



CITY OF FORT LAUDERDALE EXECUTIVE AIRPORT

**TECHNICAL PROPOSAL
AIRPORT SECURITY SERVICES
Solicitation Number #RFP-545-11298**



**City of Fort Lauderdale
Procurement Division
100 North Andrews Avenue, Room 619
Ft. Lauderdale, Florida 33301**



**CSI Corporation
1975 E. Sunrise Blvd., #602
Fort Lauderdale, Florida 33304**



**King Intelligence and Security
Services, Inc.
545 North Andrews Avenue #208
Fort Lauderdale, Florida 33301**



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Use or disclosure of data contained on this page is subject to the restriction on title page of this proposal.



CSI Corporation
 1975 E. Sunrise Blvd., Suite 602
 Fort Lauderdale, Florida 33304
 954-522-0511



King Intelligence and Security Services, Inc.
 545 North Andrews Avenue
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 954-938-2685

TAB 1. BID / PROPOSAL SIGNATURE PAGE

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

Submitted by: Johnetta Holland 11/12/2013
 (signature) (date)

Name (printed) Johnetta Holland Title: President

Company: (Legal Registration) CSI CORPORATION

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/>).

Address: 1975 E. SUNRISE BLVD., SUITE 602

City FT. LAUDERDALE State: FL Zip 33304

Telephone No. 954-522-0511 FAX No. 954-522-0510 Email: JHOLLAND@CSICORPDC.COM

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): 3-5

Payment Terms (section 1.04): 10 Total Bid Discount (section 1.05): 2%

Does your firm qualify for MBE or WBE status (section 1.09): MBE WBE

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>
---------------------	--------------------

P-CARDS: Will your firm accept the City's Credit Card as payment for goods/services?

YES NO

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS.** If this section does not apply to your bid, simply mark N/A in the section below.

Variations:

revised 6-16-11



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TAB 2. COST PROPOSAL PAGE

PART VII - PROPOSAL PAGES – COST PROPOSAL

Proposer Name CSI CORPORATION

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor must quote firm, fixed, annual rate for all services identified in this request for proposal. This firm fixed annual rate includes any costs for travel to the City. No other costs will be accepted. This firm fixed annual rate will be the same for the initial contract period.

Failure to use the City's COST PROPOSAL Page and provide costs as requested in this RFP, may deem your proposal non-responsive.

Description	Cost/Hour		Est Total	Annual Cost
Security Manager (40hrs/week)	<u>\$27.04</u>	X	2080 Hrs	<u>\$ 56,243.20</u>
Senior (Rotating Shifts)	<u>\$22.03</u>	X	6680 Hrs	<u>\$ 147,160.40</u>
Airfield Patrol Officer (Rotating Shifts 56hrs/week)	<u>\$ 20.55</u>	X	5840 Hrs	<u>\$ 120,012.00</u>
Estimated Grand Total/Year				<u>\$ 323,415.60</u>

Extra Security Officer (No vehicle required)* \$ 16.00 /hr

*This Security Officer will be on an as needed basis and will not factor into cost for basing award. This Security Officer will be for scheduled and non-scheduled events at the Airport or Downtown Helistop. For non-scheduled events the Security Officer should be able to respond to the Airport or Downtown Helistop for assignment within four (4) hours.

Number of days that the Contractor will need for personnel training and initial startup 7 Days
at no cost to the City.

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TAB 3. LOCAL BUSINESS PREFERENCE CERTIFICATION/ E-VERIFY AFFIRMATION STATEMENT/NON-COLLUSION STATEMENT

RFP NO. 545-11298

TITLE: Airport Security Services

LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local BUSINESS preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this RFP. Violation of the foregoing provision may result in contract termination.

(1) _____ is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the City of Fort Lauderdale current year Business Tax Receipt **and** a complete list of full-time employees and their addresses shall be provided within 10 calendar days of a formal request by the City.
 Business Name

(2) King Intelligence and Security Services, Inc. is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Business Tax Receipt **or** a complete list of full-time employees and their addresses shall be provided within 10 calendar days of a formal request by the City.
 Business Name

(3) _____ is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.
 Business Name

(2) _____ requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
 Business Name

(3) _____ requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
 Business Name

(6) _____ is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. and does not qualify for Local Preference consideration. (Notary not required for Class "D")
 Business Name

PROPOSER'S COMPANY: King Intelligence and Security Services, Inc

AUTHORIZED COMPANY PERSON: Kaola King *Kaola King* 11/12/2013
 NAME SIGNATURE DATE



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ATTACHMENT "A"

E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No: 545-11298

Project Description: Airport Security Services

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: CSI Corporation

Authorized Company Person's Signature: Margo Briggs

Authorized Company Person's Title: Vice President

Date: 11/12/2013

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NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
<u>Johnetta Holland</u>	<u>None</u>
<u>Karla King</u>	<u>None</u>
_____	_____
_____	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.



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TAB 4. LETTER OF INTEREST

Letter of Interest

November 12, 2013

City of Fort Lauderdale
Procurement Services Division
100 North Andrews Avenue, Room 619
Fort Lauderdale, Florida, 33301

Re: Response to Solicitation for Security Guard Services at the city of Fort Lauderdale Executive Airport and Downtown Helistop - Request for Proposal #545-11298

Dear Sir/Madam

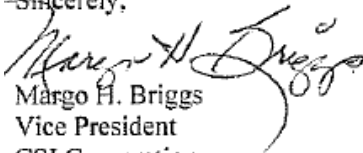
CSI Corporation (CSI) and King Intelligence and Security Services, Inc. (King) are pleased to present to you this Proposal to provide Airport Security Services for the City of Ft. Lauderdale Executive Airport and Downtown Helistop. Our Team is composed of two minority-woman-owned security services companies – CSI Corporation, which maintains an office in Ft. Lauderdale and King which is headquartered in Ft. Lauderdale. CSI will serve as the Prime Contractor and King as our Subcontractor. Both companies pride themselves in providing dependable, quality services that are cost efficient. The Team's executive management is made up of former police and military officers and longtime commercial security professionals. The combined experience of both companies in the Security industry exceeds 100 years. We would like to note here that CSI and King's offices are located within eight (8) and seven (7) miles of the Ft. Lauderdale Executive Airport, respectively.

Hiring experienced, talented, and motivated professionals and providing them with educational programs, constant training so that they remain up to date on best practices in the field, and incentivizing our officers to perform their assigned security duties efficiently, while treating everyone with whom they interact in a positive, courteous manner are a large part of our Team's combined success.

The CSI/King Team is pleased to submit an original hard copy plus two (2) additional hard copies of this Proposal, along with five (5) CD copies, in response to the above-referenced RFP. We look forward to working closely with the City of Fort Lauderdale, at the Executive Airport and Downtown Helistop for the City's Transportation and Mobility Department, in the very near future.

Should you need additional information related to this technical proposal, please contact me at the above address or call us at (954) 522-0511.

Sincerely,


Margo H. Briggs
Vice President
CSI Corporation

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TAB 5. NARRATIVE

The CSI/King Team will comply with the requirements of this City of Fort Lauderdale security contract. These requirements include:

“The Contractor shall provide sufficient and qualified personnel to patrol the Airport’s specified property, tenant aprons, runways, taxiways, and any other areas within the Airport property as may be designated by the Airport Manager. In addition, the Airport may require a Airfield security officer to be posted at the Airport or Downtown Helistop on a scheduled or non-scheduled basis.”

The CSI/King Team will ensure that all areas under the control of the Executive Airport are patrolled on a 24 hours basis. Further, we will ensure that the following services are performed:

- **Maintain duty assignments - Main Gate Post – Main Lobby Entrance – Other posts including the Downtown Helistop**
- **Maintain a log of activities; manage contact lists; manage inventory of security badges**
- **Enforce Access Control requirements**
- **Key Control Management**
- **Monitor all intrusion alarms, fire alarms and coordinate response**
- **Monitor the 911 system**
- **Monitor CCTV and response processes**
- **Enforce electronic equipment and property control policies**
- **Conduct perimeter patrols as required by Post Instructions**
- **Present a neat and clean appearance**

Essential Duties and Responsibilities

The CSI/King Team cannot overemphasize the necessity to have competent supervisors involved in the scheduling and oversight processes. The Senior Airfield Patrol Officer will directly supervise all security personnel scheduling to work on his/her shift.

