

THE LITTLE SUMMARY THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY  
OFFICE OF TECHNOLOGY AND INFORMATION SERVICES  
200 Arlington Street, Suite 2200, Chelsea, Massachusetts 02150

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**REQUEST FOR QUOTATION (RFQ)**

**OTIS2010-036**

**Commonwealth of Massachusetts  
Massachusetts Safety and Security Network (MaSSNet)**

**Public Safety Network Infrastructure OTIS Edge**

**Statewide Contract ITT29**

**ISSUED: MAY 27, 2010**

This request for quotation and all responses hereto, including the winning bid, shall become public record as of the date the contract referenced herein is awarded and can be obtained from the criminal history system board by sending an e-mail to: [tracy.varano@state.ma.us](mailto:tracy.varano@state.ma.us)

**The deadline for responses is June 01, 2010 by 5:00 p.m.**

**PROCUREMENT MANAGEMENT TEAM (PMT) LEADER:**

Executive Office of Public Safety and Security  
Office of Technology and Information Services  
Sean Hughes, Assistant Secretariat Chief Information Officer  
[sean.hughes@state.ma.us](mailto:sean.hughes@state.ma.us)

**\*No Phone Calls Will Be Accepted and Responded To\***

Request for Quotation OTIS2010-036  
Commonwealth of Massachusetts  
Massachusetts Safety and Security Network (MaSSNet)  
Public Safety Network Infrastructure OTIS Edge

**Procuring Department:** Executive Office of Public Safety and Security (EOPSS) – Office of Technology and Information Services (OTIS)  
**Address:** 200 Arlington Street, Suite 2200, Chelsea, Massachusetts 02150  
**RFQ File Name:** Public Safety Network Infrastructure OTIS Edge  
**RFQ File Number:** OTIS2010-036  
**RFQ Point of Contact:** Sean Hughes  
**Telephone Number:** (617) 660-4620  
**Facsimile Number:** (617) 660-4613  
**E-mail Address:** sean.hughes@state.ma.us

**SCOPE OF THIS PROCURMENT**

The Office of Technology and Information Services' (OTIS), seeks to engage a qualified vendor from the statewide contract number ITT29 to provide a price quote for the following:

<b>QTY</b>	<b>DESCRIPTION</b>	<b>PART NUMBER</b>
6	Cisco 2911 Security Bundle w/SEC license PAK	CISCO2911-SEC/K9
6	Cisco Config Pro Express on Router Flash	ISR-CCP-EXP
6	512MB DRAM for Cisco 2901-2921 ISR (Default)	MEM-2900-512MB-DEF
6	256MB Compact Flash for Cisco 1900, 2900, 3900 ISR	MEM-CF-256MB
6	Cisco 2911 AC Power Supply	PWR-2911-AC
6	IP Base License for Cisco 2901-2951	SL-29-IPB-K9
6	Security License for Cisco 2901-2951	SL-29-SEC-K9
2	25-ft (7.5M) Low Loss LMR-240 Cable with TNC Connector	3G-CAB-LMR240-25
2	50-ft(15 m) Low Loss LMR 240 Cable with TNC Connector	3G-CAB-LMR240-50
2	75-ft(23 m) Low Loss LMR 240 Cable with TNC Connector	3G-CAB-LMR240-75
6	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	CAB-AC
6	SMARTNET 8X5XNBD Cisco 2911 Security	CON-SNT-2911SEC
6	1-Port T1/Fractional T1 DSU/CSU WAN Interface Card	HWIC-1DSU-T1
6	3G HWIC Verizon EVDO Rev A/0/1xRTT 800/1900MHz, IOS 15.0(1)M	HWIC-3G-CDMA-V
6	Cisco 2901-2921 IOS UNIVERSAL	S29UK9-15101T
6	7x24x4hrx3yr On-site Maintenance for all parts	
<b>QTY</b>	<b>DESCRIPTION</b>	<b>PART NUMBER</b>
3	ASA 5505 Appliance with SW, 10 Users, 8 ports, 3DES/AES	ASA5505-BUN-K9
3	ASA 5500 Strong Encryption License (3DES/AES)	ASA5500-ENCR-K9
3	ASA 5505 AC Power Supply Adapter	ASA5505-PWR-AC
3	ASA 5505 10 User software license	ASA5505-SW-10
3	ASA 5505 SSC Blank Slot Cover	SSC-BLANK
3	AnyConnect Essentials VPN License - ASA 5505 (25 Users)	ASA-AC-E-5505
3	AC Power Cord, Type C5, US	CAB-AC-C5
3	PM2, 8X5XNBD ASA5505-BUN-K9	CON-P2ST-

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QTY	DESCRIPTION	PART NUMBER
		AS5BUNK9
3	ASA 5505 Series Software v8.3	SF-ASA5505-8.3-K8
3	7x24x4hrx3yr On-site Maintenance for all parts	

Response Format

All price quote items need to be provided in an itemized format.

