



**Washington State
Department of Transportation**
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Secretary of Transportation

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**Washington State Department of Transportation
Ferries Division, Office of Information Technology
Enterprise Security System Upgrade**

**Advertisement/Public Notification of
Pre-Proposal RFP Conference**

The Washington State Department of Transportation (WSDOT) intends to release a Request for Proposal (RFP) for an Enterprise Security System Upgrade for the Ferries Division on July 25, 2011.

Background

Under the RFP, WSDOT plans to solicit Vendors interested in providing proposals for a Contract to provide an update to the Ferries' current Enterprise Security System with a new Commercial Off-the-Shelf (COTS) enterprise security system. Proposals will be required to include additional functionality and capabilities as indicated in the acquisition for a seamless integrated system to meet the expanding needs and requirements of WSDOT.

Objectives

The objective of the Enterprise Security System Upgrade project will be to provide functionality to manage and monitor access control, alarm and sensor events, and provide video surveillance, at forty-three (43) sites within Ferries Division. In addition, updates will provide for replacement of the ID credential/badging system, the ability for TWIC credential verification, smart video analytics, integrated high definition video, integration with a key management system, maps, optional updates to any End-Of-Life (EOL) hardware, and overall performance and reliability enhancements to the overall system.

Pre-Proposal Conference

An optional pre-bid conference will be held at WSDOT Ferries Headquarters on July 14, 2011 from 10:00 AM to 12:00 Noon. Limited parking is available at this location with additional parking available in nearby parking lots. As escort to the secure conference room will be required, please allow sufficient time to park and sign in on the 5th floor prior to the 10 AM start time.

WSDOT Ferries Headquarters
2901 3rd Avenue, Suite 500
Seattle, WA 98121-3014

The purpose of the conference is to brief potential Vendors on the RFP process and timeline, contract requirements, and non-disclosure security requirements relating to Secure Security Information (SSI).

Vendors interesting in attending this optional pre-proposal conference are limited to two (2) individual attendees. Vendors must register attendees for this conference in advance no later than Tuesday, July 12, 2011, 4 PM (PST) by submitting the following to the **RFP Coordinator** listed below.

- Name and address of Vendor
- Name of person or persons attending on behalf of Vendor with individual contact information (phone number and email address)

RFP Procurement Schedule

All Vendors must adhere to the following schedule of activities. Vendors submitting procurement documents (NDA, LOI and proposals) should allow sufficient mail delivery time to ensure timely receipt of the required documents by the **RFP Coordinator** listed below. Notwithstanding the provisions of RCW 1.12.070, late deliveries will not be accepted, nor will time extensions be granted. The table below represents the schedule of activities for this procurement, unless explicitly amended by WSDOT in writing.

Activity	Due Dates	Time
Issue Notice of Intent (NOI) to issue RFP	July 8, 2011	N/A
Pre-Bidders Conference (optional)	July 14, 2011	10:00 – 12:00 AM
Letter of Intent to submitted by Vendors	July 20, 2011	8:00 PM
Issue RFP from secure site (NDA and LOI required)	July 25, 2011	N/A
Written Questions Due from Vendors	August 10, 2011	5:00 PM
Answers to Questions Released	August 18, 2011	N/A
RFP Amendment, if any	August 21, 2011	N/A
Proposals Due from Vendors	August 29, 2011	5:00 PM
Notify Top Vendors for Demonstrations	September 12, 2011	5:00 PM
Vendor Demonstrations	September 19-23, 2011	N/A
Send Notification of Apparently Successful Vendor	October 7, 2011	N/A
Contract Start Date	October 10, 2011	N/A

RFP Publication

The RFP will be published by WSDOT at a secured FTP website. Due to the SSI requirements provided within the RFP, Vendors interested in obtaining access to the FTP website will be required to complete a Non-Disclosure Agreement (NDA) and a Letter of Intent (LOI). Only those Vendors submitting NDAs and LOI to the RFP Coordinator by the deadline stated above will be able to obtain access to this security sensitive RFP for review and consideration.

Non-Disclosure Agreement

Vendors will be required to submit their original hard-copy signed NDA to the RFP Coordinator prior to obtaining access to the RFP. However, Vendors are strongly encouraged to bring original signed NDAs to the pre-bid conference. **Exhibit A – NDA** and **Exhibit B - SSI Regulations** are available at the following website for your review: <http://www.wsdot.wa.gov/business/contracts/default.htm>.

RFP Coordinator

The RFP Coordinator is the **sole point of contact** in WSDOT for this procurement. Upon issuance of this NOI and until WSDOT has awarded the Contract, all communication between Vendors and WSDOT shall be with the WSDOT RFP Coordinator as follows:

Cheryl Mills, WSDOT RFP Coordinator

Washington State Department of Transportation
Administrative Service Contracts Office
Phone: (360) 705-7548
FAX: (360) 705-6842
Email: millsc@wsdot.wa.gov

If using US Postal Service:

WA State Department of Transportation
Administrative Services Contracts
Attn: Cheryl Mills
P.O. Box 47408
Olympia, WA 98504-7408

If using UPS, FedEx, etc.:

WA State Department of Transportation
Administrative Services Contracts
Attn: Cheryl Mills
719 Sleater Kinney Road SE, Suite 200
Lacey, WA 98503-1138

History

This RFP is a follow-up to the Request for Information (RFI) for WSDOT Maritime Security Management System (MSMS) released on May 28, 2010 as WSDOT ACQ-2010-0515-RFI.