The Senior Airfield Patrol Officer must demonstrate the ability to make decisions involved with the day-to-day operation while ensuring every decision is cost effective and in compliance with the City of Fort Lauderdale protocol, and the King Security policies and procedures.

The Senior Airfield Patrol Officer will monitor the work schedule in the performance of his/her daily tasks, monitor special attention requests, review the pass-down report log, e-mail messages, reassignment requests from competent authority, and daily check lists and telephone procedures.

The Senior Airfield Patrol Officer will provide guidance to on-duty officers and to those off-duty officers who may call or come into the office for assistance.

On a daily basis, the Senior Airfield Patrol Officer will review call-offs, to determine whether an on-duty officer or another part-time office can fill an authorized vacancy in the schedule, so as to prevent overtime, or officers working an inordinate amount of hours.



The Senior Airfield Patrol Officer will inspect each officer working on the City of Fort Lauderdale contract to ensure officers report or work on time. Also, the shift supervisor will inspect officers to determine whether the officer is in proper uniform, all required equipment is being carried and in a serviceable condition. Also each vehicle will be inspected to ensure that all required equipment is working. An inspection form will be completed each shift to document these inspections. These inspection forms will be made available to the Contractor and the Airport Management.

Patrol officers will be equipped with a Daily Activity Report (DAR) to document all of the required inspections during their shift. Shift supervisors will periodically inspect the DAR to ensure that officers are performing according to contract requirements. Also, the Shift Supervisor will review the CCTV on a daily basis to confirm that officers are being vigilant during their shift. Officers who fail to perform will be cited with Corrective Action Reports, for minor derelictions. Officers will be removed from the contract for egregious violations of the rules.

The Security Manager will:

- Provide guidance to schedulers on necessary officer changes due to sick calls, training requirements or other circumstances.
- Ensure that schedulers perform assigned tasks in logical order and that they are using good judgment with respect to prioritizing and completing daily duties.
- Ensure that officers' records, including time and attendance and training records are complete and accurate.
- Maintain a current listing of all officers home and cell telephone numbers in the event that officers need to be called back to work. Develop and maintain a listing of "**floater officers.**" These officers who work less than 40 hours will be used when a full-time officer request leave or fails to report when scheduled.
- Ensure that all officers on the contract are cross-trained to allow for flexibility in making duty assignments.
- Encourage the Senior Airfield Patrol Officer to continually develop and improve their decision-making skills in order to enable them to function independently as sometimes required by company or shift shortages.
- Perform six month and yearly Senior Airfield Patrol Officer's evaluations.
- Liaison with IT department to continually develop enhancements to scheduling software in an effort to provide the best possible working tools for scheduling.
- Train all scheduling personnel for both new hires and recurrent personnel.
- Perform various administrative functions such as inspection of schedules for scheduled overtime, or officers working on their day off; review work schedules for vacations and holidays.
- Establish and maintain break officers on the contract. This will allow all officers and supervisors to receive a break during their scheduled shift.
- Accomplish such other duties as may be assigned by the Airport Management. The Security Manager will be responsible for periodically contacting Airport Management to advise of the status of contract deliverables.



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TAB 6. BUSINESS LICENSES AND CERTIFICATIONS

***CSI AND KING'S BUSINESS LICENSE AND CERTIFICATIONS
CAN BE VIEWED AT ATTACHMENT 1***



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TAB 7. EVIDENCE OF INSURANCE

***CSI AND KING'S CERTIFICATES OF INSURANCE CAN BE
VIEWED AT ATTACHMENT 2***

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TAB 8. COMPANY PROFILE

General Information – CSI

Legal Name	CSI Corporation
Corporate Address	633 Pennsylvania Avenue, NW, 3 rd Floor Washington, DC 20004
Telephone Number	855-804-5800
Fax Number	202-722-3301
Email Address	mbriggs@csicorpdc.com
Web Page Address	www.csicorpdc.com
Legal entity	Corporation
Years in business	5
Local or regional	Local
Owner	Johnetta Holland, Ft. Lauderdale, FL
Proposed Airport Project Managers/Supervisors	James McCray, Miami Gardens, FL Shivella Kinsler, Ft. Lauderdale, FL Margo Briggs, Ft. Lauderdale, FL
Office Address Where Managers Will Respond From	1975 E. Sunrise Blvd, Ste 620, Ft. Lauderdale, Florida 33304
Local Office Telephone Number	954-522-0511
Local Office Fax Number	954-522-0510

General Information – King

Legal Name	King Intelligence and Security, Inc.
Corporate Address	545 North Andrews Avenue, Suite 208 Fort Lauderdale, Florida 33301
Telephone Number	954-624-2040
Fax Number	954-653-9160
Email Address	kaolak@kingintelligenceandsecurityservices.com
Web Page Address	www.kingintellsec.com
Legal entity	Corporation
Years in business	5
Local or regional	Local
Owner	Kaola King, Resident of Lauderhill, FL
Proposed Airport Project Manager/Supervisor	
Office Address Where Managers Will Respond From	1975 E. Sunrise Blvd., Ste. 620 Ft. Lauderdale, FL 33304
Office Telephone Number	954-522-0510

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TAB 9. DESCRIPTIONS/PICTURES

Uniforms and Equipment

It is the policy of the CSI/King Team to ensure that all airfield security officers are professionally attired, and our Team agrees to provide appropriate uniforms in accordance with the specifications of the City of Ft. Lauderdale Executive Airport's requirements. All employees assigned to the Airport will be dressed in a work uniform that will bear identification patch(es) reading "EXECUTIVE AIRPORT SECURITY". These uniforms will display an identification nametag on the uniform. The Team's officers and supervisors uniforms will include appropriate breast, cap and arm badges. Arm patches will be on the left shoulder of the uniform jacket and shirt. Identification name tags will be worn over the right breast shirt pocket. We will maintain all equipment in good condition. The Team will distinguish Officers from Supervisors by the appropriate designation on the uniform's shoulder epaulet. ***Officers and supervisory personnel will not provide themselves with any unauthorized supplemental or personal equipment.***

Immediately after contract award and prior to contract start date, The Team will provide a listing of all equipment which will be used on site at the Airport to the City of Fort Lauderdale. We will keep this list current throughout the life of the contract.

All Team Officers and Supervisors will wear the identical color and style of uniform, including clothing for inclement weather, with appropriately styled feminine uniforms worn by female members.

Officers and Supervisors will not wear or display any other corporate or personal identification on their uniforms. They will wear their uniforms only while on duty. They will not wear their uniforms for commercial agendas.

All uniforms issued to officers and supervisory personnel will be released clean, pressed, and serviceable. The CSI/King Team mandates that all employees keep their uniforms in good condition.

The CSI/King Team's uniform requirements are conveyed to the employees verbally, and a copy of the uniform requirements is included in both company's handbooks. Our Supervisors, Project Managers, and QC Managers are continually inspecting uniforms for compliance with uniform requirements. This includes inspecting footwear for proper color, appearance, style, and cleanliness.

The figure below depicts the CSI/King Team's Grooming Standards for officers and supervisors:



CSI/KING TEAM GROOMING STANDARDS

Eyewear: Only prescription eyeglasses will be worn with the uniform. Officers will not wear sunglasses or dark-tinted glasses inside the buildings, except upon the written recommendation of a physician. Frames with a faddish style are prohibited.

Jewelry: Outlandish piercing for males and females in exposed areas is not allowed.

Accessories: Only authorized patches, pins, etc., can be worn with the uniform on duty. Off duty, no CSI patches should be worn outside working destinations.

Hosiery: Hosiery must be navy blue or black in color. Hosiery and socks must cover the ankles and shall not contain and bear patterns.

Undergarments: Designed or lettered undergarments should be kept concealed at all times while on duty. Female airfield security officers should be in appropriate undergarments, which do not distract from the uniform and are not visible while wearing the uniform.

