



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

BID SOLICITATION(RFP) # 7576486
MASTER PRICE AGREEMENT (“MPA”) # 419
SECURITY SYSTEMS AND SERVICE
CONTRACT TERM 2/1/2018-1/31/2021
With option to renew for (2) 12 - month periods

SUBMISSION DEADLINE: 1/16/2018 at 10:00 AM (EST)

PRE-BID CONFERENCE: NO
YES

Buyer Name: Katherine Missell Title: Chief Buyer

Questions concerning this solicitation must be received by the Division of Purchases at (katherine.missell@purchasing.ri.gov) no later than Thursday December 19, 2017 @ 4:00 PM EST. Questions should be submitted in a Microsoft Word attachment. Please reference the MPA # 419 RFP # on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

NOTE TO VENDORS:

Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov.

Offers received without the completed three-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: www.purchasing.ri.gov

TABLE OF CONTENT

1. Introduction 3
1.1 Background and Purpose 3
1.2 Current Environment 4
1.2.1 Department of Capital Asset Management and Maintenance (DCAMM) 4
1.2.2 Rhode Island College (RIC) 5
1.2.3 The University of Rhode Island (URI) 5
1.2.4 The Community College of Rhode Island (CCRI) 6
1.3 Scope of Services Environment 6
1.4 Terms 6
1.5 Who Should Respond 6
1.6 Other Agencies 7
2. Instructions to Bidders 7
2.1 General Conditions 7
2.2 Applicable Codes and Regulations 10
2.3 Due Care 10
2.4 Vendor Activities 11
2.5 Site familiarity 11
2.6 Permits 11
2.7 Pricing 11
3. Proposal Submissions 11
4. Vendor Qualifications 14
4.1 Experience 14
4.2 Number of Installations 14
4.3 Training and Certification 14
4.4 References 14
4.5 Resumes 14
4.6 Number of Support Technicians 14
4.7 Location and Coverage Area of Support Technicians 14
4.8 Emergency Repair Services 15
5. Maintenance and Repair 15
5.1 System Maintenance 15
5.2 Response Time for Repairs 16
5.3 Installation of Additional Components 16
5.4 System Upgrades/Replacement 16
6. Pricing 16
6.1 Maintenance of Existing System(s) 17
6.2 Installation of Additional Components for Existing Security Systems 17
6.3 Installation of Cameras/Recording Devices 18
6.4 System Upgrades/Replacement 19
7. Evaluation and Selection 20
APPENDIX A: Existing Systems, brands and Components 22



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

1. INTRODUCTION

1.1 Background and Purpose

The Rhode Island Department of Administration/Division of Purchases on behalf of all State agencies (“User Agencies”), is soliciting proposals from qualified firms to participate in a Master Price Agreement to provide soliciting proposals from qualified firms for the maintenance and repair services for existing security systems, as well as the addition, upgrade, and/or replacement of security system components.

These institutions currently employ several different security systems and components, and are seeking vendors to provide, on an as requested basis, repair and maintenance services for existing systems, expansion for existing systems, and migration path(s) path(s) to enterprise security platforms and components to allow each institution to move toward a more manageable, integrated security solution on an as needed basis at established rates for the term of the agreement.

In addition to ensure state facilities provide a safe and secure environment, efforts are ongoing to upgrade security systems that include access control, badging/credentialing, and closed circuit television to meet the State’s operational needs.

Services will be provided in accordance with the terms of this request for quote (“RFP”) and the Division’s General Conditions of Purchase, and the State’s General Conditions of Purchase, which may be obtained at www.purchasing.ri.gov. If awarded, the term of the MPA contract shall commence on or about January 1, 2018 and expire December 31, 2020 unless terminated, cancelled, by the Division with the option to renew for two (12) twelve month periods.

This solicitation is being conducted under the State’s Master Price Agreement (MPA) process. Responses will be evaluated on the basis of the relative merits of the proposal; there will be no public opening and reading of responses received by the Division of Purchases pursuant to this Request, other than to name those offerors who have submitted proposals.

Bidders will be selected based upon their fulfillment of the minimum qualifications listed in this Master Price Agreement (MPA), the completion of all Required Forms as listed in this MPA that contracting with the Bidders will provide the “best value” to the State of Rhode Island for the products listed or similar items in scope and value.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

The State of Rhode Island reserves the right to re-open the Master Price Agreement (MPA) during the term of the contract if it is determined to be in the best interest of the State.

This request for quote does not guarantee that the State will utilize any contractor for a minimum/maximum amount of time or for a minimum/maximum dollar value over the term of the Master Price Agreement (MPA) contract.

Services are sought on an “as-needed” basis. Once need has been determined, utilization by the user agency will be based on several factors, including, but not limited to price, expertise, and availability.

1.2 Current Environment

The State maintains an asset portfolio of over 1200 major buildings statewide with a goal to ensure state facilities provide a safe and secure environment, efforts are ongoing to upgrade security systems that include access control, badging/credentialing, and closed circuit television to meet the State’s operational needs. Currently the State Department of Capital Asset Management and Maintenance (DCAMM) and the University of Rhode Island (URI), Rhode Island College (RIC) and Community College of Rhode Island (CCRI) all have unique systems as well as other municipalities and towns that might participate within this MPA agreement.

