THE PORT AUTHORITY OF NY & NJ

PROCUREMENT DEPARTMENT
4 WORLD TRADE CENTER
150 GREENWICH STREET, 21ST FLOOR
NEW YORK, NY 10007

REQUEST FOR INFORMATION

TITLE: VEHICLE SECURITY AND SCHEDULING SYSTEM FOR POTENTIAL USE AT THE WORLD TRADE CENTER

NUMBER: 6000000321

QUESTIONS DUE BY: April 6, 2021 **TIME:** 2:00 PM Eastern Time

RESPONSE DUE DATE: April 26, 2021 **TIME:** 2:00 PM Eastern Time

BUYER NAME: James Tsao

PHONE #: 212-435-4635

EMAIL: JTSAO@PANYNJ.GOV

1. GENERAL INFORMATION: THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY

For background with respect to The Port Authority of New York and New Jersey (the Port Authority), see www.panynj.gov. Additionally, the most recent electronic version of the Authority's Annual Report is available at http://www.panynj.gov/corporate-information/annual-reports.html

2. INTRODUCTION

The purpose of this Request for Information (RFI) is to acquire and explore marketplace information regarding the availability and features of vehicle security and scheduling systems. The Port Authority is especially interested in vehicle security and scheduling systems that can:

a. Enable the Port Authority and stakeholders at the World Trade Center (WTC) Campus to manage delivery operations, including vehicle and driver access to the WTC Campus. The system would be used to provide credential management, access control to loading docks, user partitioning policy enforcement, linkage to external access databases and watch lists, and it must include the ability to generate delivery reports.

b. Maintain an open architecture. The system would operate on mobile devices and integrate with multiple edge devices and subsystems, including but not limited to driver license scanners, vehicle license plate readers, and a Radio Frequency Identification (RFID) vehicle tracking solution.

c. Consist of one single head-end graphical user interface (GUI) containing a single sign-on, and enable the creation of vendor accounts, vehicle and delivery registrations, delivery confirmation and email notifications.

d. Provide an automated and integrated solution containing hardware and software components that enable tracking vehicles entering, traversing, and exiting the WTC Campus, while providing reliable data to analyze and assess compliance with stakeholder agreements.

The information obtained in response to this RFI may be used to inform potential solicitation(s) to acquire a vehicle security and scheduling system for use at the WTC Campus. The Port Authority will not preclude firms that do not respond to this RFI from participating in any potential future procurement for such a system.

Note: While not required for participation in the RFI process, Respondents that are not currently registered as a vendor with the Port Authority are encouraged to do so at http://www.panynj.gov/business-opportunities/register-business.html.

3. Vehicle Security and Scheduling System (VS3)

A. Background

The Vehicular Screening Center (VSC) at the WTC Campus (WTCC) facilitates the screening of commercial vehicles (e.g., vans, trucks, or delivery vehicles) requiring access to tenant loading docks and below-grade nesting or parking areas. The VSC implements screening through a series of site-wide uniformed and integrated processes, using the vehicle security and scheduling system (VS3 or the System). The System is a web application for the registration and scheduling of vehicles and vendors. The activities performed in the System include vetting and recording of vehicles entering the WTCC at the credentialing locations, and the recording of dwell time at the loading docks assigned to each stakeholder.

If the Port Authority decides to replace the current System, the awarded contractor will design, provide and install the VS3 application and database environment on Port Authority-provided servers and mobile devices (iPads). The replacement System must have the ability to integrate to the existing License Plate Recognition System (LPR) and Radio Frequency Identification (RFID) vehicle tracking solution. The integrated LPR solution will provide auto vehicle license plate reads that are seamlessly integrated with VS3 and will expedite vehicle registration, delivery requests and access to the WTCC. Subject to the requirements of the executed agreement, the awarded contractor will also leverage the Port Authority networking infrastructure for network communication and provide System administration and software maintenance.

A replacement System will integrate with the existing RFID system. The RFID system enables real-time tracking of delivery vehicles accessing and traversing the WTCC. Bi-directional data exchange between the RFID system and the replacement System should complement one another. The RFID software provides a full range of features and alerts for scheduling, identifying, tracking destinations/routes and dwell durations for vehicles traversing the WTCC. The RFID system provides timestamps to use for administrative reports, responds to stakeholder commitments, and identifies and addresses procedural and operational requirements related to delivery vehicle entry/screening procedures.

