

ISSUING DEPARTMENT INPUT DOCUMENT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

RTQ
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No.

Contract
 Re-Bid
 Other – Access of Other Entity Contract
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RQET210000021
 TERM OF CONTRACT YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: Network Securitiy Prequalification Pool

Description: The purpose is to establish a pool of Vendors that are capable of providing the County with network security hardware, software, maintenance & installation support, as well as Cloud and professional services.

Issuing Department: ITD
 Contact Person: Santiago A. Pastoriza
 Phone: 3053751084

Estimate Cost: \$31,779,920
 Funding Source: GENERAL
FEDERAL
OTHER
Multiple

ANALYSIS

Commodity Codes:	96728	 	 	
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>	
Contractor:	 	 	 	
Small Business Enterprise:	 	 	 	
Contract Value:	 	 	 	
Comments:	 			

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE	 	 	 	

Basis of Recommendation:

Signed: 	Date sent to SBD: 03/23/21
	Date returned to SPD:

SECTION 2
SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used for Spot Market solicitations for Security Hardware, Software, Maintenance & Installation Support as well a Cloud and Professional Services for Miami-Dade County (County) Information Technology Department. Placement in the Pool is **not** a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals, as well as network security products and services will be accepted throughout the term of the RTQ for placement on such Pools.

2.2 DEFINITIONS

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for specific goods and/or services; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Internal Services Department, Strategic Procurement Division, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quote or proposal, at the time of need.

Vendor – Shall refer to a business entity/individual responding to this RTQ.

Submittal – Shall refer to all information, attachments and forms submitted in response to this RTQ.

Work Order Proposal Request (WOPR) – shall refer to a competitive process involving the solicitation of proposals, by the Internal Services Department Strategic Procurement Division, from the Pool for specific goods and/or services; and evaluated and awarded based on best value.

2.3 TERM

The Pool shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order issued by the Internal Services Department, Strategic Procurement Division. The Pool shall expire on the last day of the months of the five-year term.

2.4 QUALIFICATION CRITERIA

This RTQ is open to Original Equipment Manufacturers (OEM) listed in Section XXX and authorized distributors and resellers of these manufacturers. Vendor shall provide all of the specified information, documents and attachments listed below with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Vendors as it deems necessary, and in its best interest. A Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future solicitations:

2.4.1 Original Equipment Manufacturer (OEM)

1. Vendor shall provide contact information for a primary staff member within their company who will be responsible for providing a response to spot market quotes issued by the County, including

name of contact, email address, and phone number. These services shall typically be required Monday through Friday within the business hours of 8:00AM to 5:00PM (Eastern Standard Time).

2. If the Vendor is an OEM wishing to prequalify for this Pool, the Vendor must submit a letter on company letterhead that states it is the OEM of the specific product(s) that the Vendor identified in Section XXX of their bid submittal. If the letter does mention the product(s) the Vendor identified in Section XXX of their bid submittal, the letter will not be accepted, and the Vendor will not be added to the Pool.
3. Vendor shall provide three (3) professional references of which two (2) must be government/ public sector entities. The County will use these references to verify that the Vendor can provide the products the Vendor has identified within their bid submittal. These references can be provided in the form of a letter from the referenced company on company letterhead. At a minimum, the letter must contain the following information:
 - Company or government entity letterhead.
 - The products or services provided to this company or government entity.
 - Company or government entity point of contact information and signature.

As opposed to this letter, the County will allow the Vendor to provide these references by completing Section 4.2 of the bid submittal. The County will use the information provided by the Vendor to contact the referenced company and conduct the reference check.

2.4.2 Authorized Distributor

1. Vendor shall provide contact information for a primary staff member within their company who will be responsible for providing a response to spot market quotes issued by the County, including name of contact, email address, and phone number. These services shall typically be required Monday through Friday within the business hours of 8:00AM to 5:00PM (Eastern Standard Time).
2. If the Vendor is an authorized distributor wishing to prequalify for this Pool, the Vendor must submit a letter from the OEM that demonstrates the Vendor is contractually authorized to sell the products and or services. The letter must be signed and presented on the OEMs letterhead and include the contact person name and phone number.

