



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

ADDENDUM No. Six (6)

**Access Control and Time Collection System
RFP No. 2016-044**

Effective: March 21, 2016

You are hereby directed to make changes to the Request for Proposal in accordance with the attached information:

Extend Bid End Date to: Thursday, April 14, 2016 at 2:00 p.m.

Extend due date to submit questions: Thursday, April 1, 2016 at 2:00 p.m.

Delete: Specifications

Replace with: Specifications (Revised) (Changes made in red)

Delete: Attachment B Questions and Answers (Revised 2)

Replace with: Attachment B Questions and Answers (Revised 3)

Please note all other terms, conditions, specifications drawings, etc. remain unchanged.

Sincerely,
Michalyn Rains CPPO, CPPB
Purchasing Agent

4.0 EVALUATION CRITERIA AND FACTORS

- 4.1 The award of the contract shall be made to the responsible offeror, whose proposal is determined to be the best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other factors set forth in the Request For Proposals in accordance with Vernon's Texas Code Annotated, Local Government 262.030.

The Evaluation Committee will review all proposals received by the Opening date and time as part of a documented evaluation process. For each decision point in the process, the County will evaluate contractors according to specific criteria and will elevate a certain number of contractors to compete against each other. The proposals will be evaluated on the following criteria.

The County will use a competitive process based upon "selection levels." The County recognizes that if a contractor fails to meet expectations during any part of the process, it reserves the right to proceed with the remaining contractors or to elevate a contractor that was not elevated before. The selection levels are described in the following sections.

Level 1 - Conformance with Mandatory Technical Requirements

Criteria assessed during Level 1:

The first part of the elevation process is to validate the completeness of the proposal and ensure that all the RFP guidelines and submittal requirements are met. Those offerors who do not meet all the requirements for the RFP may, at the discretion of the County, be contacted to submit the missing information within two business days. Incomplete or noncompliant RFPs may be disqualified.

Level 2 – Detailed Proposal Assessment (Maximum 100 Points)

The Evaluation Committee will conduct a detailed assessment of all proposals elevated to this Level. Criteria evaluated in Level 2:

Points	Evaluation Criteria
10	Overall proposal with respect to stated needs and objectives (Proposal Format Item 6.2; 6.3; 6.6; 6.7)
25	Technical fit to the county needs and technical direction (Proposal Format Item 6.7)
25	Fit to the county business needs and processes (Proposal Format Item 6.3; 6.6; 6.7)

10	Reputation of equipment manufacturers as determined by independent industry rankings and reviews (Proposal Format Item 6.7)
20	References (Proposal Format Item 6.4)
10	Experience with local government implementation needs (Proposal Format Item 6.2)

Collin County will elevate proposals scoring at least 70 points (70 %) to Level 3.

Level 3 – Cost (Maximum 25 Points)

Offerors who are elevated to level 3 will have their points combined from level 2 for a maximum 125 points total.

Points	Evaluation Criteria
25	Cost (Proposal Format Item 6.5; 6.6)

Level 4 – Demonstration and Interviews (*optional*) (Maximum 100 Points)

The Evaluation Committee may request to hear oral presentations and/or site visits from selected offerors that have been elevated to Level 3. Should site visits be requested, the committee will select sites to visit where the proposed solution is fully functional. Offerors are cautioned, however, that oral presentations are at the sole discretion of the Committee and the Committee is not obligated to request them. The oral presentation is an opportunity for the County Evaluation Committee to ask questions and seek clarification of the proposal submitted. Time scheduled for any presentation will be structured with a minimum time for the contractor to make an initial presentation with the majority of time dedicated to addressing questions from the Evaluation Committee. The oral presentations, if held, will be scheduled accordingly and all presenting contractors will be notified of time and date.

The following criterion is optional and will be used to evaluate those contractors elevated for interviews.

Points	Evaluation Criteria
50	Demonstration/Interview
50	Response to clarification questions and possible site visits

Level 5 - Best and Final Offer

Offerors who are susceptible of receiving award will be elevated to Level 5 for Best and Final Offer. Offeror will be asked to respond in writing to issues and questions raised by the County as well as any other cost and implementation planning considerations in the proposal, and may be invited to present their responses on-site. Proposals will be re-evaluated based upon Criteria in level 2, 3 and level 4 if requested.

Based on the result of the Best and Final Offer evaluation, a single offeror will be identified as the finalist for contract negotiations. If a contract cannot be reached after a period of time deemed reasonable by the County, it reserves the right to contact any of the other contractors that have submitted bids and enter into negotiations with them.

5.0 SPECIAL CONDITIONS AND SCOPE OF SERVICES

- 5.1 Authorization: By order of the Commissioners' Court of Collin County, Texas sealed proposals will be received for **Access Control and Time Collection System**.
- 5.2 Intent of Request for Proposal: Collin County's intent of this Request For Proposal (RFP) and resulting contract is to provide offerors with sufficient information to prepare a proposal for equipment, installation, training, and optional system data migration services for an **Access Control and Time Collection System**.
- 5.3 Term: Provide for a contract commencing on the date of the award and continuing until project is complete with a three year maintenance agreement with options for years four and five
- 5.4 Pre-Proposal Conference: An optional pre-proposal conference will be conducted by Collin County on March 9, 2016 at 10:00 a.m. at the Jack Hatchell Administration Building, 4th Floor, 2300 Bloomdale Road, McKinney TX. 75071. It is the offeror's responsibility to review the site and documents to gain a full understanding of the requirements of the RFP. All contractors desiring to submit a proposal are encouraged to have a representative at the pre-proposal conference.
- 5.5 Point of Contact: Information regarding the purchasing process and the contents of this RFP may be obtained from the Collin County Purchasing Department or email gosinaike@co.collin.tx.us, Geri Osinaike, Senior Buyer.
- 5.6 Funding: Funds for payment have been provided through the County budgetary process. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that arise past the end of the current Collin County fiscal year shall be subject to budget approval.
- 5.7 Payment and Performance Bonds: In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a

Payment Bond if the contract is in excess of \$25,000.00 and a Performance Bond if the contract is in excess of \$100,000. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code). The bond shall remain in effect for the term of the contract. The bond shall remain in effect for the term of the contract.

- 5.8. Completion/Response Time: Contractor shall place product(s) and/or complete services at the County's designated location within the number of calendar days according to the schedule proposed by offeror in section 6.5.
- 5.9. Delivery/Setup/Installation Location: Locations for delivery and installation will be stated on the Collin County Purchase Order(s). Delivery shall include assembly, setup and installation and shall be included in proposal.
- 5.10. Background Check: All Contractor employees that will be working on site or by VPN shall pass a criminal background check performed by Collin County before any work may be performed. The selected offeror shall be provided the required documents to submit required information for background checks.