Cosmetics: Cosmetics should be worn as a complement to and not to distract from the appearance of the uniform. Eccentric colors are prohibited even to cover tattoos, scars, and/or bruises. Males are not to wear any nail polish or lipstick.

Mustaches: Mustaches must be neatly trimmed with no longer than one-quarter ($\frac{1}{4}$) inch of growth beyond the corner of the mouth.

Hair: Hair should be kept clean and neat at all times and not interfere with the proper wear of the headgear. Females should not have hair extending more the two and one-half ($2\frac{1}{2}$) inches below the bottom of the collar. Males should keep hair at the top of the collar or above.

Sideburns: Sideburns should be kept neat at all times, not extending below the ear canal or passing one-half ($\frac{1}{2}$) inch backward from the outer corner of the eye.

Beards: No beards or goatees are permitted unless a Shaving Waiver signed by a licensed physician is presented.

Fingernails: Fingernails must be worn clean and neatly trimmed at all times, not exceeding one-eighth ($\frac{1}{8}$) inch beyond the fingertip. Males must only wear clear polish. Females may only wear a neutral color polish.

Figure 1. Grooming Standards

CSI Airfield Security Officer in Uniform



CSI Uniform Patch



These uniform and patch examples will be modified to contain appropriate identification specific to the Ft. Lauderdale Executive Airport.

King Airfield Security Officer in Uniform



King Uniform Patch



These uniform and patch examples will be modified to contain the appropriate identification specific to the City of Ft. Lauderdale Executive Airport.

Vehicle Information

The CSI/King Team will be using the 2013 Ford Escape to provide roving patrols at the Executive Airport. See Tab 10 for additional information on the proposed vehicle.



2013 Ford Escape Specifications	
Max Seating Capacity	5
Drive Type	Front Wheel/4 Wheel Drive; 2.5L Duratec I-4E
Transmission	6-speed Select Shift Automatic
Wheelbase	105.9
Maximum Towing Capacity	3,500 lbs with 2.0L EcoBoost and Class II Trailer Tow Package
Wheels	15" Painted Sparkle Silver Alloy
Condition	Used Vehicle in Excellent Condition (Approx 25,000 Miles)

Vehicle Maintenance

The CSI/King Team will inspect its vehicles every shift to ensure that they are kept in excellent condition. The officer using the vehicle for the shift will inspect the vehicle prior to driving the vehicle. All damage will be recorded on the vehicle inspection sheet. Also, the officer using the vehicle for his/her shift will inspect all of the fluid levels prior to driving the vehicle, as well as the tire pressure. The vehicle will be kept in a clean condition.



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The vehicle maintenance schedule will require that the vehicle's oil and filter are changed every 5,000 miles. During this time, the tires will be rotated and all fluid levels will be replenished. During this maintenance visit, the vehicle's tire tread will be inspected along with the front end alignment. The brakes will be inspected to determine whether they need to be replaced.

Supervisors shall be tasked with inspecting the vehicles used by officers on a weekly basis. The site supervisor will physically inspect the vehicle's exterior for damage, as well as cleanliness of the vehicle inside and outside. A form will be used by the site supervisor to document their weekly inspections. The supervisor will also check the fluid levels weekly for compliance with directives to the officers who used the vehicle on a daily basis. Lastly, the site supervisor will ensure that the vehicle maintenance schedule is followed, to ensure that the vehicle is maintained in excellent condition.

TAB 10. EQUIPMENT

4X4 Sport Utility Vehicles (SUV)

Two (2) late model (no older than one (1) model year at the beginning of the contract) **Ford Escape SUVs** - well maintained, fully operational (see photo at Tab 9. Descriptions/Pictures. The vehicle shall also be equipped with a yellow light bar and appropriate markings (Fort Lauderdale Executive Airport Security Patrol) in 6" reflective lettering and a trailer hitch capable of pulling 2000 pounds.

Each vehicle shall have a professionally installed 2-way vehicle aviation radio with at least 5 watts of power, as well as a hand held aviation band transceiver with a back-up battery. Each radio shall have the capability of transmitting and receiving on 720 frequencies. The vehicle radio shall remain on at all times and the hand held unit shall be on and with the airfield security officer any time they are outside the vehicle.

Each vehicle shall have a locker with the listed items enclosed: first aid kit, flashlight, small tool box containing pliers, screwdriver, adjustable wrench, etc., rain gear including rubbers boots, jackets and pants, vehicle tow strap with hooks on each end, and an operational and current fire extinguisher capable of extinguishing A, B and C type fires. The vehicle shall also be equipped with a scoop type shovel, push broom, and one plastic five gallon bucket.

An additional backup vehicle will be available within 30 minutes and have the equipment and capabilities of the other assigned vehicles. Equipment in section C and D shall then be transferred to the back-up vehicle. This vehicle will be equipped with an amber rotating or flashing beacon. The City reserves the right to require the Contractor to install and/or carry additional equipment provided by the City at the discretion of Airport Management.

Radios



Motorola CP200 (UHF/VHF)

Each airfield security officer on duty shall have a radio compatible with the City's radios and the proper number back-up batteries to ensure no interruptions to service. The radio shall remain on at all times, ready to receive incoming calls. The Airport Management will be able to call the airfield security officer on duty at any time to discuss Airport conditions or situations.

Vehicle Mounted Radio

All vehicles used on the City of Ft. Lauderdale Executive Airport contract will be equipped with the Motorola DM4601 UHF/VHF vehicle mounted radio.



Nextel Cell Phones

CSI will provide officers with a suitable Nextel cell phone that is compatible with the City of Ft. Lauderdale Executive Airport's phones, along with backup batteries and charging units. These cell phones will be capable of sending and receiving text messages and sending and receiving photos.





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TAB 11. JOINT VENTURE

There will be no Joint Venture for this contract.



TAB 12. QUALIFICATIONS/EXPERIENCE

CSI Corporation

CSI is licensed, bonded and insured to provide security services in the states of Florida, Texas, California, Pennsylvania, Virginia, Maryland, and the District of Columbia. Our primary lines of business include Physical Security Service, Security Training/Certification, and Background Checks.

CSI Corporation is certified to participate in the U.S. Small Business Administration's Historically Underutilized Business Zone (HUBZone) Program, and is also certified as a local small disadvantaged and/or minority-owned business by multiple Washington, DC area government agencies. Its solid foundation and steadfast principles are built upon integrity, personalized client support and professionalism. CSI prides itself on strong management skills, excellent employee relations, and the ability to work as a team. CSI is composed of a team of professionals that have a wealth of experience and successful track records in quality service and savvy management skills. One of CSI's main priorities is to maintain close relations with its customers by interacting with designated contact persons on a regular basis to ensure that all requirements are exceeding their expectations. CSI synergistically combines innovation, strength and a sense of purpose coupled with responsiveness, to enhance contract compliance: the result - *customer satisfaction* and *outstanding performance*.

- **CSI has provided armed and unarmed airfield patrol services at the Houston Air Route Traffic Control Center, in Houston, Texas, during the past five (5) years. Airfield security officers worked 7 days a week, perform access control, including locking and unlocking specific entrances/exits and turning lights on/off in their duty area at specific times; package screening, personnel screening, traffic control, visitor processing, communications and dispatching, patrol operations, and emergency and event response, including perform simple emergency-related functions that activate or deactivate building systems. They operate security equipment on post, including closed circuit television (CCTV).**
- **CSI has provided armed and unarmed airfield patrol services at the Dallas/Fort Worth ARTCC, in Fort Worth, Texas. Over the past five (5) years, security personnel performed patrol duties throughout the airport, access control duties, locking and unlocking doors, visitor badging duties, and other airport duties as assigned. Officers also monitor and operate building fire alarm and environmental and intrusion detection systems, communications systems, and other protection devices or building equipment. Officers report in writing all incidents and events.**
- **CSI team provided unarmed airfield patrol services to the Edwards Air Force Base, in Edwards California, over the past five (5) years. Officers' duties included patrol duties throughout the airport, access control duties, locking and unlocking doors, visitor badging duties, monitoring and operating building fire.**



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King Intelligence and Security Services, Inc.

