:	(203) 785-0300
Website:	www.nationwidesecuritycorp.com
Contact:	Brian Gouin, Senior Security Consultant
Email:	briang@nationwidesecuritycorp.com

Brian Gouin

Brian Gouin has over 30 years of experience in the security field. Prior to his current position as Senior Security Consultant for Nationwide Security Corporation, he owned Strategic Design Services, LLC and was an independent security consultant providing operational and physical security risk assessments as well as system design and project management services for electronic burglary, CCTV, access control, gate operator and monitoring facility systems. Brian also provided security management services such as security personnel supervision, employee training, and ongoing security management operations. He is the author of two books, Security Design Consulting and The Marijuana Project, and has contributed to a number of other security related books and other industry journals and magazines.

Brian has extensive experience and training in electronic security hardware and software, industry installation best practices, and overall physical and operational security. Brian has developed security programs from the ground up inclusive of physical security, policies and procedures, and security personnel. He also provided ongoing security management services for clients needing only part time management. These include security personnel supervision, employee training including workplace violence, ongoing vendor support, policy manuals, operations center management, and security program cost analysis. Prior to 2001, Brian owned a successful security installation company serving hundreds of clients which designed, sold, and installed commercial, institutional, industrial, and residential burglary, fire, CCTV, access control, and gate operator systems. The company also actively participated in the design, installation, and review of many municipal monitoring station facilities.

Brian has worked on projects ranging from various types of cultural properties, data centers, healthcare facilities, manufacturing facilities, entertainment venues, office buildings, educational facilities, and government facilities. He also managed the quality control / assurance function for United States Department of Homeland Security's (DHS) protection force at federal government buildings. Brian's experience is that of the real world and not just theory. Both his background in the installation field and his personal participation in security management operations help to make projects go smoother and ultimately helps to achieve a better quality end product.

Brian is a member of the International Foundation for Cultural Property Protection (IFCPP) and the American Society for Industrial Security - International (ASIS). He is a former Director of the Board and Chairman of the Professional Certification Board for the International Association of Professional Security Consultants (IAPSC). He has been a member of the PSP item development group for the Professional Certification Board, ASIS.

Professional Affiliations

American Society for Industrial Security - International (ASIS)
International Foundation for Cultural Property Protection (IFCPP)
National Fire Protection Association (NFPA)
National Association of Chiefs of Police