Responses should be a straightforward description of the bidder's proposed price for the products requested in this RFQ and the cost of the related services, if applicable. The pricing must include all shipping and delivery costs. The quote must show pricing for each piece listed. Quotes are valid for 30 days.

Bidders must identify the estimated delivery date once a PO has been processed.

OTIS does not intend to obtain secondary quotes. Vendors should provide their best pricing in response to this RFQ.

Responses to this request for quotes can be sent to the Procurement Team Leader at [sean.hughes@state.ma.us](mailto:sean.hughes@state.ma.us)

Bidders must identify the estimated delivery date once a PO has been processed.

The deadline for responses is **June 01, 2010 by 5:00 p.m. EDT**

## EQUIPMENT DELIVERY REQUIREMENTS

As part of the response, the vendor must include in their quote the cost associated with Delivery Option A and Delivery Option B. The following details Delivery Option A and Delivery Option B.

### **Delivery Option A: Inside Delivery to Massachusetts Information Technology (MITC) Center Loading Dock Area**

The following list the inside delivery to the Massachusetts Information Technology Center (MITC) loading dock area requirements:

- All deliveries must be made to the MITC loading dock area located at:

Massachusetts Information Technology Center  
200 Arlington Street  
Chelsea, MA 02150

- All deliveries must be made between Monday and Friday during the hours of 9:00 a.m. and 5:00 p.m.
- Access to the MITC must be made via the Spruce Street entrance.



- To access the MITC Parking Lot A from the Spruce Street entrance, the delivery person will be required to contact MITC Security by pushing the intercom button located on the gate.
- The delivery person will be required to provide their name, company affiliation, and purpose for the delivery.
- The delivery person will be granted access to the MITC loading dock area.

- MITC Security Personnel will notify the OTIS Public Safety Data Center of the delivery.

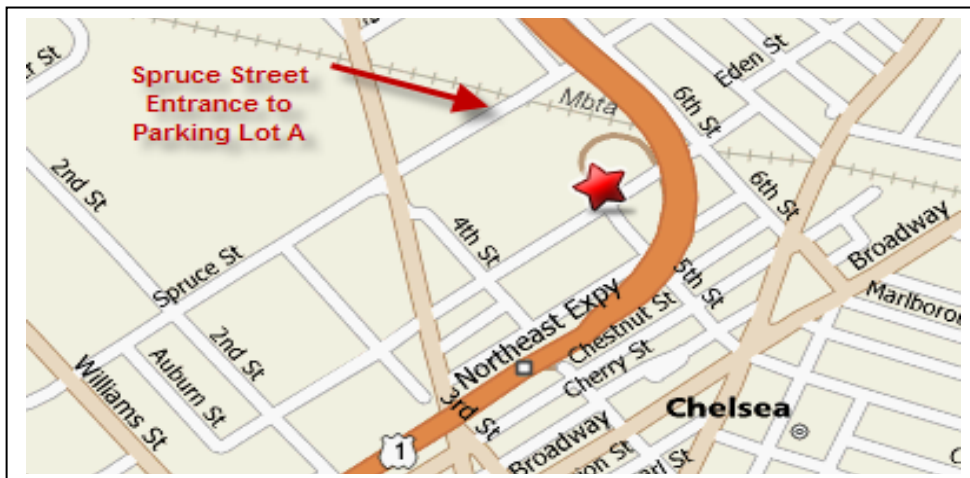
Delivery Option B: Inside Delivery to the OTIS Public Safety Data Center

The following lists the inside delivery to the OTIS Public Safety Data Center requirements:

- All deliveries must be made to the OTIS Public Safety Data Center receiving area located at:

Massachusetts Information Technology Center  
Executive Office of Public Safety and Security  
Office of Technology and Information Services (OTIS)  
(Formerly Criminal History Systems Board)  
200 Arlington Street  
Suite 2200  
Chelsea, MA 02150

- The OTIS requires twenty-four (24) advance notice of all deliveries.
- All deliveries must be made between Monday and Friday during the hours of 9:00 a.m. and 3:00 p.m.
- To schedule a delivery, a representative from the delivery company must contact Hala Jadallah at 617-660-4773.
- Access to the MITC must be made via the Spruce Street entrance.