Ms. Kaola King, President/CEO King Intelligence and Security Services, Inc. is directly responsible for instilling the service-oriented dedication exhibited by King Employees at every level, by being available to King clients and taking a "hands on" approach every day. She manages the day-to-day activity of the corporation and oversees accounting, operations and business development. Finally, she has hundreds of employees and continues a steady and impressive growth trend within the security industry through legendary attention to detail and unmatched security and public safety experience and expertise.

King has performed security related services for the Broward County Sheriff's Office, and the Fort Lauderdale, Florida, Staff Accountant Division, Bureau of Finance and Budget. Moreover, King has provided security at Commercial Centers, Construction sites, Community Events, Homeowner's Association's, Hotels and Hospitals, Restaurants, Bars, Retail Establishments, Mall Security, Corporate Security, School Security, Armed Agents, Workplace Violence Prevention, Estate Security, Celebrity and Dignitary Protection, Red Carpet Events, Movie Video Piracy Protection, and VIP Protection.

TAB 13. STAFF

CSI/King has selected James McCray as the Security Manager on this contract. Mr. McCray will have overall management responsibility for all personnel and posts specified in the Solicitation. In addition, Mr. McCray will have access to and the full support of our Chief Operations Officer who will function as the corporate advocate and mobilize the necessary resources to support the project. Ms. Shivella Kinsler will serve as our Senior Airfield Manager. Their specific duties and responsibilities are outlined in the Post Orders, which can be viewed as Attachment 4.

In the development of this proposal, the CSI/King team has reached beyond the ordinary recruitment processes to identify staff candidates and supervisors who have years of experience in the field of public safety. Our Team’s Airport and Security Manager and Senior Airfield Manager’s resumes and qualifications are included as Attachment 3. The CSI/King Team will consist of a total of (6) security personnel.

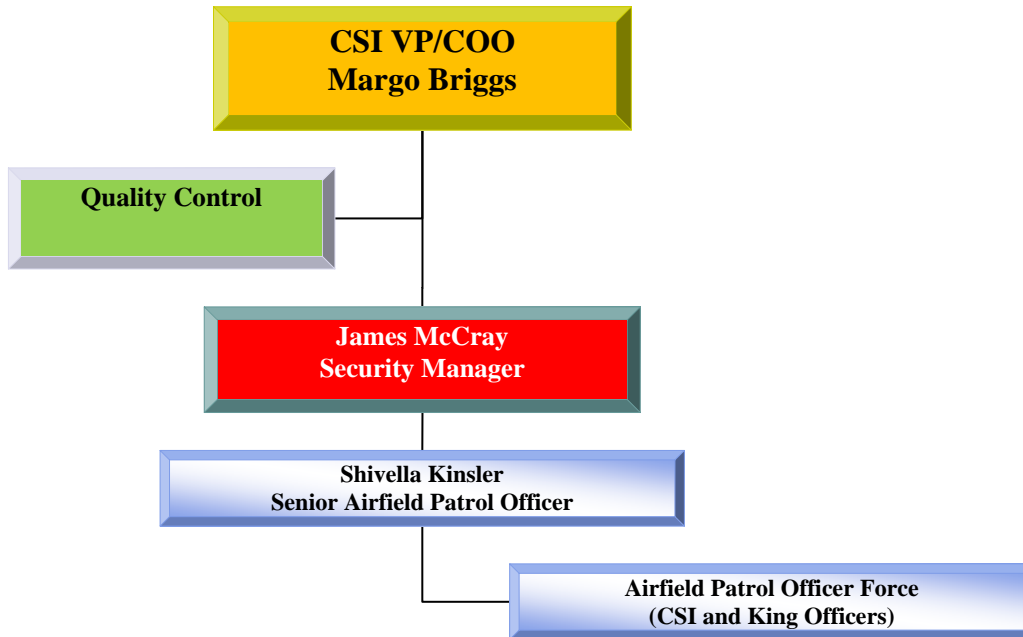


Figure 2. Project Organization Chart

Lines of Authority

Recruitment – Our Human Resource Manager is responsible for initial recruiting, screening and selection of candidates. All security officer candidates are then interviewed by a minimum of one Supervisor and the Project Manager. The Project Manager has the ultimate authority in the recruiting and hiring process.

Disciplinary Actions – The Supervisors initiate disciplinary actions with oversight by the Project Manager. Disciplinary Actions that result in terminations are reviewed by the Program Manager.



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Staffing Plans / Work Schedules – Staffing Plans are initially developed by the Project Manager with assistance from the Human Resource Manager and Quality Control Manager. Specific work schedules are completed by the Project Manager with support from Supervisors.

Contract Administration – Contract administration functions are handled by the Contract Administrator with support from the Project Manager and Program Manager as required.

Operating Plan

The CSI/King team has a history of extensive customer service and proven customer support. We work with the customer on a proactive basis to ensure all needs are met with quality results in a timely manner. Our team can provide a comprehensive and total solution for the city of Ft. Lauderdale Executive Airport's security operations needs now and into the future. Our Operating Plan, outlined below, is predicated upon our ability to recruit, screen, and hire the most qualified personnel in the industry. That, coupled with our commitment to customer service, has become the foundation for our continuous and unprecedented growth in the highly competitive security industry.

Recruitment and Retention

We attribute much of our success and rapid growth to our ability to recruit, hire, train and manage qualified and motivated employees. Qualified employees are the most valuable asset we can offer to our customer. Before assigning any individual to a project, CSI/King provides written documentation that the employee meets all requirements. Our exhaustive recruiting procedure uses a pre-qualification checklist form and database management system to record and confirm that each employee meets all contract requirements before we submit that person as a candidate for the project. In addition, a random quality control review is conducted by our Corporate Human Resources Department prior to the candidate being submitted for client approval.

We can assure you that we can accomplish our staffing goal as we have proposed, 100% manned with qualified, trained personnel by day one of the contract! We will go first to incumbent personnel to fill our positions. We have already begun recruiting for those positions where we do not have qualified personnel in the incumbent workforce. We have an excellent company wage and benefit program for our employees; and we foresee no problem in recruiting new and replacement personnel for this contract.

We also use a number of on-going programs to recruit qualified applicants for entry-level positions as well as supervisory and management level positions. These recruiting sources include government and military transition/outplacement centers, American Society of Industrial Security, Military Officers Association of America (MOAA), Defense Outplacement Referral System (DORS), Army Career Assistance Program (ACAP), Transition Assistance Program Services (TAPS), local and military job fairs, employment advertising in local newspapers and trade magazines, and employee referrals.

Upon contract award, CSI/King will interview the incumbents who meet our employment standards and contract requirements. We are going to do this because it makes sense. These personnel are on-board, know the job and require only training which acquaints them with our methods of operation. An additional benefit is that the amount of disruption in changing from incumbent to a new contractor is diminished when incumbents receive and accept job offers with the successful contractor. We expect to have a very smooth transition of personnel from their employment rolls to ours. Recruitment will be an ongoing process to keep the pipeline full of candidates for all positions. We will maintain a 10% resume back-up log for all critical positions.

Retention

One of the most important aspects of obtaining and retaining an experienced, qualified, trained and knowledgeable work force is our sensitive management style coupled with our extensive project



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management experience. We enhance mission readiness and the support of sporadic workload surges by involving each team member in mission responsibility. We significantly reduce employee turnover through a competitive wage and benefits program, our knowledge of our workforce, and a mission-oriented approach.

Employee Retention Program	
EMPLOYEE RECOGNITION PROGRAM	Our Team has an Employee Recognition Program in which employees and departments are selected and recognized on a recurring basis for outstanding performance, safety, and/or special awards
PERFORMANCE REVIEW PROGRAM	Our Team believes that employee feedback is essential to a high level of performance and employee retention. Our performance review program begins with a 90-day probationary performance evaluation, followed by a 6-month evaluation, and annually thereafter. This review is conducted to ensure the employees and supervisors are clear on the requirements and goals of the position. Our supervisors receive training in conducting and writing performance evaluations, and employees are coached on setting realistic performance goals for the next evaluation period.
COMPETITIVE WAGE AND BENEFITS PROGRAM	We offer competitive wage and benefits to exempt positions in accordance with industry levels. We work with our Collective Bargaining Units (when applicable) to ensure a reasonable program of wages and benefits. Our team has maintained an outstanding record of employee retention and boasts of a low turnover rate. Because of the comprehensive and above area standard, compensation package we expect the HUD turnover rate to remain extremely low.

