

THE PORT AUTHORITY OF NY & NJ

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

REQUEST FOR PREQUALIFICATION (RFPQ)

ISSUE DATE: 1/13/2022

TITLE: PREQUALIFICATION TO GENERATE A POOL OF QUALIFIED VENDORS FOR RECEIPT OF THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY'S COMMERCIAL OFF THE SHELF COMPUTER AIDED DISPATCH (CAD) AND RECORDS MANAGEMENT (RMS) SYSTEM FOR THE PORT AUTHORITY POLICE DEPARTMENT

RFPQ NO.: 600000799

Refer to Section 1.5 "Submission of RFPQ Response" for submission instructions.

QUESTIONS DUE BY: 1/20/2022

TIME: 3:00 pm

DUE DATE: 2/15/2022

TIME: 3:00 pm

CONTACT: Nadine Aziz
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1. INFORMATION FOR RESPONDENTS

1.1.General Information

The Port Authority of New York and New Jersey (the “Port Authority” or the “Authority”) is an agency of the States of New York and New Jersey, created and existing by virtue of the Compact of April 30, 1921, made by and between the two States, and thereafter consented to by the Congress of the United States. It is charged with providing transportation, terminals and other facilities of trade and commerce within the Port District. The Port District comprises an area of about 1,500 square miles in both States, centering about New York Harbor. The Port District includes the Cities of New York and Yonkers in the State of New York, and the cities of Newark, Jersey City, Bayonne, Hoboken and Elizabeth in the State of New Jersey, and over 200 other municipalities, including all or part of seventeen (17) counties, in the two States. For background with respect to the Port Authority, see www.panynj.gov. Additionally, an electronic version of the Authority’s most recent Annual Report is available at <http://www.panynj.gov/corporate-information/annual-reports.html>.

The Port Authority Police Department (sometimes referred to herein as “PAPD”) is a 2,000+ member transportation security and counterterrorism police department headquartered in Jersey City, NJ, with police command operations at most Port Authority facilities, including but not limited to the metropolitan area’s three major airports (LaGuardia Airport [30 million passengers per year], John F. Kennedy International Airport [61 million passengers per year], Newark Liberty International Airport [46 million passengers per year]), the Hudson River crossings, the ports, and the World Trade Center in Lower Manhattan. Additional Command locations include the Central Police Desk, PATH Police Command, and the Port Authority and George Washington Bridge Bus Terminals.

The PAPD is a unique police force in that they operate transportation agencies out of two states: New York and New Jersey. This sets forth a multitude of challenges. For example, some police commands expand over two states, meaning that statutes and penal laws must reflect where the incident occurred and not necessarily how a system is established. External crime reporting must be divided by both state as well as municipality. In addition to standard addressing and geo-validation of incident locations, the PAPD requires the ability to precisely locate an incident in a wide range of unique locations such as airport terminals, tunnels, bridges, large retail complexes, and multi-floor buildings.

The Port Authority seeks to prequalify firms (“Respondent” or “Respondents”) to:

- Procure an integrated Commercial Off the Shelf (COTS) CAD/RMS system. PAPD is in the process of researching functionality, features, and capabilities of modern CAD/RMS systems to develop and publish a Request for Proposal (RFP). Such information might inform the development of future solicitation(s) for the acquisition of such systems and any associated systems and maintenance.
- Only Respondents prequalified based on the prerequisites specified herein will be eligible to respond to the upcoming solicitation, if any, for the services summarized herein.
- This Request for Prequalification (RFPQ) is currently envisioned to be the only public advertisement for the subject services.

- Note as to RFPQ DUE DATE –Respondents are strongly advised and encouraged to submit prequalification information by the date listed on the cover page. While the Prequalification may be extended past the stated Due Date until a RFPQ FINAL SUBMISSION DATE is announced via Addendum, Respondents are advised that there may be little time between such notification and the Final Submission Date. No extensions past the Final Submission Date will be granted and submissions received after the Final Submission Date and time will be rejected without review. Firms shall be notified once it has been determined that their submission was not received prior to the Final Submission Date.