The goal of the State of Rhode Island is to maintain, modernize and upgrade its security system technologies to be current with latest recognized industry standards and equipment including but are not limited to the following:

- a. Access Control Systems (ACS) - Badging/Credentialing, card readers
- b. Closed Circuit Television (CCTV) & Video Surveillance including web based security Systems
- c. Voice Radio Communications and Repeater Systems
- d. Cloud based and virtual server options
- e. Wireless systems as well as face recognition and finger print access control technologies
- f. 24/7 monitoring for intrusion alarm systems including web based access reporting and history from Central Station Provider
- g. Other Public Safety and Security Systems

1.2.1 Department of Capital Asset Management and Maintenance (DCAMM) currently uses the following systems:

1. Access Control and Alarm Monitoring System. The S2 System and other card reader programs provide access control to most buildings. This system provides access control in most cases to government buildings parking facilities, administrative facilities, and security stanchions/turnstiles.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

2. Closed Circuit Television/Video Surveillance include the Video Network (VNET) Avigilon System and related Video Surveillance System (AOVS) are multifunctional that integrates the cameras with intercom, phone and alarm systems. and the government building operations.
3. Voice Radio Communications Systems With the advent of centralized facilities management and maintenance within DCAMM, as well as the formal creation of a safety and security program management, it is DCAMM's desire to establish a Dispatch and Control Center to co-locate the DCAMM Director of Security and staff with the Chief of Capitol Police and dispatch officer(s) to support a unified command center for the coordination and support of Department of Public Safety assets and/or privately contracted security services.
4. Other Public Safety and Security Systems - With the advent of centralized facilities management and maintenance within DCAMM, as well as the formal creation of a safety and security program management, it is DCAMM's desire to evaluate on a continual basis and, when operationally and fiscally expedient, implement or incorporate new technology that supports DCAMM's safety and security goals for government facilities.

1.2.2 Rhode Island College (RIC) currently uses the following systems:

The systems are from Paradox, DSX, and Bosch.

1. The Paradox security system is used in a number of classrooms and labs to control access and provide alarm protection. A key fob system is used for door access, and alarm protection devices employed include door sensors, window sensors, motion detectors, and alarms for electronic devices. Paradox Winload 4.0 software is used to load access control information into the system. Alarm notification is provided via dial-up phone lines and/or IP connection back to RIC's security office, and alarm monitoring is managed using Bold Manitou Central Station.
2. A second, separate system from DSX Access Systems provides card access and security in a number of dorms and other student areas. This system is utilizing the WinDSX software version 3.7.10, and has been upgraded to the SQL database engine.
3. Bosch G-series D9412GV4 is used for intrusion detection and notification with sensors similar to those listed above for Paradox.
4. Also, the College has a number of security cameras and monitors (various brands including Arecont and Pelco) and NVR equipment (Milestone XProtect), which are partially integrated with the existing security systems.

1.2.3 The University of Rhode Island (URI) currently uses the following systems:

1. employs an Ingersoll Rand security system, using Interflex 6020 software, master controllers, and reader interface modules. Associated hardware and equipment from Locknetics, Schlage, Von Duprin, and Avigilon brand.
2. In the residence halls, the University employs the Synergistics WAPAC multi-building access control system. The current standard for cameras set forth in our University-



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

wide Security Camera Policy calls for Avigilon brand security cameras, head end hardware and software.

1.2.4 The Community College of Rhode Island (CCRI) does not have a centralized access control system today. In some locations, there is Honeywell Enterprise Building Integrator, Digital Video Manager, and Nexwatch systems. Various surveillance cameras are monitored at security stations, but are not digitally recorded. In all environments, there is increased interest in installing or migrating to integrated access control and surveillance systems capable of managing multiple source types (sensors, readers, alarms, etc.) with video (analog and digital, IP) through an integrated and user friendly user interface.

1.3 Scope of Services Requested

The scope of services being requested under the MPA include the following:

Pricing for maintenance and repair services for existing security systems including but not limited to maintenance contracts as required but individual State entities.

Unit pricing for hardware/installation of additional system components for existing systems

Description and pricing of other security system and software product lines carried by Vendor for potential system enhancements/replacement.

1.4 Terms

The term of this agreement is three years from award, with two optional one year renewals. Though not anticipated, the State reserves the right to re-open the solicitation and accept new bid responses periodically if deemed in its own best interests.

It is anticipated that a price agreement will be awarded to multiple vendors with rates provided. As with any MPA, user agencies shall be required to obtain quotes from three MPA-419 vendors for a lump sum, fixed-fee price for a specific project. Vendors are required to provide a quote for each discrete project requested by user agencies. The Division of Purchases has the authority to remove vendors from the MPA-419 list if non-responsive to agency requests for quotes. There is no guarantee of any level of spending activity to a vendor or vendors selected for this MPA.