- To access the MITC Parking Lot A from the Spruce Street entrance, the delivery person will be required to contact MITC Security by pushing the intercom button located on the gate.

- The delivery person will be required to provide their name, company affiliation, and purpose for the delivery.
  - The delivery person will be granted access to the MITC loading dock area.
  - MITC Security Personnel will notify the OTIS Public Safety Data Center upon arrival to MITC.
  - The OTIS Point of Contact will go to the MITC Loading Lock and provide an escort from the loading dock to the OTIS Public Safety Data Center Receiving Area which is located on the 2<sup>nd</sup> floor of MITC.
  - A freight elevator is available to provide access from the MITC Loading Dock area to the OTIS Public Safety Data Center receiving area. The freight elevator dimensions are as follows:
    - Freight Elevator Dimensions
      - Height: 83 ½ - inches
      - Width: 96-inches
      - Length: 96-inches
    - Door Frame Dimensions
      - Height: 80-inches
      - Width: 71-inches
- Note:** The dimensions for the freight elevator are larger than the door frame.
- If a delivery exceeds 100 pounds, the delivery company will be required to provide masonite to lay down over carpeted areas and marble floors between the MITC Loading Dock area and the OTIS Public Safety Data Center receiving area.
  - The delivery company must provide their own equipment.
  - The delivery company must account for the number of personnel required to deliver the equipment. OTIS staff is only available to provide an escort to the OTIS Public Safety Data Center.

**PROCUREMENT CALENDAR**

OTIS has forecasted these milestones and dates. These dates are subject to change at the department's sole discretion. Bidders will be notified by the PMT Leader of any date or time changes.

Event	Date
Release of RFQ to Vendors	May 27, 2010
The deadline for Interested Bidder's Questions	May 28, 2010 by 5:00 p.m. EDT

Event	Date
Vendor Submission of Responses Deadline Date	June 01, 2010 by 5:00 p.m. EDT
Vendor to Receive Award Bid Notification	June 02, 2010
Anticipated Contract Award	June 02, 2010 – June 30, 2010

### Evaluation Criteria

The responses to this RFQ will be evaluated based on the criteria listed below. The criteria are listed in descending order of importance with the most important criteria in each section listed first. The following subsections are listed in the descending order of importance with the most important criteria listed first:

#### A. Cost

Each bidder will be assigned points based on the estimated ratio of its total price to the lowest total price with the lowest total price receiving the maximum points in this category.

#### B. Business and Technical

1. The bidder's ability to meet the business, functional and technical requirements of this RFQ.
2. The availability date of the products requested.

### Costs

Each respondent, by submitting a Response, agrees that any cost incurred by it in responding to this RFQ, or in support of activities associated with this RFQ, shall be the sole responsibility of respondent. OTIS shall incur no obligations or liabilities whatsoever, to anyone, for any costs or expenses incurred by respondent in responding to this RFQ.

### Review Rights

Responses to the RFQ may be reviewed and evaluated by any person(s) at the discretion of OTIS including non-allied and independent consultants retained by OTIS now or in the future, for the sole purpose of obtaining an analysis of Responses. Any and all respondents may be asked to further explain or clarify in writing areas of their Response during the review process. OTIS retains the right to request further information from respondents.

### Background Checks

The successful Respondent's personnel, including sub-contractors, will be required to undergo criminal background checks before being allowed access to security-sensitive information, systems, and sites. All criminal background investigations will include:

- Completion the CORI Non-Disclosure Forms that will be issued to the Respondent by CHSB and subsequently processed by CHSB;
- Completion of a fingerprint background check.

### Interested Bidder's Questions

Should you have any questions, please email the Procurement Team Leader at [sean.hughes@state.ma.us](mailto:sean.hughes@state.ma.us)

The deadline for Interested Bidder's Questions is **May 28, 2010 by 5:00 p.m. EDT.**