

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RATIFIED SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR A ELECTIONS/CYBERSECURITY GRANT, ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING FOR PHYSICAL ELECTION SECURITY AT THE RECORDS CENTER IN THE AMOUNT OF \$10,000.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR THE PURCHASE OF MAGLOCKS AND CARD READERS FOR THE LARAMIE COUNTY RECORDS CENTER.

WITNESSETH

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive Election/cybersecurity funds and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Office of Homeland Security Grant Program (Elections/cybersecurity) by sponsoring this grant application to assist in financing the records center physical security measures; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application for \$10,000.00 be submitted to the Wyoming Office of Homeland Security for consideration of assistance in funding Laramie County under the elections and cybersecurity Homeland Security Program.

BE IT FURTHER RESOLVED, that Sandra Newland, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 17TH DAY OF MARCH 2020.

By: _____

Date: _____

Gunnar Malm, Chairman

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:

Date: 3/12/20

Mark Voss, County Attorney

Wyoming Office of Homeland Security (WOHS) Elections/Cybersecurity Funding Request

* Required

County *

Laramie County, Wyoming

Mailing Address *

320 W. 20th Street, Cheyenne, WY 82001

DUNS Number *

197732709

Point of Contact Name *

Sandra Newland

Point of Contact Phone Number *

307-633-4201



Point of Contact Email *

snewland@laramiecounty.com

Will you accept partial funding? *

☐ Yes

☒ No

If no, why *

The funding we are requesting allows us to ad

Briefly describe the project and how it supports elections and cybersecurity. *

The Department of Homeland Security conducted a Facility Security Assessment of our election equipment storage on June 28, 2019. The assessment noted several commendable observations, including the use of security cameras and key-card access. However, the assessment identified potential security gaps in the entry control at the County's Records Center where voting equipment is housed. In order to implement the DHS recommendation and strengthen the physical security of our election equipment prior to the 2020 elections, the county proposes to use grant funds to install secured entry doorways to the areas where election equipment is housed. We would like to partner with our existing security provider, VTI Security to add Maglocks and badge readers to the two doors that the Laramie County Records Center. These efforts will protect voting equipment from any physical threat and ensure the integrity of upcoming elections.



How will this project increase the capability or reduce vulnerabilities in protecting, preventing, responding, or recovering from an act of terrorism in relation to elections and cybersecurity? *

Our project will provide physical security measures to increase the county's ability to ensure proper storage of election equipment and thus reduce physical vulnerabilities. Studies have shown that most tampering of election equipment has to be physically carried out on the machine/equipment in order to be successful at altering the results. The physical security measures that we are taking with this project will ensure that the election equipment is securely housed and protected from outside tampering. The physical barriers we propose will prevent unauthorized access to election equipment. The installed badge readers will allow the county to monitor access to the equipment for proper response and recovery associated with any act of terrorism in relation to elections.

Amount of funding being requested *

Please submit supporting documentation (such as quotes) to ashley.paulsrud@wyo.gov.

\$10,000.00

Does this project focus on building new capabilities or sustaining existing? *

- ☒ Build
- ☐ Sustain



Milestones: Submit a minimum of three milestones. *

Milestones should represent a logical progression of the project to allow for realistic monitoring and management of grant funding. Please include target dates for completion of each milestone.

1. Upon award, request updated quotes from VTI to move forward with the purchase of the Maglocks and card readers for two doors that the Laramie County Records Center. We anticipate being able to move forward with this milestone immediately upon funding and would need approximately one month for completion. We are aware that our project will require a EHP and that will be completed and submitted immediately upon award.
2. Contract with VTI for the ordering and installation of required equipment, we anticipate this taking two to three months for completion.
3. Finalize and closeout grant funds. We anticipate the project being completed by August 1, 2020 in time for the 2020 primary election.