1.5 Who should respond?

Security, lock, access control, and video surveillance installers, maintainers, contractors, suppliers, manufacturers, wholesalers, and distributors.

Multiple awards are expected, and will cover multiple equipment and service types. For example, some State organizations maintain their own systems, and may opt to simply purchase components and software. Other agencies will opt for full turnkey installation services and maintenance. Vendors are encouraged to respond with their capabilities even if they do not provide all types of service or equipment.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

1.6 Other Agencies

In addition to the State of Rhode Island vendors may be utilized by any State agency. In addition, MPA-419 vendors may be utilized by quasi-public agencies, Rhode Island municipalities, and the Legislative and Judicial branches of State government at their own discretion. Vendors are also expected to make their services and MPA pricing available to cities, towns, public school systems and quasi-public agencies within Rhode Island.

2. INSTRUCTIONS TO BIDDERS

2.1 General Conditions

1. Potential vendors are advised to review all sections of this RFP carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this RFP are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this RFP may be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this RFP or for providing oral or written clarification of its content, shall be borne by the vendor. The State assumes no responsibility for these costs even if the RFP is cancelled or continued.
4. Proposals are considered to be irrevocable for a period of not less than 180 days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated in the proposal.
6. It is intended that an award pursuant to this RFP will be made to a prime vendor, or prime vendors in the various categories, who will assume responsibility for all aspects of the work. Subcontracts are permitted, provided that their use is clearly indicated in the vendor's proposal and the subcontractor(s) to be used is identified in the proposal.
7. The purchase of goods and/or services under an award made pursuant to this RFP will be contingent on the availability of appropriated funds.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: www.purchasing.ri.gov

8. Vendors are advised that all materials submitted to the Division of Purchases for consideration in response to this RFP may be considered to be public records as defined in R. I. Gen. Laws § 38-2-1, et seq. and may be released for inspection upon request once an award has been made.
 - a. Any information submitted in response to this RFP that a vendor believes are trade secrets or commercial or financial information which is of a privileged or confidential nature should be clearly marked as such. The vendor should provide a brief explanation as to why each portion of information that is marked should be withheld from public disclosure.
 - b. Vendors are advised that the Division of Purchases may release records marked confidential by a vendor upon a public records request if the State determines the marked information does not fall within the category of trade secrets or commercial or financial information which is of a privileged or confidential nature.
9. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP.
10. By submission of proposals in response to this RFP vendors agree to comply with R. I. General Laws § 28-5.1-10 which mandates that contractors/subcontractors doing business with the State of Rhode Island exercise the same commitment to equal opportunity as prevails under Federal contracts controlled by Federal Executive Orders 11246, 11625 and 11375.

Vendors are required to ensure that they, and any subcontractors awarded a subcontract under this RFP, undertake or continue programs to ensure that minority group members, women, and persons with disabilities are afforded equal employment opportunities without discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability.

Vendors and subcontractors who do more than \$10,000 in government business in one year are prohibited from engaging in employment discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability, and are required to submit an "Affirmative Action Policy Statement."

Vendors with 50 or more employees and \$50,000 or more in government contracts must prepare a written "Affirmative Action Plan" prior to issuance of a purchase order.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

- a. For these purposes, equal opportunity shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, termination, and rates of pay or other forms of compensation.
- b. Vendors further agree, where applicable, to complete the “Contract Compliance Report” (<http://odeo.ri.gov/documents/odeo-eeo-contract-compliance-report.pdf>), as well as the “Certificate of Compliance” (<http://odeo.ri.gov/documents/odeo-eeo-certificate-of-compliance.pdf>), and submit both documents, along with their Affirmative Action Plan or an Affirmative Action Policy Statement, prior to issuance of a purchase order. For public works projects vendors and all subcontractors must submit a “Monthly Utilization Report” (<http://odeo.ri.gov/documents/monthly-employment-utilization-report-form.xlsx>) to the ODEO/State Equal Opportunity Office, which identifies the workforce actually utilized on the project.

For further information, contact Vilma Peguero at the Rhode Island Equal Employment Opportunity Office, at 222-3090 or via e-mail at ODEO.EOO@doa.ri.gov.

11. In accordance with R. I. Gen. Laws § 7-1.2-1401 no foreign corporation has the right to transact business in Rhode Island until it has procured a certificate of authority so to do from the Secretary of State. This is a requirement only of the successful vendor(s). For further information, contact the Secretary of State at (401-222-3040).

