

# Request for Proposal (RFP) CCTV System Replacement Phase 1

Pre-Submittal Meeting

December 03, 2024



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## AGENDA

- Welcome - Introductions
- SSI Directions – NDA
- Schedule
- MBE-DBE Goals
- Project Proposal
- Project Overview
- Plan Review
- Site Walk



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# SSI REQUIREMENTS

## Sensitive Security Information

SSI is that information defined in 49 CFR Part 1520, but also includes any information not specifically mentioned in Part 1520, but marked as “Sensitive Security Information” or “SSI”.

### → SSI Requirements

- Authorized – only personnel who are responsible for developing your response
- Controlled Access – Documents secured
- Document Management
- Destruction of documents

### → NDA

- Plans distributed to each company
- Link emailed to contact on NDA

# PROJECT SCHEDULE

- RFP Timeline
  - All deadlines are by 2:00 P.M. Central Time on each respective date.
  - RFP Posted
    - 11/12/2024
  - Mandatory Pre-Submittal Meeting
    - 12/03/2024
  - Mandatory Site Visit
    - 12/03/2024
  - Deadline for Proposal Questions/Clarifications
    - 12/09/2024
  - Proposal Deadline
    - 12/20/2024
  - Contractor Recommendations / Master Service Agreement Date
    - January/Feb 2025



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## MBE/DBE GOALS

MBE / DBE Goals- Review Goals and Requirements

→ 7% MBE/WBE Goal

*MBE/WBE Participation: Provide a detailed breakdown of any MBE/WBE firms that will be utilized throughout the scope of work.*



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# PROJECT PROPSAL

General Project Proposal Format: (See RFP for Detailed Descriptions)

Contractors' Project Proposals shall be no longer than twenty-five (25) pages (not including back / front cover, tabs / dividers, cover letter, or table of contents), each page must not be larger than 8.5" x 11", and must include the following sections:

- Contractor Overview and Capability to Perform All Aspects of the Scope of Work
- Recent Contractor Experience in Performing Similar Services
- Proposed Scope of Work and Approach to Performing the Services
- MBE/WBE Participation
- Cost Proposal



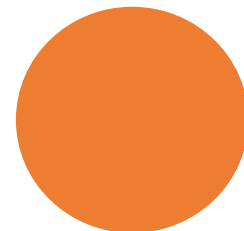
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## PROJECT OVERVIEW

### General Scope of Service and Requirements

The contractor shall provide all work required for complete and functional communications and security systems as indicated on the construction drawings and specifications. This may include, but is not necessarily limited to; Video Storage Nodes, IP Video Cameras, servers, workstations, video management software, uninterruptible power supplies (UPS), wire and cable, conduit, surge suppression, grounding and bonding, supporting enclosures, mounts, and devices, identification, fire stopping, testing, record drawings, installation permits, inspections by governing authorities, cutting and patching work, start-up of systems and equipment, training of Owner's operating **staff**.



## Design Documentation Review

- Plans & Specifications
  - Specification Sections
  - Plan Navigation
  - General Review



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## Wrap Up

→ Site Walk

→ Important Dates

→ Deadline for Proposal Questions/Clarifications

→ 12/09/2024

→ Proposal Deadline

→ 12/20/2024

Thank You for your participation!