Are you an EI-SAC member? *

☒ Yes

☐ No

If yes, since what date? *

Date

04/17/2018

Are you currently utilizing, or have you utilized, any of the free DHS cybersecurity services? *

☒ Yes

☐ No



If yes, what services have you used? *

We are members of the following: EI-SAC, MSI

Are your cybersecurity services provided by county IT or a vendor? *

- ☒ Vendor
- ☐ County IT

If a vendor, what is the name of the company? *

VTI Security

Submit

Never submit passwords through Google Forms.

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Google Forms





LARAMIE COUNTY CLERK

Debra K. Lee

February 26, 2020

Subject: Election Security Preparedness, Laramie County, WY

To Whom It May Concern:

Please consider this letter of support for Laramie County's grant application to enhance physical security of our election equipment.

Elections in Laramie County, Wyoming, are conducted by the Office of the County Clerk who serves as the chief election officer for the county. Laramie County is Wyoming's most populous county, serving a population approaching 100,000 and with a voting population of approximately 46,000. Cheyenne, the seat of Laramie County, is the capital of the state.

By May 1, 2020, the County will acquire new election equipment that will be utilized in the Primary and General Elections held, respectively, in August and November 2020.

Laramie County in 2018 implemented measures to increase security of our election equipment, including installation of security cameras and keycard controlled access to rooms where absentee ballots are processed and tabulated.

The Department of Homeland Security conducted a Facility Security Assessment of our election equipment storage on June 28, 2019. The assessment noted several commendable observations, including the use of security cameras and keycard access. However, the assessment identified potential security gaps in the entry control at the county's Records Center where voting equipment is housed.

In order to implement the DHS recommendation and strengthen the physical security of our election equipment prior to the 2020 elections, the County proposes to use grant funds to install secured entry doorways to the areas where election equipment is housed.

We look forward to working with you to help further ensure the security of elections in Laramie County.

Kind regards,

Debra K. Lee
Laramie County Clerk

look up
membr day of
Eisco

VTI Security



Laramie County_Clerk & Records Center Card Add (Single Door)

Proposal # 91363

Prepared for:

Name: Adam Marquez

Company: Laramie County

Address: 309 West 20th Street

Cheyenne, WY 82001-3601

Proposal Issued: September 26, 2019

Proposal Valid to: November 25, 2019

Proposal Issued by: Katie Jump

Statement of Confidentiality

This Proposal is confidential and contains proprietary information and intellectual property of VTI Security. Neither this Proposal nor any of the information contained herein may be reproduced or disclosed without the express written permission of VTI Security.



Statement of Work

VideoTronix, Incorporated dba VTI Security is pleased to provide this proposal for your review and consideration. Our proposal is representative of the necessary technology solutions to effectively serve you with the highest regards to quality in products and installation workmanship.

Below please find a detailed project scope, equipment list, pricing summary, and a section covering terms and conditions.

VTI to secure specified door at Records per site pictures and information provided. VTI to provide and install the below equipment and add to the existing S2 node:

- Electrified hardware
- Card Reader
- Request to exit sensor
- Door Contacts
- Access control cabling
- New S2 blade + power supply

VTI to run cabling to existing S2 node

Provided by others:

- Access to the area during regular business hours
- Fire drop
- 120VAC for new power supply



PART NUMBER	PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
INSTALL	Installation Labor			\$2,000.00
ENGINEER	Engineering Labor			\$240.00
PROJ MGMT	Project Management Labor			\$440.00
FREIGHT	Freight Charges	1.00	\$125.00	\$125.00
1-YEAR-VTI-WARRANTY	1 yr. Workmanship Line Item	1.00	\$0.00	\$0.00
920PTNNEK00000	Multiclass SE RP40, Prox, SIO & Seos, Wiegand, Pigtail, Black, Standard Configuration	1.00	\$185.97	\$185.97
DS160	Request to Exit PIR, Grey	1.00	\$76.56	\$76.56
1078C-G	Recessed Door Contact 3/4in, Grey	2.00	\$6.73	\$13.46
8371-DSS/SCSX28	Maglock, DSS/SCS, US28 Finish	1.00	\$279.60	\$279.60
AH71X28	Armature Holder for 8371, 28 Finish	1.00	\$49.57	\$49.57
AB710X28	Angle Bracket for 8371, 1 In. x 1 In. x 9-3/8 In., Brushed Aluminum	1.00	\$25.09	\$25.09
EEB2	Emergency Exit Button with Timer	1.00	\$93.11	\$93.11
ACCESSPLENJKT1SHLD-500	Composite Cable, (H91602.1/ 31965002) 18-4C+22-2C+22-4C+22-3P All OAS, Yellow Jacket, 500FT	1.00	\$442.95	\$442.95
S2-ACM	Access Control Module:2 Reader, 4 Input, 4 Output	1.00	\$592.00	\$592.00
AL600ULPD8CB	Power Supply/Charger	1.00	\$251.65	\$251.65
NP7-12	Battery, 12v, 7Ah	1.00	\$19.99	\$19.99