12. In accordance with R. I. Gen. Laws §§ 37-14.1-1 and 37-2.2-1 it is the policy of the State to support the fullest possible participation of firms owned and controlled by minorities (MBEs) and women (WBEs) and to support the fullest possible participation of small disadvantaged businesses owned and controlled by persons with disabilities (Disability Business Enterprises a/k/a “DisBE”)(collectively, MBEs, WBEs, and DisBEs are referred to herein as ISBEs) in the performance of State procurements and projects. As part of the evaluation process, vendors will be scored and receive points based upon their proposed ISBE utilization rate in accordance with 150-RICR-90-10-1, “Regulations Governing Participation by Small Business Enterprises in State Purchases of Goods and Services and Public Works Projects”. As a condition of contract award vendors shall agree to meet or exceed their proposed ISBE utilization rate and that the



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: www.purchasing.ri.gov

rate shall apply to the total contract price, inclusive of all modifications and amendments. Vendors shall submit their ISBE participation rate on the enclosed form entitled "MBE, WBE and/or DisBE Plan Form", which shall be submitted in a separate, sealed envelope as part of the proposal. ISBE participation credit will only be granted for ISBEs that are duly certified as MBEs or WBEs by the State of Rhode Island, Department of Administration, Office of Diversity, Equity and Opportunity or firms certified as DisBEs by the Governor's Commission on Disabilities. The current directory of firms certified as MBEs or WBEs may be accessed at <http://odeo.ri.gov/offices/mbeco/mbe-wbe.php>. Information regarding DisBEs may be accessed at www.gcd.ri.gov.

For further information, visit the Office of Diversity, Equity & Opportunity's website, at <http://odeo.ri.gov/> and see R.I. Gen. Laws Ch. 37-14.1, R.I. Gen. Laws Ch. 37-2.2, and 150-RICR-90-10-1. The Office of Diversity, Equity & Opportunity may be contacted at, (401) 574-8670 or via email Dorinda.Keene@doa.ri.gov

2.2 Applicable Codes and Regulations

All work on this project must conform to all applicable Federal, State of Rhode Island and Providence Plantations, and local laws, ordinances and to the regulations of the local utility companies. The work must be in accordance with the requirements of the National Bureau of Fire Underwriters, the National Electrical Code, the Occupational Safety and Health Administration (OSHA), the Americans with Disabilities Act (ADA) and the Codes and the recommendation of Bell System Practice, EIA/TIA 568, 569 Commercial Building Wiring Standards and any subordinate clauses contained in the Building Industry Consulting Service International, Inc. (BICSI) Telecommunications Distribution Methods Manual and not addressed by the EIA/TIA 568 and 569 Standards Documents. In the event that a conflict or interpretive difference occurs between the EIA/TIA documents and the BICSI Telecommunications Distribution Methods Manual, the EIA/TIA 568 and 569 documents shall prevail.

The above requirement includes, but is not limited to, the current edition of the National Electrical Code, Electronic Industries Alliance (EIA) standards, the National Board of Fire Underwriters Standards, Life Safety Code, Standards, rules and regulations of the State of Rhode Island

2.3 Due Care

In delivering, installing and removing equipment, due care shall be exercised to avoid damage to, or disfigurement of, buildings, equipment, driveways or other property. Any blemish, made by the vendor, to physical plant or property of the Customer or its community of staff and students is to be restored by the vendor. Vendor(s) shall be required to complete restorations at its expense for any damage caused by it or by any of the subcontractors.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: www.purchasing.ri.gov

2.4 Vendor Activities

Vendor's activities are not to be disruptive of business or classroom activity—including excessive construction noises— and must not compromise the safety, security or self-respect of any student or staff employee of the Customer in any way. The Customer reserves the right to insist that any individual under the direction of the vendor may, without a statement of cause, be taken off this project. The vendor will comply without compromising schedules or other contract terms.

2.4 Site familiarity

Each vendor is responsible for being knowledgeable of all conditions of property, equipment and environment they are making a bid. Each vendor, by making a bid, represents that the bid documents have been read and understood and the site has been visited and the vendor is familiar with the local conditions under which the work is to be performed. This includes the first-hand inspection and understanding of each individual building's cable distribution peculiarities. No approval for additional funds will be given for work resulting from the vendor or its subcontractors being unfamiliar with the conditions under which the work is to be performed.

2.6. Permits

The Vendor is responsible for obtaining all municipal permits and inspections as mandated by law for any work performed under this RFP.

2.7 Pricing

The Customer reserves the right to negotiate lower equipment, software or labor costs on a per project basis if deemed in its best interest.

3. PROPOSAL SUBMISSION

A. Proposals shall include the following:

1. One completed and signed RIVIP Bidder Certification Cover Form (included in the original copy only) downloaded from the Division of Purchases website at www.purchasing.ri.gov. *Do not include any copies in the Technical or Cost proposals.*
2. One completed and signed Rhode Island W-9 (included in the original copy only) downloaded from the Division of Purchases website at <http://www.purchasing.ri.gov/rivip/publicdocuments/fw9.pdf>. *Do not include any copies in the Technical or Cost proposals.*
3. Two (2) completed original and copy versions, signed and sealed Appendix A. MBE, WBE, and/or Disability Business Enterprise Participation Plan. Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation. *Do not include any copies in the Technical or Cost proposals.*