5.11. **PROPOSAL SCHEDULE**

RFP released:	February 23, 2016
Pre-Proposal Conference:	March 9, 2016 at 10:00 a.m.
Deadline for submission of contractor questions:	March 14, 2016 at 5:00 p.m. April 1, 2016 at 2:00 p.m.
Proposals due:	March 24, 2016 at 2:00 p.m. April 14, 2016 at 2:00 p.m.
Award of Contract:	June 2016
Effective date of contract:	Upon award

Collin County reserves the right to change the schedule of events as it deems necessary.

5.12. **PURPOSE/SCOPE OF WORK**

The County intends to replace the existing Access Control and Time Collection system used for building security and employee time collection and reporting. The selected solution shall deliver a physical access control system, based on 13.5Mhz access/ID cards, which reduces the risk of ID cloning and unauthorized building access. The consolidated solution shall use standard published interfaces to transfer collected employee time "punches" to the PeopleSoft Time and Labor system for processing.

The County currently utilizes an Access Control System originally installed in the mid-1990's. The solution consists of two physically separate systems, one at the Sheriff's Office and one at Central Plant, to provide distinct building access control zones at the justice center and within all other county buildings. In 2007, the system was customized to provide time collection functions via a proprietary process to upload a daily time file to a network share. All time collection functions are provided by the system installed at the Central Plant. Building control and time collection are provided in the following county locations:

- Animal Control Facility
- Central Plant
- Collin County Courthouse
- Jack Hatchell Administration Building
- Collin County Elections Office
- Justice Center
 - Sheriff's Office Administration Building
 - Sheriff's Office Detention Facility
 - Sheriff's Office Minimum Security Facility
- Frisco Tax Office
- Frisco John Wesley Building (JP4 and Constable)
- Farmersville Stock Yard
- Healthcare
- JJAEP Facility
- Juvenile Detention Facility
- Public Works Service Center
- Medical Examiner
- Plano 900 Building
- Plano 920 Building
- WIC Frisco

The access control system consists of two distinct DNA Fusion systems:

- Central Plant:
 - DNA Fusion system deployed at Central Plant to manage non-justice center building access and all time collection functions
 - Installed on a stand-alone tower format Dell server installed in the facilities department central control room
 - The server runs Windows 2008 Server with Microsoft SQL Server 2008
 - DNA Fusion system uses Cat5 and small gauge wire providing serial data connection and power
 - The access control private network is routed over county owned switches for communication between controller units and server
 - Access control communication flows from the server to SSP controller units to the door access reader (or time collection device) and then to the door lock, if applicable, and back the pathway to the server

- HID ISOProx II badges are used for employee and contractor access
 - Badges use the 125Khz spectrum for RFID communication with the access controllers
 - Different badge graphics are used to identify employee versus contractor badges
- Handnet Readers
 - Seven Handnet Readers are installed at the Bloomdale Courthouse Facility
- 29 SSP units are connected to the server
- Approximately 1563 door locks consisting of devices provided by Fairway Supply are used throughout the county. Refer to Table 1 for device types and counts.
- Sheriff's Office:
 - A separate and distinct DNA Fusion system is deployed at the Collin County Sheriff's Office Administration, Jail and Minimum Security facilities and is controlled by the Sheriff's Office
 - The Sheriff's Office access control system consists of:
 - Two SSP units are connected to the server
 - Approximately 116 door locks consisting of devices provided by Fairway Supply are used throughout the county. Refer to Table 1 for device types and counts.

The time collection function, provided by the DNA Fusion system housed at the Central Plant, consists of:

- Approximately 85 access readers, fitted with an LCD clock, are designated as time collection devices (TCDs) within the County
 - TCD readers are not attached to a door and provide no building access function
- A customized process within the DNA Fusion system used to deliver a daily time file to the PeopleSoft system
- The daily time file is produced from the DNA Fusion system database and copied to a network share where it is then imported to the PeopleSoft system via customizations to the PeopleSoft time reporting process

Table 1: Device Type and Count

Location	Strike	Maglock	Solenoid Lock	Crashbar	Motion Sensor	Exit Button	Single Door	Double Door
Animal Control Facility	5	0	0	1	4	0	8	0
Central Plant	11	9	0	9	11	5	14	6
Collin County Courthouse	53	90	193	90	33	20	263	66
Jack Hatchell Administration Bldg	0	4	73	12	0	3	65	21
Collin County Elections Office	5	1	0	2	5	0	7	0
Sheriff's Office Administration/Detention	18	3	7	4	22	6	28	4
Sheriff's Office Minimum Security	6	2	0	2	6	0	7	1
Frisco Tax Office	0	0	0	0	0	0	0	0

Frisco John Wesley Build (JP-4 and Constable)	0	3	0	3	0	0	3	0
Farmersville Stock Yard	0	0	0	0	0	0	0	0
Healthcare	25	16	0	14	15	5	34	9
JJAEP Facility	0	7	14	26	1	6	33	8
Juvenile Detention Facility	0	1	0	0	1	0	1	0
Public Works Service Center	7	2	5	5	8	1	9	1
Medical Examiner	0	1	0	0	1	0	1	0
Plano 900 Bldg	16	15	0	12	16	2	28	0
Plano 920 Bldg	22 25	19 22	0	6	23	8	34	5
WIC Frisco	0	0	1	0	0	0	1	0
Total	168	173	293	186	146	56	536	121

In addition to the device types listed above there are approximately 750 badge access readers, in addition to the 85 TCD units, deployed across the county.

5.13. GENERAL REQUIREMENTS FOR PROPOSED SOLUTION

The County seeks proposals which will provide the following scope of work:
Procurement, delivery, installation, configuration, training and optional data migration services for a consolidated building access control and time collection system

5.13.1. Building control and time collection will be provided in the following county locations:

Animal Control Facility, 4750 Community Ave., McKinney, TX 75071

Central Plant, 4600 Community Ave., McKinney, TX 75071

Collin County Courthouse, 2100 Bloomdale Rd., McKinney, TX 75071

Jack Hatchell Administration Building, 2300 Bloomdale Rd., McKinney, TX 75071

Collin County Elections Office, 2010 Redbud Blvd., Suite 102, McKinney, TX 75069

Justice Center, 4300 Community Ave., McKinney, TX 75071

Sheriff's Office Administration Building

Sheriff's Office Detention Facility

Sheriff's Office Minimum Security Facility

Frisco Tax Office, 6101 Frisco Square Blvd., Suite 2000, Frisco, TX 75034

Frisco John Wesley Building, 8585 John Wesley Drive, Frisco, TX 75034

Farmersville Stock Yard, 1269 Texas State Hwy 78, Farmersville, TX 75442

Healthcare, 825 N. McDonald Ave., McKinney, TX 75069

JJAEP Facility, 4690 Community Ave., McKinney, TX 75071

Juvenile Detention Facility, 4690 Community Ave., McKinney, TX 75071

Public Works Service Center, 700 Wilmeth Rd, McKinney, TX 75069

Medical Examiner, 700 Wilmeth Rd, McKinney, TX 75069

Plano 900 Building, 900 E. Park, Plano, TX 75074

Plano 920 Building, 920 E. Park, Plano, TX 75074

WIC Frisco, 8785 McKinney Road, Frisco, TX 75033

- 5.14. TECHNICAL REQUIREMENTS The solution shall consist of server, database and workstation components which shall be:

5.14.1. SERVER COMPONENTS: Server side components shall be supported in a virtualized environment running under VMware

5.14.1.1. Server components shall operate on the VMware ESXi 5.5 platform

5.14.1.2. Server components shall utilize the Windows Server 2012 operating system

5.14.1.3. Server components shall be installed on existing County owned IBM Blade Servers deployed in the courthouse datacenter

5.14.2. DATABASE COMPONENTS: Database components shall be supported on Microsoft SQL Server 2014 Service Pack 1

5.14.2.1. The solution shall not require a dedicated SQL Server installation

5.14.2.2. The solution shall operate within a common database instance on the County's enterprise SQL Server system

5.14.2.3. Database components will use existing County owned equipment in the courthouse datacenter consisting of a Cisco UCS Rack Mount server cluster connected to EMC Extreme IO storage

5.14.3. NETWORK COMPONENTS: Network equipment required for this solution shall comply with the County equipment standards and utilize Cisco network equipment and Panduit horizontal cable components

5.14.4. WORKSTATION COMPONENTS: Any end user access to the solution shall be browser based with no dedicated agent computer installation required

5.14.4.1. Solution shall include an embedded access control application for system administration, user setup and event viewing which is accessed via any standard Web browser

- 5.15. The proposed solution shall support integration to the County Microsoft Active Directory system

- 5.16. The selected vendor will be required to provide an electronic copy of an MS Visio file showing how the architected solution will be installed at the County

- 5.16.1. The diagram(s) will show the network connections and communication path(s) within the County and how the data is transferred between the County locations and integrated systems
- 5.17. The proposed solution shall support role and group based security assignments
 - 5.17.1. For example, the County IT department shall be able to create security groups and assign those groups to the Facilities or Sheriff's Office and Human Resource departments while the Facilities or Sheriff's Office and Human Resource department will assign users door access and time reporting access, respectively
 - 5.17.2. The proposed solution shall deliver an audit report which may be used to verify assignment of the security roles with permission to issue access to secure areas
 - 5.17.3. The proposed solution shall support a "disable badge access" security role which may be assigned to multiple personnel within the Sheriff's Office
 - 5.17.4. The County prefers the proposed solution provide a "suspend access" function which may be used by select personnel with the appropriate security role to disable all door access within the Sheriff's Office in an emergency situation
- 5.18. The County prefers that solutions provide secure encryption which meets or exceeds any, or all, of the following security methods, as applicable:
 - 5.18.1. FICAM 128bit credential requirements
 - 5.18.2. Transportation Worker Identification Credential (TWIC)
 - 5.18.3. Homeland Security Presidential Directive 12 (HSPD-12)
 - 5.18.4. Federal Information Processing Standard (FIPS 201-PIV)
- 5.19. The proposed solution shall include a robust reporting component which includes the following types of reporting functions:
 - 5.19.1. Ability for county staff, with appropriate security, to write custom reports to expand any standard delivered reporting including, but not limited to, the following types of reports:
 - 5.19.1.1. Report showing new access privileges granted over the selected reporting period by:
 - Door group
 - Badge number
 - Name
 - Employee number

- 5.19.1.2. Comparison report showing list of badges without access to county doors but allowed to access Sheriff's Office areas
- 5.19.1.3. Report showing a history of use on a specific badge to include date and time of door access, which hardware device recorded the badge (whether a TCD, lock, or other device), etc.
- 5.19.1.4. Comprehensive list of all personnel profiles in the system which includes, at a minimum, the following fields:
 - Profile ID
 - All Badge numbers associated with the profile
 - Badge Type
 - First Name
 - Last Name
 - Department
 - Employee ID
 - Title
 - Status (active/inactive)
 - Activation/deactivation dates for each badge

5.20. TIME COLLECTION FUNCTIONS:

- 5.20.1. The County prefers that proposed time collection solutions integrate with PeopleSoft version 9.2 using published APIs provided, and supported, by PeopleSoft (i.e. Oracle)
 - 5.20.1.1. At a minimum, the proposed solution shall provide a bi-directional communication path for near real-time transfer, five minutes or less is preferred, of employee time punches as they are collected
- 5.20.2. Proposals shall document how employee time punches are delivered from the proposed solution to PeopleSoft and show how that data flows from the proposed solution through the county network to the PeopleSoft Time and Labor system
- 5.20.3. The proposal response shall document the recommended frequency with which time punches may be transferred to PeopleSoft
- 5.20.4. Proposal responses shall identify delivered error detection and reporting capabilities to ensure accurate time reporting
- 5.20.5. Proposal responses shall identify all methods supported by the solution to collect employee time and describe how that could be used in this implementation.

5.21. IMPLEMENTATION AND PROJECT PLANS

- 5.21.1. Vendors shall provide a proposed project plan showing a suggested timeline to minimize the duration of any access control or time collection outage

- 5.21.1.1. A dual badge system is acceptable to the County and may be utilized to ensure there are no outages, for either access control or time collection, during the transition to the new system

- 5.21.2. The vendor shall submit a proposed implementation plan which shall provide an option to phase in the time collection function, either by building, campus or as a discrete set of implementation tasks within the project

- 5.21.3. The selected vendor shall provide a complete documentation set of all project documents including, but not limited to, configuration notes, MS Visio diagrams, as-built drawings and other installation materials

5.22. TESTING, TRAINING AND GO-LIVE SUPPORT

- 5.22.1. The vendor shall propose, develop, and execute a testing plan approved by the County

- 5.22.2. The vendor shall propose, develop and execute a training plan to enable County personnel to support the solution. The training plan will, at a minimum, cover the following knowledge areas:

- 5.22.2.1. Provide training program details for Facilities Management training for programming, repair and general maintenance

- 5.22.2.2. Provide training program details for Information Technology training for application support functions

- 5.22.2.3. Provide training program details for Sheriff Office training for creating profiles, badges, badge templates and creating custom reports

- 5.22.2.4. Provide training program details for Human Resources training for creating profiles, badges, badge templates, creating custom reports, time collection functions and interface handoff to PeopleSoft

- 5.22.3. The vendor shall provide on-site support during a two week “go-live” period of the time collection system
 - 5.22.3.1. Support shall cover any potential issues with data integration to the PeopleSoft system, data file errors, etc.

5.23. MAINTENANCE/ WARRANTY

- 5.23.1. All equipment included in this solution will include a three year maintenance agreement covering all equipment and services. The vendor shall also propose alternate four and five year maintenance agreements.

