



**Washington State  
Department of Transportation**  
Paula J. Hammond, P.E.  
Secretary of Transportation

Transportation Building  
310 Maple Park Avenue SE  
Olympia, WA 98504-7300  
360-705-7000  
TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

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

**Notice of Intent (#5) for  
RFP Procurement Schedule and RFP Coordinator - Update**

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 or before **September 12, 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.

**Optional Pre-Proposal Conference**

An optional pre-proposal conference was held on July 14, 2011 from 10:00 AM to 12:00 Noon at WSDOT Ferries Headquarters located at 2901 3<sup>rd</sup> Avenue, Suite 500, Seattle WA. The purpose of the conference was 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 were required to register with the RFP Coordinator in advance no later than Tuesday, July 12, 2011, 4 PM (PST).

**RFP Publication**

Vendors interesting in receiving the RFP through direct email notification must submit both a Letter of Intent (LOI) and a Security Sensitive Information (SSI) Non-Disclosure Agreement (NDA) to the **RFP Coordinator** no later than **August 31, 2011, 4PM**. The requirements for submittal of the LOI and SSI NDA are provided below. Only those Vendors meeting compliance

with these two mandatory requirements will be provided the published RFP via direct email from the **RFP Coordinator**. *Due to the SSI nature of this RFP, it will not be released onto a public website.*

### **RFP Procurement Schedule**

All Vendors must adhere to the following schedule of activities. 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 RFP Notice of Intent (NOI) #1               | June 24, 2011                      | N/A              |
| Issue RFP Notice of Intent (NOI) #2               | July 8, 2011                       | N/A              |
| Pre-Proposal Conference (optional)                | July 14, 2011                      | 10:00 – 12:00 AM |
| Issue RFP Notice of Intent (NOI) #3               | July 22, 2011                      | N/A              |
| Issue RFP Notice of Intent (NOI) #5               | August 29, 2011                    | N/A              |
| Vendors NDA & LOI submitted                       | August 31, 2011                    | 4:00 PM          |
| Issue RFP to Vendors (NDA and LOI required)       | On or before<br>September 12, 2011 | N/A              |
| Written Questions Due from Vendors                | September 19, 2011                 | 4:00 PM          |
| Answers to Questions Released                     | September 23, 2011                 | N/A              |
| RFP Amendment, if any                             | September 30, 2011                 | N/A              |
| Proposals Due from Vendors                        | October 7, 2011                    | 4:00 PM          |
| Notify Top Vendors for Demonstrations             | October 18, 2011                   | 4:00 PM          |
| Vendor Demonstrations                             | October 25 - 27, 2011              | N/A              |
| Send Notification of Apparently Successful Vendor | November 8, 2011                   | N/A              |
| Contract Start Date                               | On or about November<br>23, 2011   | N/A              |

### **Letter of Intent (LOI)**

Vendors interesting in receiving the RFP through direct email notification must submit a LOI to propose to the **RFP Coordinator**. The LOI must be provided on business letterhead and signed by a Vendor representative. The signed LOI must be provided to the **RFP Coordinator** by the deadline noted in the RFP Procurement Schedule above. Submittal via email of the scanned letter to the **RFP Coordinator** is sufficient; otherwise, delivery via USPS or courier delivery is acceptable.

### **Security Sensitive Information Non-Disclosure Agreement (SSI NDA)**

Vendors will be required to submit their original hard-copy signed SSI NDA to the RFP Coordinator prior to issuance of the RFP. Therefore, Vendors were strongly encouraged to bring original signed NDAs to the pre-proposal conference. Vendors who were unable to attend the Pre-Proposal Conference must submit the required original SSI NDA to the **RFP Coordinator** by the deadline noted in the RFP Procurement Schedule above. **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.

### **Jenna Mannigan, WSDOT RFP Coordinator**

Washington State Department of Transportation  
Administrative Service Contracts Office  
Phone: (360) 705-7671  
FAX: (360) 705-6842  
Email: [mannigj@wsdot.wa.gov](mailto:mannigj@wsdot.wa.gov)

#### If using US Postal Service:

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

#### If using UPS, FedEx, etc.:

WA State Department of Transportation  
Administrative Services Contracts  
Attn: Jenna Mannigan  
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.