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

4. Technical Proposal - describing the qualifications and background of the applicant and experience with and for similar projects, and all information described earlier in this solicitation. The technical proposal is limited to six (6) pages (this excludes any appendices and as appropriate, resumes of key staff that will provide services covered by this request).
 - a. One (1) Electronic copy on a CD-R, marked "Technical Proposal - Original".
 - b. One (1) printed paper copy, marked "Technical Proposal - Original" and signed.
 - c. Four (4) printed paper copies
5. Cost Proposal - A separate, signed and sealed cost proposal reflecting the hourly rate, or other fee structure, proposed to complete all of the requirements of this project.
 - a. One (1) Electronic copy on a CD-R, marked "Cost Proposal - Original".
 - b. One (1) printed paper copy, marked "Cost Proposal -Original" and signed.
 - c. Four (4) printed paper copies

B. Formatting of proposal response contents should consist of the following:

1. Formatting of CD-Rs – Separate CD-Rs are required for the technical proposal and cost proposal. All CD-Rs submitted must be labeled with:
 - a. Vendor's name
 - b. RFP #
 - c. RFP Title
 - d. Proposal type (e.g., technical proposal or cost proposal)
 - e. If file sizes require more than one CD-R, multiple CD-Rs are acceptable. Each CD-R must include the above labeling and additional labeling of how many CD-R's should be accounted for.

Vendors are responsible for testing their CD-R's before submission as the Division of Purchase's inability to open or read a CD-R may be grounds for rejection of a Vendor's proposal. All files should be readable and readily accessible on the CD-R's submitted with no instructions to download files from any external resource(s). If a file is partial, corrupt or unreadable, the Division of Purchases may consider it "non-responsive". USB Drives or any other electronic media shall not be accepted. Please note that CD-R's submitted, shall not be returned.

2. Formatting of written documents and printed copies:
 - a. For clarity, the technical proposal shall be typed. These documents shall be single-spaced with 1" margins on white 8.5"x 11" paper using a font of 12 point Calibri or 12 point Times New Roman.
 - b. All pages on the technical proposal are to be sequentially numbered in the footer, starting with number 1 on the first page of the narrative (this does



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

not include the cover page or table of contents) through to the end, including all forms and attachments. The Vendor's name should appear on every page, including attachments. Each attachment should be referenced appropriately within the proposal section and the attachment title should reference the proposal section it is applicable to.

- c. The cost proposal shall be typed using the formatting provided on the provided template.

Printed copies are to be only bound with removable binder clips.

- Vendor may include further sections or appendices containing drawings, planning documents, or any other supplementary information the Vendor would like to include in their response. Additional information such as marketing and sales brochures is welcome, but is in no way a substitute for the information requested above.

The Vendor assumes responsibility for proposals submitted by mail or commercial delivery service. Proposals misdirected to other State locations or which are otherwise not present in the Division of Purchases at the time of opening, for any cause, will be determined to be late and will not be considered. The "official" time clock is located in the reception area of the Division of Purchases. Faxed or emailed proposals will not be considered.

Any additional information pertaining to this RFP or changes in the timeline may be posted on an as-needed basis. It is the responsibility of the Bidder to regularly review the RIVIP website (www.purchasing.ri.gov) to check for any additional postings.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

Interested vendors must submit proposals to provide the goods and/or services covered by this RFP on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases, shall not be accepted.

Proposals should be mailed or hand-delivered in a sealed envelope marked "**RFP# 7576486**" to:

RI Dept. of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time shall not be accepted. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time shall be determined to be late and shall not be accepted. Proposals faxed, or emailed, to the Division of Purchases shall not be accepted. The official time clock is in the reception area of the Division of Purchases.



4. VENDOR QUALIFICATIONS

Please respond to the following questions and information requests.

Note: As part of the scope of this RFP installation and repair services for existing security systems are required, vendor must specify which manufacturers and product lines apply in the responses below. Where answers to the same question differ by manufacturer and product, vendor must clearly delineate this in the response.

As specified previously in the Current Environment section, there are several security system platforms for which service is being requested, please see appendix A

4.1 Experience

How many years of industry experience does the Vendor have providing installation, maintenance, and support for security systems? For each of the product lines carried or supported by the Vendor, how long have you carried/supported this product line?

4.2 Number of Installations

For each of the product lines carried or supported by the Vendor, how many comparable security systems do the Vendors support in the New England area? Please provide locations, size, and manufacturer, product line for these systems.

4.3 Training and Certification

For each of the product lines offered by the vendor, list training and certifications completed through trade organizations and/or manufacturers. Indicate if certifications are company-wide or by individual.

4.4 References

List customer references for installation and maintenance of enterprise level access control systems. Specify description of system(s) in use by each reference. If subcontractors will be used, supply references for subcontractor(s) as well. List same for video surveillance systems (if different)

4.5 Resumes

Provide resumes or experience summaries for key personnel who will be responsible for system installation, project management, repair, and/or support.

4.6 Number of Support Technicians

How many support technicians are there in the Contractor's employment in the Rhode Island area who are experienced in the repair of security systems and components? Specify the number of certified technicians for each product manufacturer / line that you support.