1.2. Proposed Solicitation

1.2.1. Scope

The Authority is seeking to prequalify Respondents who will be eligible to receive an anticipated upcoming solicitation for the provision of a Commercial Off the Shelf (COTS) CAD/RMS system to support the Port Authority Police Department. It is currently envisioned that the anticipated upcoming solicitation will consist of, but not be limited to, the following work:

A. CAD/Dispatch

- Configurable/customizable windows based on dispatcher preference
- Multiple ways to carry out commands (command line, mouse, etc.)
- Pre-emptive/intuitive entry; shows errors; has prompts
- Simultaneous Multi-state National Crime Information Center (NCIC) queries
- Ability to include vehicle info and equipment in reports
- Searchable call comments
- Built in/electronic emergency response book/plans
- Ability to add to call/event/incident
- Built in/electronic policies, Standard Operating Procedures (SOPs) with informational prompts
- Ability to add to call/event/incident
- Preplans (I.e. closest boat ramp to buoy X; contact info/principal’s name for schools)
- Contact cards, ability to add to call/event/incident
- Ability to forward Be On the Lookouts (BOLOs) to other agencies
- Car to car messaging; car to dispatcher
- Automatic location validation for self-initiated calls

B. Mobile

- Automated blasts to designated PAPD user groups based on keywords
- Must be easy to navigate with large buttons, visible in daylight, dawn/dusk and dark
- Warnings/Cautions/Premise History – should be easy to see or hear
- Audible sound for important notifications or other audible warnings
- Ability to use driver’s license reader/scanner

- f. Ability to create and issue e-citations
- g. Ability to easily query data
- h. Closest unit dispatching
- i. Car to car messaging; car to dispatcher
- j. Automatic location validation
- k. Ability to perform all the above directly on Smart Phone application

C. Records Management System (RMS)

- a. Integration of all systems—scheduling systems (Indeavor, PeopleSoft) fingerprinting (LiveScan), license plate readers (LPR), radiation detection systems, impound management, evidence tracking, etc.
- b. Large audio/video storage space in Case Management and/or way to sync other systems housing this data
- c. Field based reporting – auto fills reports with CAD data
 - i. Ability to notify supervisors advising of pending reports for review
 - ii. Ability to notify officer report was denied/rejected/needs correction/editing
 - iii. Easy to add property/evidence, narrative, attachments (photos, etc.); ability to use links (for video system) to reduce storage needs (doesn't store video but links to where video is already stored)
- d. Ability to have and use PAPD Templates for reports as well as create new templates, as needed, without development needed from the vendor
- e. Ability for RMS to serve as a repository where all PAPD reports can be housed (Use of Force, Field Contact, etc.)
- f. National Incident-Based Reporting System (NIBRS)
 - i. agency validation field
 - ii. built in compliancy checks
 - iii. simple and understandable error messages
 - iv. conditional coding to allow for state/federal guidelines
- g. Internal modules- Quartermaster, asset management, training tracking, use of force, etc.
- h. Motor Vehicle Accident (MVA) reporting
 - i. Ability to use digital signatures
 - j. Ability to have browser-based RMS (role/permission-based access)
- k. External software compatibility (Tableau, PowerBI, Crystal Reports, etc.)

D. GIS/Mapping

- a. Map Type: ESRI, ArcGIS, etc. (and technical requirements for this)
- b. Configurable layers (and technical requirements for this)
- c. Automatic location validation (also in CAD/Dispatch)
- d. Complex geomapping capabilities—must capture suite coordinates, lat/long, geographical building info, etc.
- e. Closest unit dispatching (also in CAD and Mobile)

- f. Current-state GIS: Understand all capabilities, features, requirements, and limitations of PAPD current GIS (or lack of) and what is needed for a modern, map centric CAD, or plan to pay to have it prepared by outside professionals
- g. PAPD has multi-story buildings – make sure this is part of GIS/mapping requirements; capabilities of multi floor buildings, including floor plans – store locations, baggage claim vs. food court, etc.)
- h. Geofencing
- i. Pin drops (from dispatch map to mobile)
- j. Simple data entry/query
- k. Ability to track assets on the map – either static or dynamic

E. Technical

- a. Server hardware requirements
- b. CAD hardware requirements (number of CAD monitors, etc.) or upgrade requirements
- c. Mobile hardware requirements or upgrade requirements
- d. Role based access/permissions
- e. NCIC – explain cloud use/limitations, including solution if PAPD goes to the cloud
- f. Integration plan (how many systems; expectations; how it will look in this CAD/RMS; 3rd party requirements)
- g. Ability to update without affecting users
- h. Ability to purge, seal, expunge (with court required records showing proof)
- i. District Attorney: Ability to share reports, case files and attachments, must be role/permission based)
- j. Auto failover (seamless to users)
- k. Maintenance requirements (roles, responsibilities); support plan
- l. If starting with on-premise, can PAPD move to cloud later?