SUBTOTAL: \$4,834.95

SALES TAX: \$0.00

TOTAL: \$4,834.95



Project Clarifications

Included:

Server/Workstation Hardware	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Network Hardware	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Electrified Locking Hardware	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Cable and Installation	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Permits Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
After-Hours Inspection Included	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Electrical Subcontract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Intrusion Monitoring Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Man Lift Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Prevailing Wage/Davis Bacon	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bid/Payment/Performance Bond	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

- All work proposed herein, shall be performed during normal business hours Monday - Friday 8:00 am - 5:00 pm.
- Provision or installation of conduit, wire, boxes, fittings or other electrical installation materials is excluded unless specifically listed under inclusions or project detail.
- Customer is to provide static IP addresses and network connections at security panel locations.
- Twenty-Five percent (25%) of the proposed sell price shall be payable to VTI Security for project mobilization. Mobilization shall be invoiced and due upon customer acceptance of this proposal.
- VTI Security is not responsible for fire alarm connections. If a fire alarm connection is required by code or local authority for locking hardware to release on a fire alarm, that fire alarm connection and the cost associated with it are the responsibility of the owner. The fire alarm connection must be located in the same room as the lock power supply. All work associated with the fire alarm system must be performed by a certified fire alarm contractor.
- VTI Security recommends using new equipment for each project. In some instances the customer may request the use of existing equipment and/or cabling. VTI Security is not responsible for the operability of existing equipment or cabling. Existing equipment and/or cabling will be evaluated during installation and assessed for correct operability, compatibility and functionality. It will be the sole discretion of VTI Security to determine if the existing equipment and/or cabling have the correct operability, compatibility and functionality. If the existing equipment and/or cabling does not meet manufacturer and code requirements, pricing for appropriate equipment and/or cabling will be provided by VTI Security to the Owner. VTI Security is not responsible for the costs of replacing existing equipment and/or cabling that does not meet the required operability, compatibility and/or functionality for use with the new system.



Project Management Services

The project manager will serve as the primary point of contact for VTI and the customer throughout the project. Their services include the responsibility for coordinating/scheduling all labor supplied by VTI with other labor/trades; coordinate the procurement and delivery of any/all equipment, software or licensing provided by VTI; delivery of any engineering or training services/documentation; quality control of workmanship; commissioning, punch list, close out and project sign off according to the written scope of work agreed to by all parties. The project manager may be involved in regular or periodic meetings but their role and frequency must be incorporated as part of this scope of work. Additional assistance or services may be provided for with a properly authorized change order.

Engineering Services

VTI Security has provided the following Engineering Services as part of your proposal. To provide these services, AutoCAD files of your floorplans will be required.

No Engineering Package

No Engineering Packages have been included in this proposal. If you wish to purchase an Engineering Package, please contact your Account Manager.



Summary of Costs

Equipment:	\$2,029.95
Labor:	\$2,680.00
Subcontractor:	\$0.00
Freight:	\$125.00
Service contracts:	\$0.00
Subtotal:	\$4,834.95
Sales Tax:	\$0.00
Total:	\$4,834.95

Acceptance

The following signatures reflect acceptance and authorization of this Proposal - Statement of Work and are bound by the following Terms & Conditions of this Agreement or as otherwise negotiated through a Master Services Agreement executed by both Parties.