4.7 Location and Coverage Area of Support Technicians

Identify the base location(s) and the coverage area(s) for the technicians who would be expected to provide services to the Customer. Within this coverage area, these technicians maintain services for how many unique customer sites?



4.8 Emergency Repair Services

How would the Customer summary emergency repair services on weekends, holidays, or other non-business hours? Provide appropriate primary and backup contact information.

Customer staff may conduct inspection tours of the Vendor's maintenance and installation facility. Inspections of repair facilities, stores, training, dispatching and customer record keeping may be made. Tools, test equipment, parts and procedures pertaining to the Vendor will be observed in detail and employees interviewed. Vendor escort is expected. In the event that any tasks are to be subcontracted, the subcontractor may be subject to similar inspection.

5 MAINTENANCE/REPAIR REQUIREMENTS

Note: Some responding vendors may provide sales or distribution of equipment only, and rely on integrators to provide installation and maintenance to the end user. Vendors that do not provide support and/or maintenance services do not need to respond to the requirements of this section. Instead, simply indicate such in your response, and include a list of authorized and/or recommended contractors through which installation and maintenance are available. (Ideally one or more of these contractors will have been notified by you of your intention to submit for this RFP, and will have submitted a corresponding proposal for the installation and maintenance.)

5.1 System Maintenance

Vendor must be capable of the repair or replacement of all system components for the existing security system(s) for which services are being proposed, including but not limited to:

- System software
- Control panels
- Motion detectors
- Door access controls
- Window alarm protection
- Electronic equipment alarm protection
- Exterior door alarms
- Transmission of alarms to Security Department
 - Alarm system wiring
 - Security cameras, camera servers, camera appliances
 - Access Control Systems (ACS) - Badging/Credentialing
 - Closed Circuit Television (CCTV) & Video Surveillance
 - Voice Radio Communications and Repeater Systems
 - Other Public Safety and Security Systems



All hardware and software components used for repair or replacement must meet system specifications and carry a manufacturer's warranty of at least one year. Customer may request a service contract of one year.

5.2 Response Time for Repairs

Vendor shall respond in a timely manner to requests from Customer's security department for repairs to faulty components or system failures. Vendor shall have a qualified support technician complete the necessary repairs within 24 hours of request (next business day, with option for security department to request emergency service that would include weekends/holidays).

Please specify average and maximum lead times for obtaining parts for the existing system.

5.3 Installation of Additional System Components

At Customer's request, Vendor shall provide the installation of additional components that fully integrate with the current security system(s) for which Vendor is proposing services. This includes the component types listed previously under System Maintenance.

Installation of new components shall be coordinated with Customer so as to provide minimal disruption to the system. All new installations shall come with a minimum one-year warranty on hardware, software, and labor.

5.4 System Upgrades/Replacement

The Customer may seek to migrate its disparate security systems on campus to a more unified platform to simplify administration, operation, and maintenance, and provide a common base for future growth. This could consist of replacing existing systems with a single enterprise-wide system, or implementing a product that will interface with existing systems to provide a central point of administration. An important component of a new system is the capability of closely integrating with security cameras and digital video recording devices.

The customer is interested in identifying what other security system product lines Vendor is certified to sell, install, and maintain. This will allow the Customer to explore the option of engaging Vendor to replace or migrate parts of the existing systems during the term of the agreement. See details in the Pricing section.

6 PRICING

Note about requested pricing: Customer is seeking pre-negotiated labor rates for repair, and hardware/installation rates for adding standard security components to the existing security systems and possible maintenance contract for existing systems.. All quoted labor and parts rates are to be fully encumbered; no additional charges are allowed for work



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

performed under this agreement, including travel, mileage, portal to portal, or other miscellaneous charges. Beyond the existing equipment, Customer is also seeking pricing for other equipment, software, system components, and services that are available through vendor.

- *If any stated pricing or discounts differ for the optional contract renewal periods, please explicitly specify for years 2, 3, etc. Otherwise, pricing will be considered firm throughout the initial term and renewals.*

6.1 Maintenance of Existing System(s)

- *Vendor must specify the system(s) for which maintenance services are being proposed.*

Specify the hourly labor rate for repairs/maintenance to the Customer security system, with all repairs to be completed within 24 hours of submission of a trouble report by Customer's security department (excluding shipping time for replacement parts.) Specify the hourly labor rate applied to work performed during non-business hours (nights, weekends, holidays). Non-business hour labor rates may only be applied by Vendor if security department requests service be completed off hours. Otherwise, repairs will be performed on a next business day basis and billed at the standard labor rate. In addition customer(s) are requesting pricing on a yearly maintenance contract which can be extended for the full term of the MPA at the customers discretion.

6.2 Installation of Additional Components for Existing Security Systems

- *Vendor must specify the system(s) and/or components for which installation services are being proposed.*

This section requests fixed pricing for the installation of additional components to the existing Customer security systems. For each of the items below, provide itemized unit pricing for hardware and installation, fully integrated into the existing security system. This should include an itemized breakdown of the parts and labor charges. For installation of new devices that require alarm cabling, include in the price materials and installation for a 100-foot cable run, assuming an existing accessible cable pathway. Also, include the cost/foot to extend or reduce the cable distance. (In instances where there is no accessible cable path, a specific quote to create one will be requested at that time). Included in the appendix are typical hardware specifications for standard door types. Use these for reference when developing the equivalent parts lists for the existing systems.