F. Storage Solutions

- a. Types of solutions available (Cloud, on-premise, and/or hybrid)
- b. Must be Criminal Justice Information System (CJIS)-compliant
- c. Storage must remain in the US
- d. Disaster recovery
- e. 24/7 support
- f. PAPD must own data
- g. Must be able to integrate into our existing Active Directory environment

G. Business Analytics

- a. Automated distribution on a schedule
- b. Ability to create your own dashboards
- c. Ability to modify canned dashboards
- d. Ability to create geographical heatmaps
- e. Ability to create custom/compstat reports
- f. Pattern identification tools

1.2.2. Current State Details

On average, the PAPD responds to 115,000 calls for service and completes 204,000 self-initiated CAD jobs. The seven police commands currently utilize CAD to complete approximately 319,000 calls per year. On average, the PAPD writes 14,000 incident reports per year, approximately half of which are criminal and half of which are non-criminal (all numbers based on a two-year average).

1.2.3. Anticipated RFP Release date to Prequalified Vendors

It is currently anticipated that an RFP will be issued to prequalified Respondents on or about July 20, 2022.

Note: There may be limited time to respond to the anticipated RFP after Respondents have been prequalified. Therefore, Respondents interested in proposing on the anticipated RFP should prepare to respond to the RFP if deemed prequalified by the Authority.

1.3. Developing a List of Interested and Available M/WBE Subcontractors

The Port Authority has a long-standing practice of making its business opportunities available to Minority Business Enterprises (MBEs) and Women-owned Business Enterprises (WBEs) and has taken affirmative steps to encourage such firms to seek business opportunities with the Port Authority. The solicitation resulting from this prequalification will have M/WBE goals included. The Authority currently sets goals at 20% MBE and 10% WBE participation.

To ensure there is a pool of interested and available M/WBE subcontractors, and to provide assistance to prequalified Respondents in identifying them, the Authority is concurrently releasing a “Request for MBE/WBE Expressions of Interest” and asking interested M/WBE firms to fill out an *Expressions of Interest by an MBE/WBE firm*. A comprehensive list of all responses received will be compiled and provided to all prequalified Respondents.

Please Note: No guarantees are made as to qualifications, suitability or accuracy of information provided in response to the Expressions of Interest by an MBE/WBE firm and included in the list. The list of interested and available firms shall be provided to prequalified Respondents solely as a convenience.

1.4. Vendor Profile

To ensure maximum opportunities, it is vitally important that Respondents keep their vendor profiles up to date with an appropriate e-mail address, as this will enable firms to receive timely notice of advertisements, reminders, solicitations and addenda. Respondents may update their vendor profiles or register as Port Authority Vendors by accessing the online registration system at <https://www.paprocur.com/irj/portal>.

1.5. Submission of RFPQ Response

The Port Authority has temporarily transitioned to an entirely digital submission process for the receipt of Request for Prequalification (RFPQ) responses, as detailed below.

Respondents are advised that their digital responses must be in a readable format, either Microsoft Word or Adobe PDF. Respondents shall be allowed to submit modifications to responses or withdraw previously submitted responses electronically up to, but not after, the time of the RFPQ Due Date. If a Respondent wishes to withdraw or modify a previously submitted proposal prior to the RFPQ Due Date, it must clearly identify such communication as either a “Modified RFPQ” or “Request to Withdraw”.

The Port Authority shall accept only those responses in electronic format for which the submission or modification is completed by the time of the RFPQ Due Date.