Or

The Vendor shall provide a copy of some form of certificate from the OEM that clearly shows the Vendor is an authorized distributor of the products and services. This document must be scanned and included with the Vendor's bid submittal.

3. Vendor shall provide three professional references of which two (2) must be government / public sector entities. The County will use these references to verify that the Vendor can provide the products the Vendor has identified within their bid submittal. These references can be provided in the form of a letter from the referenced company on company letterhead. At a minimum, the letter must contain the following information:
 - Company or government entity letterhead.
 - The products or services provided to this company or government entity.
 - Company or government entity point of contact information.

As opposed to this letter, the County allows the Vendor to provide their references contact information in Section 4.2 of the bid submittal. The County will use the information provided by the Vendor to contact the referenced companies and conduct the reference check.

2.4.3 Reseller

1. Vendor shall provide contact information for a primary staff member within their company who will be responsible for providing a response to spot market quotes issued by the County, including name of contact, email address, and phone number. These services shall typically be required Monday through Friday within the business hours of 8:00AM to 5:00PM (Eastern Standard Time).
2. If the Vendor is a reseller wishing to prequalify for this Pool, the Vendor must submit a letter from the reseller's distributor that demonstrates the reseller is contractually authorized to sell the products and or services. The letter must be signed and presented on the distributor's letterhead and include the contact person name and phone number.

Or

The Vendor shall provide a copy of some form of certificate from that clearly shows the Vendor is an authorized distributor of the products and services. This document must be scanned and included with the Vendor's bid submittal.

3. Vendor shall provide three professional references of which two (2) must be government/ public sector entities. The County will use these references to verify that the Vendor can provide the products the Vendor has identified within their bid submittal. These references can be provided in the form of a letter from the referenced company on company letterhead. At a minimum, the letter must contain the following information:
 - Company or government entity letterhead.
 - The products or services provided to this company or government entity.
 - Company or government entity point of contact information.

As opposed to this letter, the County allows the Vendor to provide their references contact information in Section 4.2 of the bid submittal. The County will use the information provided by the Vendor to contact the referenced companies and conduct the reference check.

2.5 INSURANCE

Insurance is **not** required in order to be prequalified under this RTQ. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

2.6 SPOT MARKET QUOTES

Vendors in the Pool will be invited to participate in future spot market competition, as needed. The spot market competition will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Enterprise (SBE) Measures
- Warranty Requirements
- Work Acceptance Requirements
- Liquidated Damages
- Living Wage

For federally funded projects/programs, additional provisions may apply in accordance with the funding source. The following provisions from Section 1, General Terms and Conditions shall be exempted from such solicitations, as indicated in the ITQ or WOPR.

- Local Preferences
- User Access Program (UAP) Fee
- SBE Measures
- Local Certified Veteran Business Enterprise Preference
- First Source Hiring Referral Program
- SBE Prompt Payment Terms
- Office of Inspector General Fee

2.7 ADDITIONAL PRODUCTS, SERVICES OR MANUFACTURERS

The County has detailed in Section XXX the products, services, and manufacturers that it intends to purchase throughout the term of this RTQ. The County reserves the right to add products, services, and manufacturers to this list that may become available in the future in order to meet the evolving needs of the County's IT security infrastructure. In the event that additional products, services, and/or manufacturers are added to this RTQ, the changes will be memorialized via an official amendment to the RTQ.

SECTION 3 – SCOPE OF SERVICES

3.1 SCOPE OF SERVICE

This RTQ will establish a Pool that will be used for future Spot Market solicitations for IT network security products and services that would include but not be limited to IT Security, Hardware, Software, Cloud Services, Parts, Maintenance and Installation Support and Professional Services for the County. The following is a listing of OEMs that manufacture the products and/or services the County intends to purchase throughout the term of this RTQ.