Any new components are to be fully integrated with the existing system. All components must include a one-year warranty on hardware, software and labor.

- Doorway with Strike
- Doorway with Maglock



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

- Double Doorway Exit with Concealed Vertical Rods – One Active (see drawing in appendix)
- Doorway with Electric Lever (see drawing in appendix)
- Doorway Exit with Latch Retraction (see drawing in appendix)
- Alarm Detection Point – Motion Detector
- Alarm Detection Point – Window
- Alarm Detection Point – Electronic Device
- Alarm Siren
- Alarm Siren/Strobe Combination
- Connection of Alarm Detection Point to Telephone Line
- Connection of Alarm Detection Point to IP data network
- Other available component(s) (Add additional line items as required).

6.3 Installation of Cameras/Recording Devices

Vendor may also specify additional devices that will function with the existing security systems.

This section requests fixed pricing for the installation of cameras and recording devices. Depending on the Customer location, existing security cameras may or may not be integrated with the existing security system. In locations where cameras are not currently integrated, Customer would like to be able to engage the Vendor to install new cameras and recording equipment that can later be smoothly rolled into the overall system once an integrated security platform is in place.

For each of the items below, provide unit pricing for hardware and installation, including the cameras, mounts, and cabling. Assume a 100-foot cable run, using an existing accessible cable pathway. (In instances where there is no accessible cable path, a specific quote to create one will be requested at that time). Pricing should include an itemized breakdown of the parts and labor charges.

All components must include a one-year warranty on hardware, software and labor. To include but not limited to the brands listed in Appendix A and elsewhere in this RFP proposal.

- Indoor, fixed, high-resolution color dome camera with surface mount
- Indoor, PTZ, high-resolution day/night dome camera with surface mount
- IEEE 802.11af PoE compliant, Indoor, PTZ, high-resolution dome IP camera with surface mount
- Outdoor, pressurized, PTZ, high-resolution day/night dome camera
- Outdoor, pressurized, PTZ, high-resolution day/night dome IP camera
- Digital Video Recorder (DVR) for use with above cameras. Provide specifications on make and model, number of analog cameras supported, number of IP cameras, and total



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

recording time/resolution supported. If multiple relevant configurations with differing cost are available, either specify options and pricing, or offer a fixed percentage markup over cost, or percentage off manufacturer's list pricing.

- Other available component(s) (such as alternate cameras or DVR models, IP codecs, etc. (Add additional line items as required)).

6.4 Upgrade/Replacement of Existing Systems

Customer is soliciting additional information from Vendor that may provide Customer the ability to upgrade or replace the existing security systems under this agreement to create a more comprehensive, integrated security environment. This could be through migration to a new platform, or through adding a management / administration package that is capable of controlling multiple types of access and video systems. If applicable, please provide the following information:

- List or describe any alternate security system manufacturers/product lines Vendor is certified to sell, install, or support. In particular, identify any systems or manufacturers that can provide a suitable long-term platform that includes integration of all types of event inputs, including Closed Circuit Television & video Surveillance
- List or describe ID card system product lines that Vendor is certified to sell, install, or support. In particular, identify available identity management systems and software that can provide a suitable long-term platform for ID badging, that includes access control systems for badging and credentials, Closed Circuit Television , and could be utilized for both corporate ID cards as well as access control, library, food services (meal plans), etc.
- List or describe any software or hardware available for Voice Radio Communication and Repeater Systems and other Public safety and Security Systems

For each listed manufacturer/product/platform, provide cost information for the various components, software, hardware, and include installation, and training. Where system configurations are widely variable, making the quoting all configurations unfeasible, vendor may instead provide only one or two sample configurations, and then also provide the associated hourly installation/labor rates, percent markup over cost (or discounts off manufacturer's list pricing), or other applicable pricing that Customer may use to engage Vendor for other configurations.



7 EVALUATION AND SELECTION

The Technical Review Committee will evaluate and score all proposals, using the following criteria:

Criteria	Possible Points
Vendor Qualifications	35 Points
Compliance to Specification	35 Points
Total Possible Technical Points	70 Points
Cost proposal*	30 Points
Total Possible Evaluation Points	100 Points
ISBE Participation**	6 Bonus Points
Total Possible Points	106 Points

Proposals shall be reviewed by a technical evaluation committee (“TEC”) comprised of staff from State agencies. The TEC first shall consider technical proposals.

Technical Proposals

Technical proposals must receive a minimum of 60 (85.7%) out of a maximum of 70 points to advance to the cost evaluation phase. Any technical proposals scoring less than 60 points shall not have the accompanying cost or ISBE participation proposals opened and evaluated. The proposal will be dropped from further consideration.

