



**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

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

**Notice of Intent (#7) 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 October 14, 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 3rd 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 October 13, 2011, 12:00PM (PST). 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) #7 | October 4, 2011 | N/A |
| Vendors NDA & LOI submitted | October 13, 2011 | 12:00 PM |
| Issue RFP to Vendors (NDA and LOI required) | On or before October 14, 2011 | N/A |
| Written Questions Due from Vendors | October 27, 2011 | 4:00 PM |
| Answers to Questions Released | November 3, 2011 | N/A |
| RFP Amendment, if any | November 10, 2011 | N/A |
| Proposals Due from Vendors | November 17, 2011 | 4:00 PM |
| Notify Top Vendors for Demonstrations | December 1, 2011 | 4:00 PM |
| Vendor Demonstrations | December 8 – December 13, 2011 | N/A |
| Send Notification of Apparently Successful Vendor | December 21, 2011 | N/A |
| Contract Start Date | On or about January 12, 2012 | 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 (Update)

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. Due to a staff change, as of September 30, 2011, the new RFP Coordinator will be as follows:

Tim Carroll, WSDOT RFP Coordinator

Washington State Department of Transportation
Administrative Service Contracts Office
Phone: (360) 705-7595
FAX: (360) 705-6842
Email: Carrollt@wsdot.wa.gov

If using US Postal Service:

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

If using UPS, FedEx, etc.:

WA State Department of Transportation
Administrative Services Contracts
Attn: Tim Carroll
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.