CLIENT: Laramie County

DATE: _____

SIGNATURE: _____

PRINT: _____

PO: _____

COMPANY: VTI Security

DATE: _____

SIGNATURE: _____

PRINT: _____

SALES REP: Katie Jump

PHONE: (720)417-9354 EXT _____

EMAIL: katie.jump@vtisecurity.com _____

CLIENT SERVICES



PREVENTATIVE MAINTENANCE

Your investment requires a Trusted Business Partner capable of maintaining and extending the life of your system, giving you the greatest ROI, and one with the resources capable of being proactive, responsive and prepared. Our Preventative Maintenance and Lifecycle Management services include a variety of options to meet your business needs.

SERVICE PROTECTION PLANS

Our Service Protection Plans (SPP) are designed to provide predictable costs, provide true system life cycle management, and help protect your critical investments. Our Managed Services capabilities alleviate the hassle of managing software support renewals, preventative maintenance, patching, upgrades, updates, and unexpected repair costs.

ADDITIONAL/ MANAGED SERVICES

- Remote systems diagnostics
- System health monitoring
- Software upgrade and support
- Alarm monitoring
- Quarterly/annual preventative maintenance
- UL2050-UL681 monitoring and certification
- Manufacture software support renewals
- Hosted solution services/cloud services
- System programming and maintenance
- Proactive equipment upgrade programs
- Small system/addition installations
- Moves/adds/changes
- Consumable solution requests/box sale items
- System integrity reviews/audits

*In business, words are words,
explanations are explanations,
promises are promises,
but only performance is reality.*

—Harold S. Geneen

STANDARD SERVICE SLA

On-site/remote response time within 5 business days; confirm request within 2 hours of receipt; ETA within 8 hours

PRIORITY SERVICE SLA

(Silver, Gold & Platinum)
On-site/remote response time within 2 business days; confirm request within 2 hours; ETA within 4 hours

EMERGENCY SERVICE SLA

(Silver+, All Gold & Platinum)
Same day, on-site, and remote response; confirmation and ETA within 1 hour

SERVICE PROTECTION PLAN LEVELS

Coverage Options	24/7/365	M-F, 24/7	M-F, 8-5p	Labor Only	Labor + Equipment	Preventive Maintenance	Trip Charge	T&M Billing	Scheduled Billing	Standard Response	Priority Response	Emergency Response	Afterhours Response	4 Hour Emergency Response
Platinum	✓				✓	✓			✓	✓	✓	✓	✓	✓
Gold +		✓			✓	✓			✓	✓	✓	✓	✓	✓
Gold			✓		✓	✓			✓	✓	✓	✓	✓	✓
Silver +			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Silver			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Bronze			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

CLOUD ACCESSIBILITY

Through the VTI Cloud solution, you are able to create, view, and manage service requests in real-time providing you with a 365 day dashboard, compliance reporting capabilities, and the ability to manage your request processes defined by your business.

NATIONAL DISPATCH

866.863.0828
service@VTISecurity.com
(Monday - Friday, 8am to 5 pm local)

EMERGENCY AFTER HOURS DISPATCH

866.863.0828

VTI Security



Laramie County_Clerk & Records Center Card Add

Proposal # 89753

Prepared for:

Name: Adam Marquez

Company: Laramie County

Address: 309 West 20th Street
Cheyenne, WY 82001-3601

Proposal Issued: September 17, 2019

Proposal Valid to: November 16, 2019

Proposal Issued by: Katie Jump

Statement of Confidentiality

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Below please find a detailed project scope, equipment list, pricing summary, and a section covering terms and conditions.