Technical proposals scoring 60 points or higher will have the cost proposals evaluated and assigned up to a maximum of 30 points in cost category bringing the total potential evaluation score to 100 points. After total possible evaluation points are determined ISBE proposals shall be evaluated and assigned up to 6 bonus points for ISBE participation.

The Division of Purchases reserves the right to select the vendor(s) or firm(s) (“vendor”) that it deems to be most qualified to provide the goods and/or services as specified herein; and, conversely, reserves the right to cancel the solicitation in its entirety in its sole discretion.

Proposals shall be reviewed and scored based upon the following criteria: *Cost Proposal Evaluation:



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: www.purchasing.ri.gov

Cost Proposals

The vendor with the lowest cost proposal shall receive one hundred percent (100%) of the available points for cost. All other vendors shall be awarded cost points based upon the following formula:

(lowest cost proposal / vendor's cost proposal) x available points For example: If the vendor with the lowest cost proposal (Vendor A) bids \$65,000 and Vendor B bids \$100,000 for monthly costs and service fees and the total points available are thirty (30), Vendor B's cost points are calculated as follows:

$$\$65,000 / \$100,000 \times 30 = 19.5$$

****ISBE Participation Evaluation:**

a. Calculation of ISBE Participation Rate

1. ISBE Participation Rate for Non-ISBE Vendors. The ISBE participation rate for non-ISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of non-ISBE vendor's total contract price that will be subcontracted to ISBEs by the non-ISBE vendor's total contract price. For example if the non-ISBE's total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs, the non-ISBE's ISBE participation rate would be 12%.

2. ISBE Participation Rate for ISBE Vendors. The ISBE participation rate for ISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of the ISBE vendor's total contract price that will be subcontracted to ISBEs and the amount that will be self-performed by the ISBE vendor by the ISBE vendor's total contract price. For example if the ISBE vendor's total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs and will perform a total of \$8,000.00 of the work itself, the ISBE vendor's ISBE participation rate would be 20%.

b. Points for ISBE Participation Rate:

The vendor with the highest ISBE participation rate shall receive the maximum ISBE participation points. All other vendors shall receive ISBE participation points by applying the following formula:

(Vendor's ISBE participation rate ÷ Highest ISBE participation rate X Maximum ISBE participation points) For example, assuming the weight given by the RFP to ISBE participation is 6 points, if Vendor A has the highest ISBE participation rate at 20% and Vendor B's ISBE participation rate is 12%, Vendor A will receive the maximum 6 points and Vendor B will receive (12% ÷ 20%) x 6 which equals 3.6 points.

General Evaluation:

Points shall be assigned based on the vendor's clear demonstration of the ability to provide the requested goods and/or services. Vendors may be required to submit additional written information or be asked to make an oral presentation before the TEC to clarify statements made in the proposal.



APPENDIX A: EXISTING SYSTEMS, BRANDS, AND COMPONENTS

The following is a list of components and equipment currently in use at one or more of the State run building and Institutes for higher education.

This list is provided to show prospective bidders the brands and components that are of primary interest for system expansion and maintenance.

This list is not comprehensive, and vendors are encouraged to provide alternate items that mimic or augment the functionality of those listed below.

Allegion Multi-Technology Reader Access Control Systems
Cisco Switches
Aiphone Network Door Stations
AlarmSaf power supplies CP S-800-UL-C
AlarmSoft Central Works 2000
Allegion Multi-Technology Reader Access Control Systems
Arecont CCTV cameras, DVR and other
Avigilon Brand CCTV and IP cameras, DVR, Servers, Appliances and other detection systems
Axis Camera Systems
Bosch CCTV cameras, DVR and other
Bosch control Panel
Cisco Switches
DesFire Badge Systems and Key Scan System Readers XIDMT 15 & XIDMT 11
Detection Systems RTE motion sensors
DSX including WinDSX software (4.0 or above), DSX 1040 series controllers
Honeywell Enterprise Building Integrator, Digital Video Manager, and Nexwatch systems
GE CCTV cameras, DVR and other
Genetec Unified Control Systems/MTI Software Maintenance
Ingersoll Rand security system with Interflex 6020 software
LCN door closers
Locknetics off-line computer managed locks
Locknetics power supplies
Medeco Locking System
MEGAPIX Cameras
MELRCCORE Locking System
Milestone XProtect camera license and support
MR10 magnetic stripe card readers
NEware system administration
Panasonic CCTV cameras, DVR and other



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

Paradox (including operating software, sensors, fobs, readers, etc., compatible with this system.).

Pelco CCTV cameras, DVR and other

RSI biometric hand readers

Sargent Locking System both mechanical and H1 and H2 electronic systems

Securitron AQD3 Series Switching Power Supply systems

Schlage digital video recorders

Schlage magnetic lock sets

Schlage wireless lock sets, reader interfaces, and panel interface modules

Sentrol door contacts

Synergistics WAPAC multi-building access control

S2 Electronic Access Control System and Lockset

Von Duprin electric door strikes

Von Duprin exit devices (electrified and mechanical)