

### 3.7 SECURITY PLAN SUMMARY, RFP SECTION 1.13

If you are awarded a contract, you will be required to adopt a security plan, to assure that agency employees, patrons, other citizens, equipment, and consigned inventory will be protected from harm (your plan should detail how you intend to address the items listed below).

If you are awarded a contract, state whether you agree to provide either on your own, through your lease or sublease, or by contract:

1. An electronic alarm system: No \_\_\_\_\_ Yes \_\_\_\_\_
  - A. Monitored 24 hours, off-site? No \_\_\_\_\_ Yes \_\_\_\_\_
  - B. Reported off-site if wires cut or tampered with? No \_\_\_\_\_ Yes \_\_\_\_\_
  - C. Adequate alarm buttons? No \_\_\_\_\_ Yes \_\_\_\_\_
  - D. Motion detectors connected to alarm system? No \_\_\_\_\_ Yes \_\_\_\_\_
  - E. Motion activated security lights? No \_\_\_\_\_ Yes \_\_\_\_\_
  - F. Alarm monitored door contacts on all exterior doors? No \_\_\_\_\_ Yes \_\_\_\_\_
  - G. Alarm monitored contacts on all exterior windows? No \_\_\_\_\_ Yes \_\_\_\_\_
  - H. Video recording camera surveillance system? No \_\_\_\_\_ Yes \_\_\_\_\_
2. A safe or secure locking cabinet? No \_\_\_\_\_ Yes \_\_\_\_\_
3. A secured storage room with alarm monitored contacts on door(s) and window(s), if applicable? No \_\_\_\_\_ Yes \_\_\_\_\_
4. A cross cut shredder to be made available to customers for destroying customer copy records? No \_\_\_\_\_ Yes \_\_\_\_\_
5. All doors and all windows will be securely locked when agency is closed? No \_\_\_\_\_ Yes \_\_\_\_\_

Note: For Deputy Provided Sites, the deputy registrar shall install and maintain an approved alarm system. At BMV Controlled Sites, either the BMV or the deputy registrar will install an approved alarm system, which will be maintained by the deputy registrar.