

Public Safety Communications System Task Force Support RFP

Question and Answers

28 August 2023

Vendor A

1. Regarding the below solicitation, I would like to request the estimated budget for this project?

There is not a pre-designated budget for this project.

Bid title: Statewide Public Safety Communications System Task Force Support
Bid # DPS08222023B

31 Aug 2023

Vendor B

Vendor may possibly develop and submit additional questions prior to the Questions Due deadline of September 6, 2023. Given the intricate nature of this RFP, receipt of the State's responses to these questions at the earliest possible juncture would greatly facilitate timely development of a compliant proposal.

1. Section 1.1, "Background" cites the legislative language describing the scope as "public safety communications system, comprising integrated 911 call-taking and regional dispatch systems". Please clarify whether the scope of the project also includes Land Mobile Radio, backhaul, broadband, or any other systems.

Yes. See 1.1.1 – Existing Environment. These items are in scope.

2. Section 1.1.1 includes two lists of services supported by DPS and ADS. Are these lists for reference purposes only? How do these lists relate to the scope of the project?

For the purposes of project management support, this is for reference purposes only.

For the purposes of the RFP entitled "Public Safety Communications System Planning", these assets and standards are in scope as part of the current set of assets in use by the existing solution/environment. Current assets must co-exist and may interact with any proposed future statewide communications system.

3. Section 1.1.1 includes a partial list of the statewide initiatives that may impact the scope of the project. What other initiatives are expected to impact the project? Which of these initiatives are expected to impact the scope of the project, in what way, and to what extent?

Bidders are directed to the following sites for additional information regarding the listed initiatives. Bidders are encouraged to read the State's press releases to learn about future initiatives that may impact this scope of work.

These are some of the more high-profile initiatives that may influence this project. It is the bidder's responsibility to familiarize themselves with these initiatives to determine potential impacts, opportunities and efficiencies that could be developed into this project.

Next Generation (NG911) System

- <https://e911.vermont.gov>

Vermont State 10-Year Telecommunications Plan

- https://publicservice.vermont.gov/sites/dps/files/documents/Pubs_Plans_Reports/State_Plans/Telcom_Plan/10%20Year%20Telecom%20Plan_Final_June30_2021.pdf

Vermont Internet for All Plans: Broadband Equity, Access, & Deployment and Digital Equity

- https://publicservice.vermont.gov/sites/dps/files/documents/Vermont%20BEAD%20Five-Year%20Action%20Plan%20Final%2008242023pm_0.pdf

Enabling Middle Mile Broadband Infrastructure Grant Program

- <https://publicservice.vermont.gov/sites/dps/files/documents/Vermont%20MM%20Grant%201-Pg%2020221012.pdf>
- <https://publicservice.vermont.gov/vt-community-broadband-board-vcbb/vermonts-middle-mile-proposal-ntia>

4. Section 1.1.2 includes a seemingly incomplete fragment: "... to facilitate and (???) the Task Force as it oversees and manages the transition ...". What is the missing verb? Please elaborate on the expectations of the role.

The missing verb is 'support'. The Task Force seeks to retain a project manager, as an independent third party, separate from the aforementioned solicitation, to facilitate and support the Task Force as it oversees and manages the transition to a statewide, reliable, secure and interoperable public safety communications system and fulfills the requirements established in sections c.114 – c.115 of Act 78.

5. Section 1.1.2. Is the State willing to consider awarding this Task Force Support (PM) project to the same company that might be awarded some or all of the tasks in the Communications System Planning project? If a firm proposes on both RFPs, and is awarded one of them, will the firm be precluded from being awarded work on the other? We have an interest in proposing to this Task Force Support (PM) RFP, but only if it doesn't preclude us from being awarded work from the Communications System Planning RFP. We respectfully request guidance.

The Task Force seeks to retain a project manager, as an independent third party to assist the Task Force and represent its interests in interactions with the successful bidder(s) of the Public Safety Communications System Planning RFP. The successful bidder on this RFP is not precluded from

bidding on portions of additional work as scoped in the Public Safety Communications System Planning RFP.