5.24. GENERAL REQUIREMENTS

- 5.24.1. Vendors shall attempt to reuse existing door hardware, cabling and other installed components if it is determined to be feasible based on site visits and surveys
 - 5.24.1.1. Should it not be feasible or possible to reuse door hardware, cabling or other components, the proposal response shall include costs to procure, deliver, install and configure hardware for use with the proposed solution
 - 5.24.1.2. Existing equipment which may not be re-used for this project shall be wrapped in an approved protective material and returned to the County
 - 5.24.1.3. The selected vendor will be responsible for moving drop ceiling tiles as part of the project
 - 5.24.1.3.1. The vendor shall replace any tiles damaged during the process
- 5.24.2. Proposed solution shall include the ability to set access expiration dates on individual badges
- 5.24.3. Proposed solution shall allow the creation of custom badge templates by County staff
- 5.24.4. Proposals shall identify their best practice recommendation to populate existing employee data and access permissions from the existing access control system to the proposed solution.
- 5.24.5. The vendor shall propose an optional line item and a data migration services plan to port existing personnel profiles, badge information, associated pictures and building access assignments to the new solution

- 5.24.6. Picture files should have a naming convention such that the file can be easily identified as tied to a specific employee/badge profile
- 5.24.7. The County prefers solutions which will integrate with the existing Milestone based video surveillance system
- 5.24.8. The County prefers that vendors or implementation partners have a local office or headquarters within the Dallas/Fort Worth metroplex to minimize implementation and ongoing production support costs

6.0 PROPOSAL FORMAT

6.1 PROPOSAL DOCUMENTS: To achieve a uniform review process and to obtain a maximum degree of comparability, the proposal shall, at a minimum include a Table of Contents detailing sections and corresponding page numbers.

6.1.1 Proposals may be submitted online via <http://collincountytx.ionwave.net> or submitted via CD-ROM or Flash Drive. Electronic submissions are preferred. It shall be the responsibility of the offeror to insure that their proposal reaches Collin County Purchasing prior to the date/time for the opening no matter which submission method is used.

6.1.2 If submitting manually, proposal shall be submitted in a sealed envelope or box with RFP name, number, and name of firm printed on the outside of the envelope or box. Manual submittals shall be sent/delivered to the following address and shall be received prior to the date/time for opening:

Collin County Purchasing
2300 Bloomdale, Suite 3160
McKinney, TX 75071

Paper copies shall be printed on letter size (8 ½ x 11) paper and assembled using spiral type bindings, staples, or binder clips. Do not use metal-ring hard cover binders. Manual submittals shall include an electronic copy in a searchable format.

Proposal shall include but not be limited to information on each of the following:

6.2 FIRM OVERVIEW

Offeror is requested to define the overall structure of the Firm to include the following:

6.2.1 A descriptive background of your company's history.

- 6.2.2 State your principal business location and any other service locations.
- 6.2.3 State the address and normal business hours of your local service location and list the number of technical support personnel assigned to this work location. Should a service location not exist in the Collin County region please list your nearest service location to the county.
- 6.2.4 What is your primary line of business?
- 6.2.5 How long have you been providing access security and time collection product(s) and/or providing service(s)?
- 6.2.6 State the number and location of installations where your services are in use. Include the year the project was completed. Highlight any that have been in a jail, court or with high security areas.
- 6.2.7 Provide credentials, qualifications as well as experience for each team member or key personnel proposed for the project. Provide name, job title, role on the project and number of years they have been in the role.
- 6.2.8 Provide recent financial statements with the proposal. Audited financial statements are not mandatory. Unaudited financial statements will be accepted. If offeror's firm does, however, have audited statements; please include a copy with your proposal.
- 6.2.9 Provide a list of other projects that you are currently involved with or will be involved with.
- 6.2.10 Identify any terminated public sector projects. Disclose the jurisdiction and explain the termination.
- 6.2.11 List of all law suites resulting in award (in or outside of court) to a client and provide basis and finding of any settlement.

6.3 PROPOSED PROJECT PLAN

6.3.1 Provide a project implementation plan for the proposed product(s)/service(s) to include but not limited to the following areas:

6.3.1.1 Project Plan to include all necessary components to render it a complete and operational system; showing, at a minimum, the following key areas:

- 6.3.1.1.1 Installation
- 6.3.1.1.2 Education and Training
- 6.3.1.1.3 Testing and Support
- 6.3.1.1.4 Optional data migration services

6.3.1.2 Provide a schedule on each phase of the proposed project showing each of the county locations. Include all high level tasks which require time in the process, such as County review, and identify the amount of time assumed for each task. Note: It is anticipated that work shall be performed during normal business hours (Monday – Friday, 8am – 5pm). Weekend and after hours work will need to be scheduled.

6.3.1.2.1 State how long time clocks/door controls will be down for the cutover process during each phase.

6.3.1.3 Documentation samples showing the work product the county may expect to receive covering:

- 6.3.1.3.1 Warranty/Maintenance

- 6.3.1.3.2 Configuration and programing details
- 6.3.1.3.3 As-Built Diagrams

6.4 REFERENCES

- 6.4.1 Provide a minimum of five (5) references. Include the following information for each reference; the name and address of the organization, as well as the name, position, email and telephone number of the contact in the referred organization.

Describe the services provided, the start date, months to complete and the total cost of project. Include organizations that have completed similar in scope projects in the last 2 years.

6.5 PRICING/FEES

- 6.5.1 Use Attachment A, Cost Worksheet to submit your high level cost proposal
- 6.5.2 Submit a Bill of Materials including all items necessary to render project complete and operational.
- 6.5.3 State Cost for Maintenance/Warranty for 3 Year period
- 6.5.4 Optional line item: State Cost for Maintenance/Warranty for 4 Years
- 6.5.5 Optional line item: State Cost for Maintenance/Warranty for 5 Years
- 6.5.6 Optional line item: State Cost for data migration services

6.6 MAINTENANCE/WARRANTY/RESPONSE TIME

- 6.6.1 Offeror is requested to respond to Warranty/Response Time. (Refer to Section 5.23)

6.7 GENERAL BUSINESS REQUIREMENTS

- 6.7.1 Offeror shall provide a response for each of the requirements in sections 5.13 through 5.24

Provide a response for each item. Answer all questions fully, clearly, and concisely, giving complete information. Do not skip items. Do not refer to other parts of your proposal for the answers. You may not modify either the order or language of the question. Responses shall include a statement of “agree”, “confirmed”, “will provide”, “not applicable”, or “exception taken” along with any additional information. If an item is “not applicable” or “exception taken”, so state and give the reason. Responses of “not applicable” or “exception taken” must be detailed in section 7, labeled Exceptions. If a response of “not applicable” or “exception taken” is not detailed in section 7, Exceptions, the response will be considered as confirmed even if it is listed elsewhere as an exception.