Minimum Qualification Requirements

Hiring: Drug Testing

CSI/King provides a “Drug Free” environment for the employees and customers. All employees must undergo mandatory drug testing in accordance with CSI/King Corporation policy and the City of Fort Lauderdale, prior to being assigned to a contract. Employment with CSI/King is contingent upon the results of the test. Any positive test results will result in immediate termination of the application process.

Hiring: Medical Exams

New and incumbent officers and supervisory personnel will undergo medical exams. If an incumbent officer presents to CSI/King, a Report of Medical Examination that was submitted to the outgoing contractor within the past years, CSI/King may not require the officer to obtain a new certificate and the medical may be waived.

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Otherwise, a medical exam must be obtained. The goal is to ensure that all applicants meet the health and physical fitness requirements of the City of Fort Lauderdale. Medical exams will ensure officers are healthy, fit, and are in good general health without physical impairments that would interfere with the performance of contract duties.

Patrol Officers must successfully undergo a physical examination and drug screening at the contractor's expense. In addition, the contractor shall provide a complete nationwide criminal history check and a State of Florida driver's license check covering the last 5 years for each individual who is assigned to the Airport. The Contractor shall provide the City with a copy of each of these documents prior to the employee being assigned for duty at the Airport.

The minimum parameters for the physical are listed below. A qualified medical doctor shall make the determination as to meeting these parameters:

- 1) 20/20 vision with or without correction.
- 2) Ability to distinguish shades of colors.
- 3) Ability to hear ordinary conversation at a distance of 20 feet, without the use of artificial hearing devices.
- 4) Freedom from disease or condition that results in indistinct speech.
- 5) Free from any emotional disorder, or any hindrance, which may prohibit or preclude meeting the professional standards required by the contract.
- 6) Blood pressure and other vital signs must be within normal limits.
- 7) Ability to walk up stairs and carry heavy objects.

Hiring: Clearance, Background Investigation, and Reference Checks

During this step, CSI/King Human Resource personnel verify past employment and check references to determine character and reputation. Additionally, during this step, we conduct a National Crime Information Center (NCIC) check and a driving record checks. Derogatory information is grounds for immediate application termination. This early background check ensures CSI/King of an ample number of cleared personnel at start date of the contract.

Upon contract award, CSI/King will arrange general meetings with incumbent contract personnel, after hours, at a suitable location offsite, to ensure no interference with ongoing security support. At this meeting, we brief personnel on the following:

- Background Check Requirements
- Commission as a Special Police Officer in Florida
- Scheduling and placement
- Uniforms and equipment
- Quality Control
- Employee benefits
- Pay cycle
- Orientation



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CSI/King will begin interviewing predecessor contract personnel one (1) business day after contract award. Currently, KING accepts applications and conducts interviews on a walk-in basis Tuesday through Thursday, 10:00 A.M.-12:30 P.M. and 2:00 P.M.-4:00 P.M. at our corporate headquarters at 545 N. Andrews Avenue, Fort Lauderdale, Florida. CSI/King will expand these application and interview hours as necessary to accommodate the shifts worked by the predecessor contract personnel.

In addition, and *only with the approval of the City of Fort Lauderdale and the incumbent contractor*, CSI/King will arrange to accept applications and conduct interviews of predecessor contract personnel after hours at a suitable location near the Executive Airport for the convenience of the those personnel and to ensure no interference with ongoing security support.

Termination

It is our goal to prevent disciplinary problems, to protect employees from unsafe or unethical actions and to provide an opportunity for employees to correct their behavior.

Under certain circumstances or depending upon the severity of the offense, it may be necessary or appropriate to bypass a disciplinary step. In addition, the customer retains the right to request removal of any employee from the account as long as it is not for discriminatory reasons.

Once CSI/King is aware of a request to remove an officer, the individual is replaced immediately.

Pay Rate:

The CSI/King team proposes the following pay rate in accordance with the mandates specified in the solicitation:

Security Manager	\$19.00
Senior Airfield Patrol Officer	\$16.00
Airfield Patrol Officer	\$14.50

Training Plan

The CSI/King Team has demonstrated experience managing the activities of security personnel working in an airport environment. We understand the requirements and will comply with the standards in place at the City’s Executive Airport and Downtown Heli-stop. Our training program focuses on providing security personnel with continuous and comprehensive training. The CSI/King Team will ensure that security personnel receive at least eighty (80) hours of pre-assignment training.

Demonstrative of our commitment to training, CSI Corporation maintains its own, in-house, training facility, the CSI Security Training Academy. CSI is qualified and certified to provide all of the contractor-provided training required for this contract. The CSI Security Training Academy has the capacity to provide a flexible training schedule to accommodate varied shifts and schedules. All security personnel working the Executive Airport location must obtain passing scores (70%) for each certification requirement, in order to maintain their employment status. The following chart summarizes these requirements.

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CSI/King Training Schedule (Week #1)

Course	Hours	Contractor
Site Orientation	4	PM; Supervisors; All Officers
Customer Service	4	PM; Supervisors; All Officers
Patrol Techniques	4	PM; Supervisors; All Officers
Security Awareness	4	PM; Supervisors; All Officers
Radio Communications	4	PM; Supervisors; All Officers
Incident Reporting / Writing	4	PM; Supervisors; All Officers
Post Order Review	4	PM; Supervisors; All Officers
Access Control	4	PM; Supervisors; All Officers
Traffic Control	4	PM; Supervisors; All Officers
Loss Prevention	4	PM; Supervisors; All Officers
	40 HRS	

CSI/King Training Schedule (Week #2)

Course	Hours	Instruction
CPR / First Aid	8	PM; Supervisors; All Officers
Fire Safety and Prevention	4	PM; Supervisors; All Officers
Ethics Training	4	PM; Supervisors; All Officers
Civil Law and Liability	4	PM; Supervisors; All Officers
Visitor Protocol	4	PM; Supervisors; All Officers
Runway Safety Protocol	4	PM; Supervisors; All Officers
Taxiway Safety Protocol	4	PM; Supervisors; All Officers
Emergency Planning and Response	4	PM; Supervisors; All Officers
Ethics and Professionalism	4	PM; Supervisors; All Officers
TOTALS	40 HRS.	

Moreover, the CSI/King Team’s supervisors will receive additional training in the below listed course. These courses are intended to enhance supervisory skills. For example, Supervisors are taught how to review Accident and Incident Reports for accuracy, completeness, proper grammar, and timely submission; how to inspect officer uniforms and equipment; and how to correct deficiencies. Currently, we offer the following standard courses for Supervisors:

- **Fundamentals of Leadership**
- **Creating a Positive Work Environment**
- **Counseling the Employee Performance Appraisals**
- **Liability and Leadership**
- **Reviewing Field Reports**

In addition to offering standard training courses, CSI can tailor our instruction to meet the training requirements of any contract.

Our instructors are Department of Homeland Security (DHS) Certified to provide all training required by our security personnel, including Supervisors. We qualify our instructors based on documentation of past teaching experiences or successful completion of an instructor training course recognized by a state accredited training program. CSI instructors utilize varied training materials, such as videotapes, automated training modules, manuals, and PowerPoint presentations. Those officers needing weapons certifications are taken to various firing ranges in the area.

CSI enters all officer training and certification information entered into a database with tickler messages to alert the Program and Project Managers and administrative staff when an employee needs to be re-certified. That particular employee is scheduled for training and given the date and time for such training. This method assures that certifications of our employees are always current.

Security personnel working with the CSI/King Team will also take part in **Quarterly In-Service Training in the CSI Training Academy (photo below)**. Topics discussed during will include those topics noted in the training schedule for new hires; except more detail will be provided due to the experience of the offices at the site.