3.1.1 Manufacturer List

- Broadcom/Symantec
- Check Point
- Citrix
- Fortinet
- Kemp Technology
- Beyond Trust
- Big Switch
- Ixia
- Forescout
- Qualys
- Idaptive
- CyberArk/Centrify
- HCL AppScan
- Varonis
- Dropbox
- TeamViewer
- Valimail
- NetMotion

Per Section 2.7 of this solicitation, the County reserves the right to add to the lists of manufacturers, products & services throughout the term of this agreement.

3.2 PRODUCTS AND SERVICES

The following list represents but does not limit the types of IT Security Hardware, Products, Parts, and Services, to be delivered and installed within Miami-Dade County's network and computing infrastructure (On Premises). These products and services may also be provided in a pure cloud based hosted environment or hybrid hosting environment, (Comprised of Cloud and on Premises hardware/software), of products and services the County intends to purchase throughout the term of this Pool. The objective is to establish a comprehensive Network Security Award for all Miami-Dade Network Security needs for the next five years and beyond.

3.2.1 IT Security Hardware

- Routers
- Gateways
- Switches
- Remote Access Devices
- Firewalls/Appliances

- Intrusion Detection/Prevention Systems
- Content Switching
- Load Balancing Intelligent Traffic Management Devices
- Network Performance Monitoring Devices
- Console Management and Switching Devices
- Multifactor Authentication Equipment
- Vulnerability Scanners

3.2.2 IT Security Software

- User Behavior Monitoring (Zero Trust)
- Network Access Control
- Single Sign On
- Multi-Factor Authentication
- VPN
- Secure Remote User Support
- System Vulnerability Scanning
- Application Vulnerability Scanning
- Data Protection

3.2.3 IT Technology Software Security Protocol for Operating within the County Networks Environment

All contractor and/or OEMs pre-qualified under this award shall agree to comply with all applicable procedures and regulation detailed on the attached appendixes, which are outlined below, and all future revision of same.

- Procedures for Protection of Miami-Dade County Sensitive Data ESO Revised 05222019 (Appendix 1)
- IT Security Matrix - ESO Updated 05222019 (Appendix 2)
- Cloud Service Usage Policy - Miami Dade County 092618 (Appendix 3)
- ITD Technology Model March 2019 v2 (Appendix 4)

3.2.3 Professional Services

The following is a list that includes but is not limited to the types of Professional Services the County may purchase throughout the term of this pool:

- Installation Services such as: networking, configuration, customization, support or any technical expertise that may involve traffic engineering and capacity planning, deployment planning required for any hardware, software or associated equipment or cloud-based services purchase through this Pool.
- Training Services associated with any products the County purchases through this pool, such as on-site training or computer web-based training that may be required for any new product purchased through this pool.

3.2.4 Maintenance and Extended Warranties

In addition to the OEM's maintenance and extended warranty services programs, additional support may be purchased in conjunction or separately at any time throughout the term of this Pool to ensure that critical security levels are maintained without interruption. Maintenance and extended warranty services may include, but is not limited to the following:

- Electronic media and consulting services, upgrades and enhancements for technology advancements, improved functionality, and compatibility with new industry standards.
- Hardware and technical support via telephone or email.

SECTION 4
SUBMITTAL FORM

4.1 CONTACT INFORMATION: Vendor shall provide contact information for a primary staff member within their company who will be responsible for providing a response to spot market quotes issued by the County to include: name of contact, email address, and phone number. These services shall typically be required Monday through Friday within the business hours of 8:00AM to 5:00PM (Eastern Standard Time).