6. Section 1.1.2 includes requirements for availability for the position. Please define local in-person presence requirements, if any.

There will be a hybrid working environment for this position. Much of the work can be accomplished virtually but there will be in person meetings, site visits and other face-to-face tasks during the project.

7. Section 1.1.3. Please verify the first date, Sept 15, 2023, cited in the milestone table.

This date is cited in the legislation that created the Task Force. The Task Force acknowledges it is an impossible deadline, which is noted in the RFP.

8. Section 2.1 emphasizes risk reduction as the main value to be delivered by the role. The scope of the document implies that the risk reduction is to be accomplished primarily by use of PMBOK-compliant Project Management tools and techniques, with the PM primarily in an administrative role. Please confirm or clarify.

Confirmed. The provision of professional project management services will reduce risk to the State.

9. Section 2.3, CJIS Requirements: This is an uncommon requirement for similar projects, especially when it comes to the documentation handling requirements. What is driving this requirement? Are any criminal records likely to be handled by the PM? Does the Task Force envision all project documentation subject to CJIS requirements or only those containing CJI?

Selected bidder may be required to have access to criminal justice/law enforcement data and/or facilities. By extension, that data may contain Criminal Justice Information which requires CJIS compliance. Selected bidder (and any staff assisting) must have completed a fingerprint supported background check compliant with Criminal Justice Information Services (CJIS) Security policy and be up to date with applicable CJIS training requirements. Only documentation containing CJI needs to be handled in compliance with CJIS security policies.

10. Section 6, Bid Submission Checklist does not include a Statement of Work (p. 17). Where should the contents equivalent to the SoW be included in the response?

The Technical Response referenced in Section 6 is equivalent to a Statement of Work.

11. Given the contents of the RFP, may we assume that only part B of the pricing schedule needs to be filled in?

Bidder should complete section A and/or B according to the billing approach being proposed.

Vendor C

We have the following questions for clarification:

2. Section 1.1: Can the same firm be selected for both Vermont statewide RFPs currently open: “Public Safety Communications Task Force Project Management Support” and “Statewide Public Safety Communications System Planning”?

ANSWER: The Task Force seeks to retain a project manager, as an independent third party to assist the Task Force and represent its interests in interactions with the successful bidder(s) of the Public Safety Communications System Planning RFP. The successful bidder on this RFP is not precluded from bidding on portions of additional work as scoped in the Public Safety Communications System Planning RFP.

3. Section 1.1 states that “the contractor is to be an integral part of this project team and is expected to be available during standard business hours (EDT 7:45 am – 4:30 M-F).” Does the state anticipate 40 hours per week of support from the contractor (i.e., full-time equivalent)? If not, how many hours per week should be assumed?

ANSWER: We do not anticipate that this will be a 40-hour per week role. Hours per week will fluctuate according to the needs of the Task Force and workload may vary week to week. It is possible that the role may exceed 40 hours per week during peak times of this project development. A minimum number of hours per week could be established as part of contract negotiations.

4. Section 1.1: How frequently does the Task Force meet?

ANSWER: The Task Force currently meets weekly or bi-weekly depending on the needs of the group and workload. There may be additional special meetings in addition to regular meetings.

5. Section 1.1.2: Phase 1 data collection is anticipated to be completed by September 15, 2023 and Phase 2 Design completed by January 15, 2024. Who is assisting the Task Force with these efforts, since this contract is anticipated to begin in similar timeframes?

ANSWER: These dates are cited in the legislation that created the Task Force. The Task Force acknowledges these are impossible deadlines, which is noted in the RFP.

6. Section 3.1.3: Does the DPS anticipate retainage applying to this contract? If so, what percentage would be withheld?

ANSWER: Retainage is not anticipated but the State reserves the right to incorporate retainage into final contract negotiations with the successful bidder.

7. Price Schedule, Section A: Please clarify the specific deliverables to be provided during the two-year period of providing project management support to the Task Force.

ANSWER: See section 2.3