Include industry analyst evaluations of the products, either hardware or software, proposed within this solution.

7.0 EXCEPTIONS

Instructions for completing section:

The exception table should be completed for any exception from requirements identified in this RFP. Please complete the following worksheet listing any and all exceptions from the information requested in the Request for Proposal. Attach additional pages as needed. If no exceptions are listed it is understood that the offeror has agreed to all RFP requirements, even if a notation is referenced in an individual section.

Section Number/ Question Number	Required Service You are Unable to Perform	Steps Taken to Meet Requirement

**Access Control and Time Collection Systems
RFP No. 216-044
Questions & Answers**

1. There are no drawings included in the Access Control and Time Collection RFP. Will you be issuing these at a later date or at the pre proposal conference?

The county does not have schematics of the existing access control system as that was added to buildings throughout the county over time. Building floor plans will be available for review at the pre-proposal conference on March 9th.

2. What is the estimated value of this project?

This is a budgeted project approved by Commissioner Court and funds are available. The RFP process is soliciting bids to determine the best cost effective option for the county.

3. How will it be funded (budget, grant...etc)? If it is not funded, what funding options are being researched?

This is a budgeted project approved by Commissioner Court and funds are available.

4. Also are you able to disclose a list of the vendors that responded to the RFI#2015-143?

**Advanced Connections
Associated Time
DAC Innovations
Entech Sales and Service
Enterprise Security Solutions of TX
Green Solution
Johnson Controls**

**Kaba Work Force Solutions
Knight Security Systems
Open Options Access Technology
Schneider Electric
Securadyne Systems
TimeClock Plus**

5. The RFP states the replacement of the existing system. I understand the requirements and the intent of the spec but just trying to clarify the word replacement and the reasons. What/why is driving the need to replace to the existing system?

The county has an access control system which only supports 125 Khz access cards. These cards are more susceptible to a “bump and run” type of cloning attack which could allow an un-authorized person to clone an access badge and gain access to non-public areas within the county.

6. I understand the need for new reader and card technology but trying to understand the need to change the software and panels?

The county seeks to improve the physical security posture within our organization. We are seeking a solution to migrate our access cards, and hence the access control readers, to the 13.5 Mhz spectrum. If a proposal is available which does not require a new software system but would just need to update the badges, readers and other relevant components the county will review the project and give it equal consideration with all other proposals in accordance with our evaluation criteria and process.

7. The RFP Access Control and Time Collection Solution calls for the brand "Open Options" is Collin, County open to alternative brands or solutions?

Open Options is not specified in the RFP, Collin County will consider any solution proposed.

8. Can you provide the criteria which will be used regarding industry rankings for each system as referenced from section 4.1 Level 2?

The IT department uses industry rankings from organizations such as Gartner and other evaluation firms to identify where a certain vendor and/or product ranks within the industry. The Facility department leverages similar reference information within their field.

9. From section 5.12, is it the intent of the county to replace the Open Options DNA software and hardware, or just the 125KHz reader?

The county is seeking to solicit proposals from the vendor community and is open to considering any proposal from an upgrade to a full scale replacement of the existing system. The goal of this RFP is to address current security issues and position the county such that the building access controls will be sufficient to protect physical assets within the county for a number of years.

10. From section 5.12, is the file produced by DNA automatically copied to a share, and then automatically imported into PeopleSoft or is manual intervention needed?

It is automated using scheduled tasks on the access control server to copy the file to a network share available to PeopleSoft. The file is then retrieved from the network share location and processed into the PeopleSoft time file using a highly custom process written by Collin County. It is the intention of the county to replace these customizations and leverage published API's from PeopleSoft for the time processing. In the event that a file copy does not occur at the scheduled time then the process requires manual intervention and/or manual data entry to correct missing time data.

11. In section 5.13, does the "Consolidation" of the building access control system consist of migrating the Sheriff's office from its stand-alone system, into the server at the central plant?

The consolidation refers to the county seeking to consolidate the two distinct access control systems into one system with role based security access determining who is able to publish ID badges and assign building access throughout the county. The application will be deployed on high density servers in the main data center, not Central Plant, with database services provided from the county enterprise SQL Server.

12. Can the county please provide the Equipment Standards as referenced in Section 5.14.3?

This section relates to the county data network. The standards for network equipment are Cisco network equipment and Panduit horizontal cable components.

13. In section 5.14.4, how many workstations does the County currently have in place?

Three to Five units, assuming that this question intended to ask how many workstations will need to run the badge software.

14. In addition to the Browser based work stations, will any thick clients for badge printing be required from section 5.14.4?

I think that depends on the architecture used for the proposed solution.

15. What version of PeopleSoft is the county using from section 5.20.1?

The county is running PeopleSoft version 9.2

16. In section 5.22.2.4, will the existing badge station be used, if so please provide make and model?

The county is seeking a new solution to include new badge printing stations. Please document in the proposal the requirements for desktop systems (if it requires a client side install), badge printer, camera solution, and any other peripherals associated with creating the badges and assigning security access. The county intends to procure devices compliant with our current computer standards to satisfy the necessary hardware.

17. In section 5.22.2.4, will new credentials be required, if so how many?

Assuming that this question is asking how many ID badges would be required to support the higher frequency cards, the county will require approximately 2000 cards between employees, contractors and other related resources.

18. In section 5.24.7, will the proposed system need to include licenses, and programming into the Milestone system or just the capabilities?

At this point, the county is just looking to know if the proposed solution can provide integration to the Milestone video surveillance system. The integration to Milestone is not a go-live requirement.

19. In section 5.24.7, what is the current Milestone VMS system in place?

The current install is 2014 version 7b

20. In section 5.20, what are the current steps to import the Time Collection Functions into PeopleSoft (Please describe each step so that we may customize our solution.

PLEASE NOTE: COLLIN COUNTY DOES NOT WISH TO IMPLEMENT A NEW CUSTOM PROCESS OR RETAIN THE EXISTING CUSTOM PROCESS TO ACCOUNT FOR EMPLOYEE TIME WORKED. THE COUNTY SEEKS TO IMPLEMENT A TIME KEEPING SOLUTION WHICH WILL USE STANDARD INTERFACES/APIs TO REPORT TIME WORKED.

The following process describes the steps necessary to reproduce the time file generated through scheduled tasks running on the current access control system server and tasks to process time files on the PeopleSoft system. These manual steps to replicate the “automated” processes were accurate for the PeopleSoft 9.0 installation and will serve to provide an idea of the custom process used at Collin County. The county **does not** seek to implement another solution requiring customization within PeopleSoft.

Regenerating Time Collection File

The ACCESSCONTROLVENDOR time collection file is generated by a batch process executed from the ACCESSCONTROLVENDOR server. The TimeCollection.bat file, located on D:\TimeCollection of the ACCESSCONTROLVENDOR server, is used to execute a process that will produce a text file containing the time collection data from the previous day. For example, if the current day is the 12th of the month then the process will create a file containing data for the 11th of the month. The following procedures are used to recreate the time collection file.