PRIMARY CONTACT (REQUIRED)	
Name:	
Title and/or Job Function:	
Business Address:	
Local or Toll-Free Telephone Number:	
Mobile Telephone Number:	
E-mail Address:	
SECONDARY CONTACT (OPTIONAL)	
Name:	
Title and/or Job Function:	
Business Address:	
Local or Toll-Free Telephone Number:	
Mobile Telephone Number:	
E-mail address:	

4.2 VENDOR QUALIFICATION INFORMATION: Vendor shall indicate in Section 4.2.1 whether they are an OEM, authorized distributor or a Reseller and indicate which manufacturer(s) they represent and which products and/or services they are able to provide to the County by checking off the appropriate boxes. In Section 4.2.2 the vendor must indicate whether they are submitting a letter or a copy of a certification document that demonstrates the vendor’s ability to provide the products and services required by the County.

4.2.1 Vendor Information

Vendor Designation	Manufacturer(s) List	Product and Services
Original Equipment Manufacturer (OEM) <input type="checkbox"/>	<input type="checkbox"/> Broadcom <input type="checkbox"/> Check Point <input type="checkbox"/> Citrix	<input type="checkbox"/> Routers <input type="checkbox"/> Gateways <input type="checkbox"/> Switches
Authorized Distributor <input type="checkbox"/>	<input type="checkbox"/> Fortinet <input type="checkbox"/> Kemp Technology <input type="checkbox"/> Beyond Trust	<input type="checkbox"/> Remote Access Devices <input type="checkbox"/> Firewalls/Appliances <input type="checkbox"/> Intrusion Detection System
Reseller <input type="checkbox"/>	<input type="checkbox"/> Big Switch <input type="checkbox"/> Ixia	<input type="checkbox"/> Content Switching <input type="checkbox"/> Load Balancing Intelligent Traffic Management Devices <input type="checkbox"/> Network Performance Monitoring Devices <input type="checkbox"/> Console Management and Switching Devices <input type="checkbox"/> Multifactor Authentication Equipment <input type="checkbox"/> Professional Services

4.2.2 Letters and/or Certifications

In the table below, Vendor must indicate whether they are submitting a letter that demonstrates they are authorized to provide the required products and services to the County. Vendor must only

complete the section that applies to its Vendor Designation (OEM, Authorized Distributor, or Reseller).

Vendor Designation	Requirement	Please Indicate Which Document your Firm has Included with Their Bid Submittal by Checking on of the Boxes Below.
Original Equipment Manufacturer (OEM)	Please See Section 2.4.1(2) of the Solicitation.	<input type="checkbox"/> Letter on Company Letterhead
Authorized Distributor	Please See Section 2.4.2(2) of the Solicitation.	<input type="checkbox"/> Letter from OEM on Company Letterhead <input type="checkbox"/> Copy of Certification.
Reseller	Please See Section 2.4.3(2) of the Solicitation.	<input type="checkbox"/> Letter from Authorized Distributor on Company Letterhead <input type="checkbox"/> Copy of Certification.

4.3 CLIENT REFERENCES: Vendors shall provide three (3) client references with whom the Vendor has conducted business within the last three (3) years. This reference can be submitted in the form of a letter or by completing the table below.

REFERENCE NO. 1	
Reference Letter included with the Bid Submittal:	Yes <input type="checkbox"/> or No <input type="checkbox"/>
Company Name:	
Business Address:	
Contact Name:	
Telephone:	
E-mail Address:	

Years Dealing with Firm:	
Types of Products or Services Offered to this Firm:	
REFERENCE NO. 2	
Reference Letter included with the Bid Submittal:	Yes <input type="checkbox"/> or No <input type="checkbox"/>
Company Name:	
Business Address:	
Contact Name:	
Telephone:	
E-mail Address:	
Years Dealing with Firm:	
Types of Products or Services Offered to this Firm:	
REFERENCE NO. 3	
Reference Letter included with the Bid Submittal:	Yes <input type="checkbox"/> or No <input type="checkbox"/>
Company Name:	
Business Address:	
Contact Name:	
Telephone:	
E-mail Address:	
Years Dealing with Firm:	

Types of Products or Services Offered to this Firm:	
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