Performance Evaluation

a. Evaluation Goals

The goals of conducting the performance evaluation for an employee are to measure the results of his/her work against objectives and determine whether he/she has performed adequately. The evaluation goals include identifying in competencies and problem areas, recognizing and rewarding achievements, and establishing new objectives, deliverables and measurements for the next period.

b. Key Result Areas

The key result areas of an employee typically include conducting training and development needs analyses with staff members, compiling an agreed-upon list of career goals and identifying competencies required to enable the employer to achieve them. The manager is also responsible for ensuring the employee has access to tuition or certification programs to develop necessary skills and monitoring the value of the programs and success of employees.

c. Performance Criteria

The criteria for successful performance of the employee development managers' duties are set out at the time of the previous performance evaluation or on his appointment to the position. Criteria are usually based on the job description and should follow the SMART formula -- specific, measurable, achievable and realistic goals within a particular period. In a 350-degree appraisal, the evaluation provided by peers and subordinates also forms part of the performance criteria.

d. Measuring Deliverables

Evaluating the performance of an employee includes deciding whether goals have been met according to measurements specified at the time goals were set. For example, a goal to report for work on time every day can be easily measured. If the immediate supervisor can produce these documents, the goal has been achieved and the deliverable can be measured or, in this case, counted.

The CSI/King Team will evaluate the performance of all personnel on the Executive Airport contract on a daily basis. The officers will be evaluated on personal appearance, punctuality, completing field reports, making patrol rounds, completing tasks on time, and other contract deliverables.

A performance evaluation form will be used to document and evaluate officer performance. Our company will conduct performance evaluations twice a year.

Contract Airport Security Manager

The Airport Security Manager for the Executive Airport, City of Fort Lauderdale will be responsible for the effective and efficient management of the security contract, and the success of the overall program. The Airport Security Manager, in cooperation with the Senior Airfield Patrol Officer / Patrol officer is responsible for all aspects of the Security Program at the airport. Their specific duties and responsibilities are outlined in the post orders, which can be viewed as Attachment 4. The Airport Security Manager is



directly responsible to the Contracting Officer and Airport Management for the Executive Airport and the Helistop.

OFFICER ASSIGNED	SHIFT	#	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun	Total Hour
Security Manager		1	9-5 pm	9-5 pm	9-5 pm	9-5 pm	9-5 pm	DO	DO	40
	DAY SHIFT									
Senior Airfield Patrol Officer		1	7-3PM	7-3PM	7-3PM	7-3PM	7-3PM	DO	DO	40
Patrol Officer		1						11P-11A	11P-11A	24
	EVENING SHIFT									
Airfield Patrol Officer		1	3-11PM	3-11PM	3-11PM	3-11PM	3-11PM	OFF	OFF	40
Patrol Officer								11A-11P	11A-11P	24
	MINIGHT SHIFT									
Patrol Officer		1	11PM-7AM	11PM-7AM	11PM-7AM	11PM-7AM	11PM-7AM	OFF	OFF	40
Patrol Officer	STAND-BY PERSONNEL	1								
		6								208

Figure 3. Executive Airport Schedule

Recognition

The CSI/King Team Employee Recognition Program

The CSI/King Team Employee Recognition Program recognize outstanding contributions made by airfield security officers and corporate staff members. The program includes the following categories:

- **Organization Recognition Programs** - These include company-wide annual recognition programs.
- **Functional Recognition Programs** - These programs recognize the achievements of employees in specific functional areas like, training, operations, management, and administrative functions.
- **Length-of-Service Awards** - These awards recognize employees for their years of credible service.
- **Illness and Death Acknowledgements** - These acknowledgements include cards, flowers, floral arrangements, fruit baskets and/or bereavement letters, sent due to death or major illness of a King or CSI officer or member of their immediate family, or one of our customers; and incidental expenses associated with a job related injury or death.
- **Activities appropriate** for The CSI/King Team officer recognition include:
 - Official non-routine employee meetings or infrequent working lunches/dinners.
 - Organization, group, or team recognition events and awards.
 - Recruitment and interviews with candidates for employment.
 - Recognition of The CSI/King Team officers upon their retirement, if appropriate

Benefits Package

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The CSI/King Team will use its benefits package to attract competent applicants, and to provide incentives to develop and retain our dedicated and loyal workforce. Benefits and incentives assist in increasing employee morale and performance. Our City of Ft. Lauderdale Executive Airport contract employees will receive paid holidays, and will be offered participation in an HMO plan.



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TAB 14. REFERENCES

CSI Corporation References

1. Company/Division Name/Client	
Federal Aviation Administration (FAA) Houston, Texas	
2. Program/Project Title:	3. Contracting Activity:
Houston Traffic Control Center (TRACON)	Security Guard Protection and Patrol Services
4. Contract Numbers: DTFACN-11-C-00049	
5. Contract Description: CSI Corporation provided management, supervision, and manpower; training; airfield patrol services; equipment and supplies for armed Uniformed Guards, licensed to make arrests in the State of Texas.	
<p>Our duties included, but were not limited to, providing physical protection for the facilities and property at FAA Houston against destruction, damage or theft, also the protection of personnel, visitors, and public property therein; and the prevention of unauthorized acts and entries. The duties of the officers also included, assisting visitors in badging and parking as well as having to present well written reports; providing on-call security forces; and maintaining a lost and found property inventory system.</p> <p>Moreover, CSI incorporated FAA/Homeland Security entry and exit control procedures to include roving patrols on both the interior and perimeter of the facilities, buildings and hangars, to detect and deter crime, assisting in vehicle and pedestrian traffic; provide escorts as required or deemed necessary; monitoring and responding to alarm systems; and planning and executing special events.</p> <p>All personnel held a security credentials issued by the State of Texas, and the Federal Aviation Administration. The Site Supervisor was responsible for scheduling all work and notifying guards of their work schedules. The Shift Supervisors were responsible for the safeguarding of keys, radios, and other equipment. Guards were responsible for maintaining physical security and law and order as prescribed by applicable regulations and statutes.</p> <p>Security personnel working day work, evenings, and midnight, 7 days a week, performed airfield patrol services, and access control, including locking and unlocking specific entrances/exits and turning lights on/off in their duty area at specific times; package screening, personnel screening, traffic control, visitor processing, communications and dispatching, patrol operations, and emergency and event response.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	04/10/2011 – 09/30-2012
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$1,027,141	09/30/2012
10. Project Director/Manager/Contracting Officer:	
Name of Program Manager: Kedzie Jenkins	
Phone: 281-280-6339	

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1. Company/Division Name/Client	
U.S. Air Force Edwards Air Force Base Edwards Air Force Base, California	
2. Program/Project Title:	3. Contracting Activity:
Edwards Air Force Base	Security Guard Protection and Patrol Service
4. Contract Number: FA9301-12-M-B004	
5. Contract Description: CSI staff provided management, supervision, and manpower; training; airfield patrol services, equipment and supplies for unarmed uniformed Guards, licensed to make arrests in the State of California.	
<p>All personnel held a security credential issued by the State of California. The Site Supervisor was responsible for scheduling all work and notifying guards of their work schedules. The Shift Supervisors are responsible for the safeguarding of keys, radios, and other equipment. Guards were responsible for maintaining physical security and law and order as prescribed by applicable regulations and statutes.</p> <p>Security personnel worked 24/7/365, performing roving patrol duties for the base, the airfield, and the office buildings, and providing access control, including locking and unlocking specific entrances/exits and turning lights on/off in their duty area at specific times. They were responsible for package screening, personnel screening, traffic control, visitor and employee access control. Up to seven (7) vehicles were used on this contact.</p> <p>The services CSI provided included detecting and deterring unauthorized entry, damage or theft of property and suspected acts of espionage or sabotage. Additional services included responsibility for the prevention and reporting of fires, explosions, flooding, and other incidents; providing protection to employees and visitors; assisting in regulating traffic; presenting well written reports; providing on-call security forces; covering special events; and maintaining a found property inventory system. Moreover, CSI provided entry and exit control using the procedures established by Edwards AFB; roving patrols on both the interior and perimeter of facilities to detect and deter crime, assisting in vehicle and pedestrian traffic; conducting escorts as required; monitoring and responding to alarm systems; and planning and executing special events.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	09/01/2011– 01/31/2013
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$1,060,277	01/31/2013
10. Project Director/Manager/Contracting Officer:	
Name of COTR: Steve Barry	
Phone: 661-277-3346	