VTI to secure specified door at Records per site pictures and information provided. VTI to provide and install the below equipment and add to the existing S2 node:

- Electrified hardware
- Card Reader
- Request to exit sensor
- Door Contacts
- Access control cabling

VTI to run cabling to existing S2 node and power supply

Provided by others:

- Access to the area during regular business hours
- Fire drop
- Available port on S2 node



Laramie County
Laramie County_Clerk & Records Center Card Add

Proposal # 89753

Date: 9/12/2019

PART NUMBER	PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
INSTALL	Installation Labor			\$1,400.00
ENGINEER	Engineering Labor			\$240.00
PROJ MGMT	Project Management Labor			\$330.00
FREIGHT	Freight Charges	1.00	\$75.00	\$75.00
1-YEAR-VTI-WARRANTY	1 yr. Workmanship Line Item	1.00	\$0.00	\$0.00
920PTNNEK00000	Multiclass SE RP40, Prox, SIO & Seos, Wiegand, Pigtail, Black, Standard Configuration	1.00	\$185.97	\$185.97
DS160	Request to Exit PIR, Grey	1.00	\$76.56	\$76.56
1078C-G	Recessed Door Contact 3/4in, Grey	2.00	\$6.73	\$13.46
8372-2DSS/2SCSX28	Double Mini Maglock, Aluminum DSS & SCS	1.00	\$559.20	\$559.20
AH72X28	Armature Plate Holder for 8372, Satin Aluminum	1.00	\$98.53	\$98.53
AB722X28	Angle Bracket for 8372, 1-1/2x1-1/2x18-3/4, US28 Finish	1.00	\$44.07	\$44.07
EEB2	Emergency Exit Button with Timer	1.00	\$93.11	\$93.11
ACCESSPLENJKT1SHLD-500	Composite Cable, (H91602.1/ 31965002) 18-4C+22-2C+22-4C+22-3P All OAS, Yellow Jacket, 500FT	1.00	\$442.95	\$442.95

SUBTOTAL: \$3,558.85

SALES TAX: \$0.00

TOTAL: \$3,558.85



Project Clarifications

Included:

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Network Hardware	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Cable and Installation	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Permits Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
After-Hours Inspection Included	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Electrical Subcontract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Intrusion Monitoring Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Man Lift Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Bid/Payment/Performance Bond	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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No Engineering Package

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Summary of Costs

Equipment:	\$1,513.85
Labor:	\$1,970.00
Subcontractor:	\$0.00
Freight:	\$75.00
Service contracts:	\$0.00
Subtotal:	\$3,558.85
Sales Tax:	\$0.00
Total:	\$3,558.85

Acceptance

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DATE: _____

SIGNATURE: _____

PRINT: _____

PO: _____

COMPANY: VTI Security

DATE: _____

SIGNATURE: _____

PRINT: _____

SALES REP: Katie Jump

PHONE: (720)417-9354 EXT _____

EMAIL: katie.jump@vtisecurity.com _____

CLIENT SERVICES



PREVENTATIVE MAINTENANCE

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—Harold S. Gerson

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PRIORITY SERVICE SLA

(Silver, Gold & Platinum)
On-site/remote response time within 2 business days; confirm request within 2 hours; ETA within 4 hours

EMERGENCY SERVICE SLA

(Silver+, All Gold & Platinum)
Same day, on-site, and remote response; confirmation and ETA within 1 hour

SERVICE PROTECTION PLAN LEVELS

Coverage Options	24/7/365	M-F, 24/7	M-F, 8-5p	Labor Only	Labor + Equipment	Preventive Maintenance	Trip Charge	T&M Billing	Scheduled Billing	Standard Response	Priority Response	Emergency Response	Afterhours Response	4 Hour Emergency Response
Platinum	✓				✓	✓			✓	✓	✓	✓	✓	✓
Gold +		✓			✓	✓			✓	✓	✓	✓	✓	✓
Gold			✓		✓	✓			✓	✓	✓	✓	✓	✓
Silver +			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Silver			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Bronze			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

CLOUD ACCESSIBILITY

Through the VTI Cloud solution, you are able to create, view, and manage service requests in real-time providing you with a 365 day dashboard, compliance reporting capabilities, and the ability to manage your request processes defined by your business.

NATIONAL DISPATCH

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service@VTISecurity.com
(Monday - Friday, 8am to 5 pm local)

EMERGENCY AFTER HOURS DISPATCH

866.863.0828