All responses must be emailed to the Port Authority email: bidrfpsubmittal@panynj.gov by the RFPQ Due Date to be considered. The subject line of the email should include the RFPQ Number #600000799 and title of the solicitation. The body of the email should include contact information of the sender, as well as a description of the contents of the email. This email address is solely for submission of responses, and as such, it should not be used for any other sort of communication. Any questions or other communication shall be through the designated solicitation manager, buyer or contract specialist and in the manner indicated on the subject solicitation.

Your response should be forwarded via email to bidrfpsubmittal@panynj.gov in sufficient time so that the Authority receives it no later than 2:00 p.m. Eastern Time (ET) on the RFPQ Due Date. Respondents should anticipate that some emails may take a period of time to be delivered, and as such, should send them as early as possible so as to ensure it is received no later than 2:00 p.m. ET in the designated Port Authority’s email box. The Port Authority is not responsible for delays in transmission or technical issues related to the submission of a response.

Respondents should note that there is a limit to the total size of attachments per email that can be received by the Port Authority designated email account. That limit is 100MB.

Respondents’ internal networks may have limits on the size of emails they can send. Therefore, it is incumbent upon the Respondents to determine ahead of time that the file(s) being submitted can both be transmitted by their systems and accepted by the Port Authority’s systems. If transmissions exceed these limits, the Port Authority will accept responses in multiple emails, provided they are all received by the specified RFPQ Due Date/time and all emails must include the RFPQ #600000799 and title. Under this circumstance, Respondents should note in the description of the email that the response will be arriving in multiple parts and include in the subject line the total number of components and which component, of the total, the particular transmission represents.

1.6. Communication Regarding this Prequalification

All communications concerning this RFPQ should be directed to the Contacts listed on the cover page. **All questions regarding this RFPQ should be submitted in writing to both of the email addresses listed on the cover page no later than 3:00 p.m. Eastern Time (ET) on January 20, 2022.**

The Contacts are authorized only to direct the attention of prospective Respondents to various portions of this RFPQ so that they may read and interpret such portions themselves. Neither the Contacts nor any other employee of the Port Authority is authorized to interpret the provisions of this RFPQ or give additional information as to its requirements. If interpretation or other information is required, it will be communicated to prospective Respondents by written addenda and such writing shall form a part of this RFPQ.

1.7. Prequalification

Determination of prequalification shall be only by mailing to or delivering at the office designated by the Respondent in its response, a notice in writing signed by an authorized representative on behalf of the Port Authority specifically stating that the Respondent is deemed prequalified and eligible to receive the RFP solicitation, if issued. No other act of the Port Authority, its Commissioners, officers, agents, representatives, or employees shall constitute determination of prequalification. Firms that are not deemed prequalified shall be informed by a notice in writing signed by an authorized representative on behalf of the Port Authority.

2. RESPONDENT PREREQUISITES

Only Respondents who can demonstrate that they comply with the following should submit Attachment B, along with supporting documentation, as only responses from such Respondents will be considered.

Respondent Prerequisites	Supporting documentation required from the Respondent
A. The Respondent shall have had at least <i>five (5) years</i> of continuous experience <i>immediately prior to the date of the submission of its response</i> as a business engaged in providing a commercial off-the-shelf CAD/RMS system.	As set forth in Attachment B, Respondent shall submit Client reference information including contact name, email, and phone number to enable the Authority to verify whether Respondent satisfies this prerequisite.

Respondent Prerequisites	Supporting documentation required from the Respondent
<p>B. During the time period stated in (a) above, the Proposer shall demonstrate satisfactory performance of at least three (3) contracts for similar services of similar scope, with at least one (1) of the three (3) contracts of similar size.</p> <p>The Respondent may fulfill this prerequisite if it can demonstrate that, during the time period stated in (B) above, the Respondent, or persons or entities owning and controlling the Respondent, are satisfactorily performing or have satisfactorily performed at least three (3) contracts requiring similar services of similar scope to those described herein.</p>	<p>As set forth in Attachment B, Client reference information including contact name, email, and phone number to enable the Authority to verify whether Respondent satisfies this prerequisite.</p>
<p>C. The Respondent shall have at least six (6) modules actively in their production environment for at least one (1) year including but not limited to: Computer Aided Dispatch, Records Management System, CAD/RMS Mobile Phone Application accessible on a Samsung device, applications must support modern web browsers, E-Ticketing, and Crash Reporting.</p> <p>The Respondent may fulfill this prerequisite if it can demonstrate that, during the time period stated in (C) above, the Respondent, or persons or entities owning and controlling the Respondent, are satisfactorily performing or have satisfactorily performed at least two (2) contracts requiring the six (6) modules referenced above.</p>	<p>As set forth in Attachment B, Client reference information including contact name, email, and phone number to enable the Authority to verify whether Respondent satisfies this prerequisite.</p>
<p>D. The Respondent shall be able to provide proof of industry standard security in place equal or greater than Criminal Justice Information Services (CJIS) standards version 5.9 or later. System data should be hosted and stored in the United States and any Cloud-based systems should be FedRAMP certified by no later than June 30, 2022.</p> <p>The Respondent may fulfill this prerequisite by providing certification and supplemental documents to validate that it meets these standards.</p>	<p>As set forth in Attachment B, Client reference information including contact name, email, and phone number to enable the Authority to verify whether Respondent satisfies this prerequisite.</p>