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1. Company/Division Name/Client	
Federal Aviation Administration (FAA) Ft. Worth, Texas	
2. Program/Project Title:	3. Contracting Activity:
Fort Worth Air Route and Traffic Control Center (ARTCC)	Security Guard Protection and Patrol Services
4. Contract Numbers: DTFASW-09-C-00002	
5. Contract Description: CSI Corporation provided management, supervision, and manpower; training; airfield patrol services; equipment and supplies for armed Uniformed Guards, licensed to make arrests in the State of Texas.	
<p>Our duties included, but were not limited to, providing physical protection for the facilities and property at FAA Houston against destruction, damage or theft, also the protection of personnel, visitors, and public property therein; and the prevention of unauthorized acts and entries. The duties of the officers also included, assisting visitors in badging and parking as well as having to present well written reports; providing on-call security forces; and maintaining a lost and found property inventory system.</p> <p>Moreover, CSI incorporated FAA/Homeland Security entry and exit control procedures to include roving building patrols on both the interior and perimeter of the facilities to detect and deter crime, assisting in vehicle and pedestrian traffic; provide escorts as required or deemed necessary; monitoring and responding to alarm systems; and planning and executing special events.</p> <p>All personnel held a security credentials issued by the State of Texas, and the Federal Aviation Administration. The Site Supervisor was responsible for scheduling all work and notifying guards of their work schedules. The Shift Supervisors were responsible for the safeguarding of keys, radios, and other equipment. Guards were responsible for maintaining physical security and law and order as prescribed by applicable regulations and statutes.</p> <p>Security personnel working day work, evenings, and midnight, 7 days a week, performed airfield patrol services, and access control, including locking and unlocking specific entrances/exits and turning lights on/off in their duty area at specific times; package screening, personnel screening, traffic control, visitor processing, communications and dispatching, patrol operations, and emergency and event response.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	04/10/2010 – 09/30-2012
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$1,013,326	09/30/2012
10. Project Director/Manager/Contracting Officer:	
Name of COTR: Patricia Dingler	
Phone: 817-222-4391	

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1. Company/Division Name/Client	
Riverstone Residential/Carroll Management Group	
2. Program/Project Title:	3. Contracting Activity:
Resort of Pembroke Pines/Arium Resort	Security Guard Protection and Patrol Service
4. Contract Number: N/A	
<p>5. Contract Description: The Firm is to provide security guards to ensure Staff and Residents safety and to protect Resort property. This includes, but is not limited to, Gatehouse services whereas all visitors and guests are recorded prior to entering the property. While, the Rover patrol of the Resort grounds and facilities and monitoring the Resort buildings and amenities. Security guards will be required at the Resort during regularly scheduled shifts (24 hours per day).</p> <p>Additional duties of the security guards will include managing, coordinating and providing security. These duties include, but are not limited to; 24/7 first response for location intrusion alarms; patrolling inside and outside of buildings; checking doors and gates; escorting staff and/or visitors; monitoring designated areas; and creating positive experiences with staff, residents and the surrounding community. The security guards will be responsible for ensuring compliance with all applicable federal and state laws pertaining to security services and qualifications.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	02/01/11 through 05/31/14
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$275,000	05/31/14
10. Project Director/Manager/Contracting Officer:	
Name of COTR:	
Nancy Frazier	Phone: 954-435-2340



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1. Company/Division Name/Client	
Stella Leadership Academy	
2. Program/Project Title:	3. Contracting Activity:
Stellar Leadership Academy	Security Guard Protection
4. Contract Number: N/A	
<p>5. Contract Description: The Firm is to provide security guards to ensure Staff and Students safety and to protect Stella Leadership Academy property. This includes monitoring the daily flow of student activity throughout the school campus. Security guards will be required at the Stella to work during regularly scheduled school hours.</p> <p>Additional duties of the security guards will include managing, coordinating and providing security. These duties include, but are not limited to; first response for location intrusion alarms; patrolling inside and outside of buildings; checking doors and gates; escorting staff and/or students; monitoring designated areas; and creating positive experiences with staff and students. The security guards will be responsible for ensuring compliance with all applicable federal and state laws pertaining to security services and qualifications.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	06/01/13 through 05/31/14
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$75,000	05/31/14
10. Project Director/Manager/Contracting Officer:	
Name of COTR:	
Dr. Angel Chaisson	Phone: 305-683-2273

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1. Company/Division Name/Client	
Satori Luxury Apartments	
2. Program/Project Title:	3. Contracting Activity:
Satori Luxury Apartments	Security Guard Protection and Patrol Service
4. Contract Number: N/A	
<p>5. Contract Description: The Firm is to provide security guards to ensure Staff and Residents safety and to protect Satori property. This includes, but is not limited to, patrol of the Satori grounds and facilities and monitoring the primary entrance and exit of Satori buildings and garages. Security guards will be required at the Satori during regularly scheduled shifts (24 hours per day).</p> <p>Additional duties of the security guards will include managing, coordinating and providing security. These duties include, but are not limited to; 24/7 first response for location intrusion alarms; patrolling inside and outside of buildings; checking doors and gates; escorting staff and/or visitors; monitoring designated areas; and creating positive experiences with staff, residents and the surrounding community. The security guards will be responsible for ensuring compliance with all applicable federal and state laws pertaining to security services and qualifications.</p>	
6. Type of Contract:	7. Period of Performance:
Firm Fixed Price	01/01/13 through 12/31/13
8. Original Contract Value/Final Contract Value:	9. Original Completion date:
\$141.650	12/31/13
10. Project Director/Manager/Contracting Officer:	
Name of COTR:	
Demitrius Kelly	Phone: 954-567-4479
	Fax:



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TAB 15. TECHNICAL APPROACH/SECURITY PLAN

CSI Corporation and King Intelligence and Security Services provide armed and unarmed physical security services to Government agencies and commercial entities. We are licensed, bonded, and insured to provide armed or unarmed security services on a direct/supplementary basis or as a total security package. Our services include 24-hour and on-call armed and unarmed stationary, roving and/or mobile, classified and/or unclassified security officer and patrol services. Our security personnel are highly trained and experienced in rendering a full range of physical security services.

CSI/King has the organizational experience to provide quality physical security services for the Executive Airport and Downtown Heliport in accordance with the requirements of the SOW. CSI/King brings to the Executive Airport solid field experience, strong management skills, excellent employee relations, and the ability to work as a team. CSI/King comprises a team of professionals who have successful track records in quality service and savvy management skills.

CSI/King's management, including key personnel and corporate personnel for the Executive Airport contract, have *over 100 years of combined experience* in security and law enforcement, including Department of Defense Security, Department of Homeland Security, U.S. Secret Service, local public school security, U.S. Capitol Police, Metropolitan Police, Dade County Police, Military Police, residential security and personal protection. Our corporate management and supervisory personnel pride themselves in providing the highest degree of professionalism. They ensure that all services are performed with integrity. Our proven methodology minimizes personnel performance disruptions, tenant distractions, and failures relating to equipment, training, quality control, and finances (*see Attachment 6 – Bank Letter*). Our organizational structure is as follows:

CSI / KING'S GUIDELINES FOR COMPLETING CONTRACTS

- **Maintain no contract cost overruns**
- **Maintain minimal personnel turnover**
- **Maintain extremely low Workers Compensation claims**
- **Maintain profitability throughout each contract period**
- **Use our own financial resource capacity to manage all our contract awards**
- **Comply with all contract recording and reporting procedures and regulations**
- **Meet, and often times exceed, contract requirements**
- **Meet all statutory requirements imposed by Federal, state, and local agencies and jurisdictions**
- **Prevent any loss or damage to Government and commercial property and/or equipment, as well as CSI/King-owned property and equipment**

Security Services

CSI/King understands that we will provide sufficient and qualified personnel to patrol the Airport's specified property, tenant aprons, runways, taxiways, and any other areas within the Airport property as may be designated by the Airport Manager. CSI/King also understands that the

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Airport may require a Security Officer to be posted at the Airport or Downtown Helistop on a scheduled or non-scheduled basis.