1. Go to the ACCESSCONTROLVENDOR server.
2. Right mouse click on the Start button and select Explore to open a Windows explorer window.
3. Navigate to the D:\ drive.
4. Double click on the Time Collection folder.
5. Double click on the TimeCollection.bat file.
6. Verify that the new time collection file has been transferred to the production PeopleSoft application server by double clicking on the 'ACCESSCONTROLVENDOR on PEOPLESFTSERVER icon on the

ACCESSCONTROLVENDOR server desktop. If the file has been successfully transferred then the current dated file will exist in the directory.

Reprocessing Time Files in PeopleSoft

If ACCESSCONTROLVENDOR time files must be re-processed be very careful to determine if ANY time has been processed in the PeopleSoft system at all. If any part of the time collection processes worked, or if time keepers have added data, then the default time processes will not deliver the desired results and instead will add any collected time to time already entered in the PeopleSoft application. If time data has already been captured through the time collection process then the Rapid Time process must be modified to process the new time file in REPLACE mode in order to avoid duplication of time entries. To process the time as a REPLACE first run through the process steps to process the time file in an add mode then find the batch session on the Report Rapid Time search page. Open the session and change the Add/Replace drop down box to REPLACE and click the Submit button at the bottom of the page.

If the ACCESSCONTROLVENDOR time files have to be reprocessed then it is highly likely the time admin processes will have to be re-executed as well. In order to re-run the PeopleSoft time admin processes the following steps must be followed under a *user ID with the appropriate level of authorization*.

If the decision is made to reprocess the time files and re-run time admin the users must be notified to exit the system via a broadcast email sent to the county to notify the users that the PeopleSoft system is being taken down. Users already on the system can only be locked out of the system if the PeopleSoft web server is stopped and re-started. Stopping the web server will force out all users in the PeopleSoft system.

1. Login to the PeopleSoft system and navigate to PeopleTools → Process Scheduler → System Process Requests.
2. Enter, or create, a run control.
3. Click the checkbox next to Rapid Time Load, the process name is CCG_TCD, and click the OK button.
4. Run the process and monitor that it completes successfully through the process monitor.
5. Once the CCG_TCD process is completed then the time admin processes must be re-run. The navigation to the screen is Time and Labor → Process Time → Request Time Administration. Select the appropriate run controls to process the time files. NOTE: In order to access the time admin run controls the correct user ID and password must be used.
6. Monitor the time admin processes through process monitor to ensure they complete successfully.

21. In section 5.20, what improvement would you like to see in that process?

Use published application program interfaces within PeopleSoft so the county may eliminate the use of customizations inside of PeopleSoft.

22. In section 5.18, how many access cards are initially to be included in our response?

At least 2000 cards

23. In section 5.18, clarify whether this is referring to the credentials to be utilized or whether it is referring to data communications between the system components. It is unclear whether the intention is to utilize a credential that meets TWIC, PIV, etc. or whether it is calling for the use of NIST Advanced Encryption Standard for communication.

This RFP is intended to replace our existing access control process with one which offers a greater degree of security. The preference listed in section 5.18 is there more to reinforce the idea that the county seeks proposals from vendors which are conscious of the security needs of their clients and have taken steps to provide assurance to customers that they are focused on security as well.

24. Will Collin County consider a separate vendor just for Time and Attendance if the time clocks can utilize the same badges provided by the Access Control vendor?

Yes

25. I need to get an understanding of current number of readers, according to your list there are 634 locking devices with readers, correct?

Equipment counts in the RFP stipulate: Approximately 1700 door locks, 85 time collection devices and, 750 badge readers.

26. 85 plus another 750 county wide access readers, fitted with an LCD clock, are designated as time collection devices (TCDs) within the Count, correct? Quote: In addition to the device types listed above there are approximately 750 badge access readers, in addition to the 85 TCD units, deployed across the county. Does this mean there is 835 TCD's county wide?

Yes, that is the approximate reader count

27. How are the remote county readers and TDC communicating with the Main Controller?

The readers, and by extension the TDC units, communicate to controllers within the building/floor and then the controller is connected to a county switch which is configured to route the access control data across the private access control network to the server.

28. You have indicated the counties requirement 5.14.2. DATABASE COMPONENTS, will embedded PostgreSQL database in Enterprise Class Access Control Database hardware chassis be acceptable for use in your system?

No, the county standard is Microsoft SQL Server. Specifically, MS SQL Server 2014 SP1.

29. Can you provide as builds for all location with card readers and or TCD's?

This information can be made available for review but cannot be distributed outside the county due to security concerns. These documents will be shared with the winning bidder.

30. Can you provide a system wide access control as-build showing logistical and logical location of door controllers, card readers and or TCD's?

This information can be made available for review but cannot be distributed outside the county due to security concerns. These documents will be shared with the winning bidder.

31. Does the county have stock on door controllers required for replacement bad, damaged and or warranty replacement?

Bench stock is available for some components of the system but not all.

32. Open Option used SSP (Central Plan description page 5) which are Mercury door controllers, correct? How many, what type and location of SSP in the counties system?

This information is available in the access control system report provided as part of this request. There are 26 SSPs located throughout the county.

33. Will the county accept the takeover of current SSP-Mercury board technology into a new Access system?

Yes

34. The following question are related to Integration of access control to PeopleSoft-PS:

- a. What time frequency would be required to synchronize the operation to view the Table between access control and PS, how many minutes or hours will be required?

Please clarify if this question is positioning for a customization which will require a modification with PeopleSoft to support

importing the time file. What Table is being referenced in this question?

The county is seeking a solution which will provide a real-time or near real-time interface using published APIs supported by Oracle PeopleSoft for the processing of reported time.

- b. If we synchronize a provisioning schedule between PeopleSoft and Active Directory; will Collin County create a database View over the PeopleSoft data? Which includes a LastDateTime Modified Stamp?

No, the county is seeking a solution which will provide a real-time or near real-time interface using published APIs supported by Oracle PeopleSoft for the processing of reported time. We currently have a custom process which requires heavy customizations within PeopleSoft to support the time file import. The county DOES NOT wish to continue with this custom process requiring ongoing maintenance of PeopleSoft customizations.

- c. Will Collin County provide an AD domain account for Security Contractor that has sufficient authority to update Active Directory?

Yes, if this is referring to a request for a service account with specific rights and roles to support integration processes the answer. If the request is actually requesting an AD account for the vendor to use to make edits in Active Directory the initial answer is No and we would like to understand more about why this access is requested.

- 35. Section 5.14.4 Workstation Components, Re: Web Access section: clarify that the Web access requirement. Do you require that no software be installed on the client workstations; i.e. webclient only accessing the system software/server via common web browser. Or is this a requirement that the client workstations can communicate over the owner's LAN, WAN, and or internet as required?