B. High-level requirements for a potential replacement System

Database

The database solution for a potential replacement System will be supported in the cloud, with all aspects of the System supported in the Port Authority-provided MS Azure. The database shall be designed and developed using Microsoft tools to adhere to, at minimum, the following high level operational requirements and characteristics:

- Global scale, cloud-readiness.
- Support fault tolerant solution.
- Mainframe-class consistency and reliability.
- Operational simplicity.
- Flexible development.
- Uncompromising security.
- Increased confidence in the security of cloud solutions.
- Consistency in security authorizations using baseline IT and Cybersecurity standards.
- Support consistent application updates/security standards.
- Increased automation for near real-time data/monitoring processing delivery operations.

Security controls

a. The potential replacement System will support security controls baseline requirements in accordance with the Federal Information Processing Standards (FIPS) Publication 199. The System will support security controls and maintain current user application activity authorizations, host information and initiate requests for all connection to the application and database.

b. The potential replacement System will be able to secure the exchange of Port Authority data across the enterprise network with stakeholders and vendors without compromising security policies. The potential replacement System will incorporate appropriate security measures that ensure effective user authentication, access controls, and data encryption. Access to System administration, and any other configurable tool or environment will be limited by user authentication, user authorization, and associated permission level.

Third-Party Integrations

The potential replacement System will support the integration with other systems, such as LPR systems, via web services integration and message queues. In addition, the System will have the ability to integrate with the existing RFID, as noted in Section 3.A, above.

4. SUBMISSION OF INFORMATION

Each Respondent shall email a .PDF copy of its response to James Tsao at jtsao@panynj.gov by the due date and time conveyed on the cover page of this RFI. The subject line should clearly indicate the transmission is in response to the RFI for "Vehicle Security and Scheduling System" and include the RFI number 6000000321 listed on the cover page**.** Exclude any images in your response that could complicate the easy dissemination of your response. Moreover, do not provide marketing materials.

The Response shall include or identify:

a. Transmittal Letter / Executive Overview
   i. The name, address, URL and Federal Employer Identification Number of the Respondent.
   ii. Contact information (name, title, email, telephone number) of the individual who shall act as the Respondent's contact with the Port Authority for further information requests and future solicitations, if any. In addition, at any time after the opening of the responses to the RFI, the Authority may request additional information relating to the Respondent's qualifications and will use this individual as the point of contact for these queries.
   iii. A brief description of the Respondent, its lines of business, organization, mission, affiliates, objectives, location, years in business under its present business name, and a list of previous business names used, if any.
   iv. Whether the Respondent is the manufacturer or certified integrator of a system like the envisioned VS3 or the manufacturer or authorized reseller of VS3 components that contribute to a larger system.
   v. Company size metrics – Number of employees and annual revenue.

b. A signed copy of Attachment A (Agreement on Terms of Discussion) hereof.

c. Responses to questions in Attachment B - Feedback Survey

d. Information for a Solicitation:
   Regarding a potential future solicitation for the purchase, design, installation and maintenance of a vehicle security and scheduling system, identify all information necessary for the development of complete proposals (with firm-fixed pricing) from interested proposers.

5. QUESTIONS

Any questions by prospective Respondents concerning this RFI shall be addressed by email to the Buyer listed on the cover page of this RFI, no later than the listed Question due date and time.

6. CONFERENCE

At any time after the receipt of responses, Respondents may be asked to attend an informal discussion with staff of the Port Authority regarding further clarification of the response and/or for additional information. Selection of such Respondents, if any, will be at the sole discretion of the Port Authority based on review of submitted material and other information gathering. To facilitate the free flow and exchange of ideas and information, the Port Authority intends to meet with Respondents separately. The Port Authority will communicate the date, time, place and objectives of such conference in due course, which may be held virtually. The Port Authority may use the information gathered during this process to refine the requirements and capabilities on which to base a potential future solicitation.