Availability of Personnel

CSI/King will ensure that uniformed personnel will be scheduled to work as stipulated in the Statement of Work. Moreover, there will be at least two trained part-time security officers who will be available to work the contract in the event that one of the regularly assigned officers fails to report for duty. He/she will be required to report for work within two (2) hours of his notification to report for work. The Airport Security Manager will maintain working telephone numbers for all of his staff working on the contract. Post Orders will dictate that the Security Manager be available on a 24/7 basis to manage problems occurring during off hours. The weekend part-time officers will double as relief officers during the week. The Security Manager will also be required to report any contract challenges within 24 hours to the CSI/King Operations Manager. Any discrepancies or problems occurring will be reported in writing to the Operations Manager as a follow-up measure on the contract.

Phase-in Transition Plan

CSI/King is the *contractor* who the City of Fort Lauderdale is seeking to partner with to provide the security services under this contract. We are proud to have a strategic and proven infrastructure, which includes our management approach already in place.

Our goal regarding transition is to provide a thorough and efficient transfer of services from the incumbent contractor to our organization, giving the appearance of a seamless transition to the City of Fort Lauderdale and the public.

Our transition will ensure that our officers and Supervisors have the qualifications, training, certifications, and uniforms and equipment necessary to perform the services required under the contract.

Our policy for transition of contracts is to designate a Transition Team to work side by side with City of Fort Lauderdale representatives, to ensure that the contract transition is implemented smoothly and efficiently. The Transition Team is made up of senior personnel who are either corporate managers or functional specialists and who have extensive experience in contract phase-in activities and operations.

For the Executive Airport phase-in, we propose a Transition Team with the following members:

- Jimmy McCray, Security Manager and Transition Team Leader
- Margo Briggs, VP of Operations
- Elliott W. Gibson, CSI Operations Manager
- Maurice Epps, Human Resources
- Kaola King, King Operations Manager

As Transition Team Leader, Mr. McCray review and approve the detailed Transition Plan and schedules, monitor Transition Team status and progress, and direct corrective action, as necessary. As Transition Team Leader, he will provide top-level management guidance during the transition and phase-in. He will ensure that the duties and lines of authority among CSI/King's Transition Team members are clearly defined. He will provide management-level expertise in making program-level phase-in decisions; in identifying corporate resources needed to support the Transition Team; and in committing those resources to the program. He will establish the necessary working relationship and interface between King's corporate organization and the responsible City of Fort Lauderdale personnel to assure that we are prepared to provide prompt and appropriate responses to contract requirements.



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He will also serve as the point of contact for and interface with the outgoing contractor's management to ensure that our phase-in activities are coordinated with their phase-out efforts, resulting in a smooth transition.

Specifically, Mr. McCray will hold the following responsibilities:

- Manage the Transition Team operations; assist in coordinating schedules; give directions and answer questions; gather and display, on graphic charts, current status information; and provide required administrative support such as development of procedures, records and reports, checklists, and other documentation.
- Stay current on the progress of the phase-in:
- Interview schedules for incumbent personnel
- Recruiting and interview schedules for all required personnel outside the incumbent work force
- Staffing status for each post for the Executive Airport contract
- Status of uniform maintenance inventory: percent complete and target date
- Status of each response to contract reporting requirements: Responsible individual, percent complete and due date
- Meet all schedules
- Assign corporate resources as required
- Schedule daily or weekly meetings to review Transition Team status, progress and problem areas and to formulate approaches to resolve problems and stay on schedule.

The Phase-In Team Leader will review and approve the detailed Transition Plan and schedules, monitor Transition Team status and progress, and direct corrective action, as necessary. He will also serve as the point of contact for and interface with the outgoing contractor's management to ensure that our phase-in activities are coordinated with their phase-out efforts, resulting in a smooth transition.

*CSI/King will ensure an organized phase-in activity as shown in **Figure 4**.*



ACTIVITY	WEEK 1	WEEK 2	WEEK 3	WEEK 4
ADMINISTRATION				
Set Up Personnel Database Program				
Create Contract Files				
Establish Applicant Files				
Set Up Personnel Records				
RECRUITING				
Assemble Recruiting Package				
Conduct Incumbent Interviews				
Check Suitability				
Review Incumbent Employee's Performance				
Initiate NCIC, Other Checks				
Review Incumbent Training Records				
Complete Incumbent Selection				
Verify Uniform Size & Equipment				
Conduct Employee Orientation				
TRAINING				
Set Up Training Records				
Schedule Phase-In Training				
Conduct Training Orientations				
QUALITY CONTROL				
Review General/Post Orders & SOW				
Review Quality Control Requirements				
Establish Quality Control Schedule				
Set Up Quality Control Filing System				
Refine Quality Control Checklists				
OPERATIONS				
Develop Inventory System				
Develop Work Schedules				
Implement Records System				
Set Up Equipment Records				
Review Reporting Requirements & Deliverables				
Establish Tracking System for GFE				
Identify Metrics & Prepare Plans/Reports				
Conduct Site Reviews of SOPs				
Establish Tracking System				
Order & Purchase Uniforms, Equipment, & Supplies				
Finalize Staffing Plan/Shift Schedules				
Conduct Supervisor Orientation				
Finalize Operational Orders				
Conduct Transition Readiness Review				
Issue Uniforms, Equipment, & Supplies to Employees				
Transition Contract				

Figure 4. Normal Phase-In Activities



Quality Control Initiatives

CSI/King fully understands the Executive Airport requirement for an effective Quality Control Program at the airport. We will ensure that our program includes:

1. Daily site inspections by the Security Manager or Site Supervisor
2. Officer call-in program procedures
3. Copy of policies and procedures
4. Policy describing the immediate removal of any officer when requested
5. Policy describing the weekly senior management meetings where field operations, client satisfaction and expectations, and officer performance issues are discussed.
6. A Quality Control Manager
7. A description of the type, level and frequency of inspections performed by the Quality Control Manager
8. A Quality Control Inspection Checklist
9. A description of the employee reward/incentive program and discipline procedures when deficient performance is noted.

CSI/King understandstands the importance of a comprehensive Quality Control Program to the success of any security operation. The QC Plan is meant to ensure conformance to the Executive Airport security program performance statement of work. This plan is beneficial for the airport, as they determine whether the deliverables from the contractor guard company are consistent with the set standards that were agreed to at the inception of the contract for security services.

This plan will incorporate an inspection of the guard duties, responsibilities, uniform requirements, credentials, records, equipment, and policies and procedures before taking the delivery and a series of regular or random inspections, surveillance activities, briefings, reports, audits, and daily over-site visits.



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TAB 16. COMMUNICATION

Management and executive team members servicing each and every CSI/King account provide project oversight for all staff and are available 24-hours a day, 7-days a week to staff members and client representatives via telephone. Guards are equipped with cell phones and emergency contact numbers of all key personnel, our client representatives and local emergency numbers.

24/7 Dispatcher

The CSI/King Team provides a 24-hour per day/7-day per week dispatcher any time of the day, any time of the week. Our managers visit your sites to confer with officers and monitor their performance once weekly. We also hold monthly meetings. In addition to phone support, site visits and meetings, customer service surveys are sent directly to clients to ensure that acceptable service is being delivered. We take immediate action if unacceptable service issues are identified.

Communication Equipment

The airport security manager, senior airfield patrol officer and airfield patrol officers will be equipped with **Motorola CP200 (UHF/VHF)** hand held and **Motorola DM4602 (UHF/VHF) Vehicle Mounted** radios, equipped and programmed in accordance with the solicitation.



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TAB 17. MANAGEMENT REPORTS

***CSI AND KING'S MANAGEMENT REPORTS CAN BE VIEWED
AT ATTACHMENT 5***

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