A web client only with no client side software install is the requirement. That is a standard for any software acquisition we make within the county. The county understands that some applications still use a thick client install. If a thick client is proposed, please identify plans and a product roadmap to move to a browser based solution.

- 36. Provide further detail on the three (3) year maintenance requirement. Is this to be break/fix, no billing? Time and Materials? An annual Preventative Maintenance piece? Is it to be 24 hours or just 8 to 5, will overtime billable?

The county is asking for a three year warranty/maintenance period with two one year (year 4 and 5) options. The county expects the warranty/maintenance agreement to cover preventive, services, and services calls. An 8 to 5 NBD term should be used for the quote. No billable overtime.

37. On the maintenance, only new items are to be picked up for maintenance correct? In other words, we would not pick up the field door hardware.

Existing equipment, on the current access control system, would continue to be maintained by Collin County.

38. One of the manufacturer's proposed solutions would be to create an import file from which PeopleSoft can feed. This would be configured to update on a "near real time" basis. Can the County please provide details as to the information this import file would need to include? Or, what information would be required to be fed to PeopleSoft via the import file? Cardholder name, Unique ID, Date/Time of transactions, Badge in/Badge out, etc?

The county is seeking a solution which will provide a real-time or near real-time interface using published APIs supported by Oracle PeopleSoft for the processing of reported time. We currently have a custom process which requires heavy customizations within PeopleSoft to support the time file import. The county DOES NOT wish to continue with this custom process requiring ongoing maintenance of PeopleSoft customizations.

39. The specification calls for a "bi directional" integration between the proposed ACS solution and PeopleSoft. What, if any, data is to be imported from PeopleSoft into the proposed ACS Solution? And, would this be a continuous synchronization process or would it be configured to synchronize on a specified periodic basis?

The county is seeking a solution which will provide a real-time or near real-time interface using published APIs supported by Oracle PeopleSoft for the processing of reported time. We currently have a custom process which requires heavy customizations within PeopleSoft to support the time file import which can only be run on daily batch schedule. The county DOES NOT wish to continue with this custom process requiring ongoing maintenance of PeopleSoft customizations. The bi-directional provision is included because the county will not create or continue to support modifications within PeopleSoft to track the time reporting and verification that the time punches were recorded.

40. Is it the county expectation that the active directory be included in the pricing for this RFP, or just state that the proposed solution can do Active Directory for future implementation?

A statement that the solution could integrate to Active Directory would meet the objective for that requirement. The county would like to see in the proposal how Active Directory accounts could be leveraged within the new access control system.

41. In Sections 5.1 through 5.22, the RFP states that the “vendor” vs the “proposer” is to create these documents. Can we assume that they these deliverables are required after the project is let to the successful bidder and not part of the proposal?

For purposes of the proposal response the terms should be considered interchangeable.

42. Can you please provide the response required documents in an Excel spreadsheet and a Word document so we may respond in the format that you have created, rather than create the documents from scratch?

43. Can we get a print out of the existing system?

Report output will be provided.

44. If a new system is being installed, will the county provide security for doors that will be down during conversion?

This will have to be coordinated as part of the implementation. Proposals should identify how long doors would be done and provide plans to limit the amount of down time where doors, offices or buildings are not secured. Proposals should identify methods to keep both systems in place and do a rolling implementation of the new system.

45. Is there any work that will need to be done after hours?

It is possible but the county typically operates on an 8 to 5 schedule. This would be coordinated with the winning bidder.

46. Can you please provide the version/revision of DNA Fusion that you are currently running?

This will be provided in the report output.

Pre-conference questions:

1. At the jail do you have access control at the cell doors, what other doors does the SO have control of?

No, it is through a different touch screen system. The employee access doors are controlled by the system as well as the pharmacy, commissary.

2. Are they standard strike?

Yes

3. Will there be an addendum with all the individual departments' requirements be summarized? **Yes we will give a summary.**

IT Response:

The IT department seeks to implement an access control system which will take advantage of stronger encryption technology available with 13.5Mhz identity cards operating on a software platform deployed on highly dense servers running Windows Server Data Center 2012 R2 under a VMware ESX 5.5 implementation with database services provided on an application specific tablespace residing within a shared instance on the county's enterprise MS SQL Server stack. The solution should provide role based security to allow specific department users, with appropriate security rights, to create, issue and assign access to identity badges.

Sheriff Office Response:

The Collin County Sheriff's Office shares the goals and objectives of IT, however, wishes to maintain security rights to create, issue and assign access to identity badges for all areas under the control of the Sheriff's Office.

4. Do you provide the quantities of badging stations, work stations, cameras etc. for each area? **The county will provide the computer system(s), badge printer(s), camera(s) for each location based on the current standards of the county as they apply to the recommended equipment list provided in the winning proposal.**
5. Can you give the number of badging stations and printer used and where they are located? **There are currently three badging stations in the county. The primary station is located in the HR department. The SO houses a badge station used to create ID badges used within their area. The Facilities department has a third unit used primarily to assign access permissions to doors. A fourth system is used in the Facilities Control Room for monitoring.**

6. Do you want additional printers or stations or readers?
We would look to the vendor to propose the number of printers, stations or readers as part of the proposal using their best practice deployment method and recommendation.
7. There is a list of equipment in the RFP, but the number of doors vs. locks does not match, we also need a count of card readers for each location can this be provided?
Reports from the access control system, with privileged information redacted, will be provided. Equipment counts in the RFP stipulate: Approximately 1700 door locks, 85 time collection devices and, 750 badge readers.
8. Can we get drawings of the buildings so we know what type of equipment is where? **The as built drawings are not up to date, some of the buildings were purchased and others have had updates.**
9. Even if the current cabling is used, the current locations for the FCS's are needed?
Please define what a FCS is.
10. Can the County provide a printout from the system that shows the panel and count coming from each?
Yes
11. The card readers are they one for one for lock or do you have read-in read-out?
One for one. In locations where a door is controlled by two readers to control ingress and egress from a conference room, each reader is a separate unit.
12. Moving to the 13.5 MHz cards, do all the card reader only ready the 125 KHz cards?
All readers only read the 125 KHz cards. During the implementation, we will be open to employees having 2 cards when a zone is being changed.
13. Going back to the drawings, will the County require us to get permits for the different locations in City of McKinney?
The County has provided plans in the past and the vendor would update them to get the permits.
14. What product set is approved for this project, does the County care what product is proposed? **No, as long as very departments requirements are met and if it meets the business need of the County and requirements of the RFP.**

15. The current system is an open system, but we need the standards used by the County, like white covers and other standards to propose the upgrade can those be provided?

The county is open to the vendor to propose these as part of their solution.

16. Why would you consider another system when the open option system you have can work for you with an upgrade?

The county is open to any proposal.