7. GENERAL

a. This RFI might be a preliminary step towards a solicitation of proposals for a replacement VS3. The Port Authority reserves the right to conduct interviews, issue a solicitation for a receipt of proposals, or to perform none of the above.

b. The Port Authority reserves the unqualified right in its sole and absolute discretion to choose to accept or reject any and all firms responding to this RFI based on an evaluation of the responses to the RFI. The Authority also reserves the unqualified right to request further information from any Respondent.

c. Neither the expression of your organization's interest, nor the submission of your response to the RFI and any documents or other information supplied by you, nor any correspondence, discussions, meetings or other communications between your organization and the Port Authority, shall impose any obligation on the Port Authority. The Port Authority shall have no obligation to any Respondent. Costs of participation or information preparation are not compensable.

ATTACHMENT A: AGREEMENT ON TERMS OF DISCUSSION

The Port Authority's receipt or discussion of any information (including information contained in any proposal, vendor qualification(s), ideas, models, drawings, or other material communicated or exhibited by us or on our behalf) shall not impose any obligations whatsoever on the Port Authority or entitle us to any compensation therefor (except to the extent specifically provided in such written agreement, if any, as may be entered into between the Port Authority and us). Any such information given to the Port Authority before, with or after this Agreement on Terms of Discussion ("Agreement"), either orally or in writing, is not given in confidence. Such information may be used, or disclosed to others, for any purpose at any time without obligation or compensation and without liability of any kind whatsoever. Any statement which is inconsistent with this Agreement, whether made as part of or in connection with this Agreement, shall be void and of no effect. This Agreement is not intended, however, to grant to the Port Authority rights to any matter, which is the subject of valid existing or potential letters patent.

Any information (including information contained in any proposal, vendor qualification(s), ideas, models, drawings, or other material communicated or exhibited by us or on our behalf) provided in connection with this procurement is subject to the provisions of the Port Authority Public Records Access Policy adopted by the Port Authority's Board of Commissioners, which may be found on the Port Authority website at: http://corpinfo.panynj.gov/documents/Access-to-Port-Authority-Public-Records/. The foregoing applies to any information, whether given at the invitation of the Authority.

_____
(Company)

_____
(Signature)

_____
(Title)

_____
(Date)

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Rev. 01/27/17

ATTACHMENT B – FEEDBACK SURVEY

Question/Request 1

Describe your expertise and experience in designing, installing, integrating and maintaining a vehicle security and scheduling system, or a similar vehicle delivery and tracking system. Supplement your description with a client list identifying or describing the following:

a. Client
b. Brief description of the installed system, including various technologies utilized
c. Contract timeframe (beginning/end)
d. Value of Contract
e. Identification of the firms used to (i) provide the system, (ii) install the system, (iii) construct the gantries or physical infrastructure to support the system, and (iv) maintain the system. Furthermore, identify whether these different roles were subsumed under one contract (with a prime contractor and subcontractors) or multiple contracts.

From the client list, provide two case studies (one page each) demonstrating how your system was deployed for the selected clients. Describe the clients' environment; any obstacles to implementing the system and how those obstacles were surmounted; the timeline to implement your system, inclusive of design, construction, installation and start of operation; and any 'lessons learned' from each project. With respect to lessons learned, describe what you would and would not do in future implementations.

Question/Request 2

If you are a System component manufacturer or reseller, what components that could be used for a replacement System for the WTCC have been used in the design, installation or maintenance of a vehicle security and scheduling system, or in a similar vehicle delivery and tracking system?

Question/Request 3

Describe the types of vehicle tracking sensors and technology utilized in your vehicle security and scheduling system (deployed and potential).

Question/Request 4

How could the Port Authority address the integration requirements regarding tracking vehicles in real-time?

Question/Request 5

Would your potential solution be Commercial-Off-The-Shelf (COTS) or proprietary?

Question/Request 6

What type of networking infrastructure requirements could a COTS solution utilize? Cellular, IP, analog, etc.?

Question/Request 7

How could a solution be segmented to enable users generate individual reports for each loading dock?

Question/Request 8
Identify any possible challenges with leveraging the Port Authority's networking infrastructure, servers and workstations in a replacement System.

Question/Request 9
Describe the approach to provide 24/7 maintenance and remediation support for a replacement System.