17. Will the County consider solutions with the open options system if it is shown to meet the requirements in the RFP?

Yes, the RFP criteria will be used to evaluate the proposed solutions.

18. What type of printer do you use?

Fargo

19. Has the County acquired badge printers separate from the current provider?

Yes

20. How many badge printers and software are needed and at which locations?

There are currently three badging stations in the county. The primary station is located in the HR department. The SO houses a badge station used to create ID badges used within their area. The Facilities department has a third unit used primarily to assign access permissions to doors. A fourth system is used in the Facilities Control Room for monitoring.

21. The system uses Cisco; will the County provide the switches and connections?

You will give us the number you need and we will see what can be provided per our capacity.

22. If the Open Options system is switched out will the County be responsible after the vendor brings in the panels for the access levels, card holder and that kind of things or is it a turnkey? **The county is seeking a turn-key proposal for the implementation but intends that our personnel will receive appropriate training so that we may be self-sufficient with all aspects of the solution.**

23. Currently does the County have to physically enter data into PeopleSoft or does it populate? **Currently, data is manually entered into PeopleSoft and into the access control system.**

24. When someone is added to PeopleSoft does it automatically populates the security system?

No

25. Is it one directional?

(Assumption: It is assumed that this question relates to the time reporting interface) It is a one directional feed driven by a batch file from the access control system that is copied to a network share once per 24 hour period.

26. The RFP requires an active directory access, how do you see that working?

We would like the kind of driver and an integrated busing system so we can eliminate the custom.

27. Do you want a video management system included in the solution or is that an option?

Not at this time but would be good to have.

28. What video management system does the County use and where?

Milestone

29. Can the County provide how many cameras, software one the Milestone to interact with the Open Options system?

None of the cameras currently interact with the existing access control system

30. Is a solution with digital mapping (geo) with control of all equipment with locations required? There are some of the in the court house.

This is not a requirement but would be a nice to have feature.

31. Do you have a budget number or a range for this project?

Yes

32. Under the training, what is the county asking for the vendors to provide in the proposal for the testing plan?

We would look for the vendor to propose their "best practice" approach

33. Are you asking for a three (3) year warranty with year four (4) and year five (5) as options?

Yes

34. Would the awarded vendor have to maintain all the old Meg locks?

Existing equipment, on the current access control system, would continue to be maintained by Collin County.

35. Do you expect the warranty to cover preventive, services, and services calls?

Yes

36. Hand punches hand readers are they in the same location?

In the court house 7 or 8

37. Is enrollment on a separate internet data base on the palm readers?

Same system just a separate access method.

38. Do the digital clocks sync over the network and synchronize back?

The time collection devices (TCD) synchronize to the access control server. At this time, we do not believe that the access control system is configured to use the county's NTP server but we would like that feature to be in place with the new system.

39. Would the County be willing to keep the current time display units or do you need all new readers?

We are not as concerned about the aesthetics as the functionality. Also that all clock read the same time and when cards are swiped the time is accurate and match the recorded punches with the display.

40. Please explain why the County has married these two systems?

This was the result of an RFP, released in 2006, to capture employee time as a component of our initial PeopleSoft implementation. The current access control vendor submitted a proposal, based on the requirements at the time, and was awarded the bid.

41. In the Main courthouse the EOC does integrate via hardware with the main system, to what existent does the input output?

The county EOC is not located at the Courthouse. Unsure of question.

42. Is there going to be an extensions of the bid due date?

We will get the addendum out and if asked for by more than one vendor it will be considered based on the amount of time for responding.

43. When you are talking about going digital, do you mean the account residing on the network? **The reference to a digital system was made from the basis of the transmission method currently in use which transmits access requests from the reader to the control unit via a serial connection. The end goal of the statement is that we want to future proof the county and do not want to be looking at having to replace the system again in the short term. If the industry practice is to use serial communications please stipulate that in the proposal response and provide a rationale for the proposed system being deployed in that manner. If the proposed solution uses power over Ethernet (PoE) devices please provide a rationale for that implementation platform.**

44. Do you want every panel on the network? **We want every panel to be accessible to any authorized user for the purpose of security and access control and anticipate that would require every panel to be on the access control network.**

45. If we go that route are we going to be responsible for the pulling cabling or will the County do it to keep the standards up?

The vendor will be responsible for cable pulls, in keeping with the county standards, and will be responsible for damaged ceiling tiles.

46. If we need to do the cabling we need the County to provide the requirement and standards? **Yes. In a nutshell, any cabling which will connect to our data network will be required to meet Panduit certification requirements.**

47. Do subcontractors need to be certified?

Unclear which certification is being discussed. Assuming that this relates to sub-contractor brought in to perform horizontal cabling, yes the vendor must be capable of issuing a Panduit certification when pulling cable in buildings currently certified by Panduit.

48. What is the manufacture of the equipment?

Unclear which equipment set this refers to but assuming this is related to question 46 the network gear is Cisco and the cabling components are Panduit.

IDF Walkthrough Question & Answers, March 17, 2016

1. MCS on inputs and outputs?

At the jail and courthouse connected to panic buttons and PINS.

2. Can you explain how the panic system works and where the input, output relays to?

The panic button gets pushed and it goes to the RSC and SSP panels then push it to the main server at the Central Plant Control Room then out to the client's located at the Sheriff's Dispatch, Bloomdale Transfer holding and Homeland Security desk, Constable Pct 1 , and Constable Pct 3

3. Are the Judges panic buttons connected to Milestone?

Yes, just in the courtrooms.

4. The cameras and panic buttons where do they connect to?

Milestone system

5. Do you want to tie Milestone to Open Options?

Down the road, it would be good to know how that could work with the system.

6. How does the system track the Judges locations as they move? **No longer in uses.**

7. Would you consider extending the due date of the RFP?
Yes, we will consider extending the date.
8. When will we be able to get copies of the building plans?
We will make the plans available to view, the location, date and time will be sent in an addendum.
9. Can blank floor plan be made available?
Please see answer 8.
10. How many doors are controlled on this floor?
37 doors and 8 time clock devices, 2nd flr and 4th flr doors are on this SSP. Most SSP's will cover more than one floor in a building depending on size.
11. How many users are on the system?
Estimated at 2,000
12. The cards have a HID site code; does the County use Corporate 1,000 to track site codes so that outside users would not have a duplicate card?
Yes
13. Is the County considering using phones as a door opening device?
No, employees are required to have a picture ID.
14. Can the PeopleSoft API documentation be made available?
The Oracle sale representatives contact information is Jason Haydel, Support Sales Representative, 512.671.5652, jason.haydel@oracle.com. Also Lance Shealy ERP Application Sales PeopleSoft, 713-412-5055. Online Help is available at http://docs.oracle.com/cd/E39904_01/hcm92pbr0/eng/hcm/index.html?content=i_product
15. Would you be buying the Id cards from the provider or self-purchased?
Please include this cost as an optional line item for consideration for both options.