2.1 Notice Regarding Prequalification Submitted as Joint Ventures

In the event a response is submitted by a joint venture, the foregoing prerequisites will be considered satisfied if the joint venture itself, or any of its participants individually, can meet the requirements. If the response is submitted by a common law joint venture, a joint venture that has not been established as a distinct legal entity, each participant of the joint venture shall be held jointly and severally liable and must individually execute this response. Documents signed by a common law joint venture, in connection with this response, shall include the names of all participants of the joint venture followed by the words “acting jointly and severally”. All joint venture Respondents must provide documentation of their legal status. If deemed prequalified, the Authority expects Respondents will utilize the same venture partners proposed for satisfying the RFPQ requirements for the anticipated subsequent solicitation. If a request is made to the Authority by a prequalified Respondent to add or substitute a joint venture partner, such Respondent shall submit, with its request for approval, the information required by this RFPQ for the new partner. If there is a change or proposed change to a prequalified Respondent’s organization, such Respondent shall submit all information the Authority may require, including updated versions of information submitted in its response to this RFPQ, to demonstrate that such Respondent, once changed, would continue to satisfy the pre-requisites set forth in the RFPQ

2.2 Notice Regarding Prequalification Submitted Including Subcontractors to Meet Prerequisites:

Prequalified Respondents should satisfy all prerequisites and may not use subcontractors as the sole satisfactor of a prerequisite. Subcontractors may be used as additional satisfiers.

All Respondents must include documentation that they meet the above prerequisites. By furnishing this RFPQ to Respondents, the Port Authority has not made a determination that the Respondents have met any of the prerequisites contained in this RFPQ or have otherwise been deemed qualified to perform any services for or on behalf of the Port Authority. In addition, a determination that a Respondent has met the prerequisites contained in this RFPQ is no assurance that they will be deemed qualified in connection with other response requirements as may be detailed in any subsequent solicitation.

3. RFPQ RESPONSE SUBMISSION REQUIREMENTS

In order to expedite the evaluation of responses, the Respondent’s response to this RFPQ shall follow the format and order of items, using the same paragraph identifiers, as set forth below.

3.1. Letter of Transmittal

The Respondent shall submit a letter on its letterhead, signed by an authorized representative, stating its experience and qualifications in meeting the pre-requisites of this RFPQ. This letter shall include a statement on whether the Respondent is submitting a response as a single entity, a joint venture, or is partnering with firms in a prime/subcontracting relationship. In all cases, information required for a single entity is required for each participant in a joint venture.

The Letter of Transmittal shall contain:

- (a) Name and address of the Respondent and an original signature on the Letter of Transmittal by an authorized representative on behalf of the Respondent;
- (b) Names, titles, emails and telephone number of two contact persons (primary and backup) to which the Port Authority can address questions or issues related to this RFPQ;

3.2. Statement of Prequalification

The Respondent shall submit a summary of no more than two (2) pages in length, single spaced, presenting its general experience and qualifications and stating how the Respondent can assist the Authority in meeting the stated objectives. This statement shall include details as to how the response satisfies the prerequisites contained in this RFPQ.

3.3. Agreement on Terms of Discussion

The Respondent shall submit a copy of the “Agreement on Terms of Discussion,” signed by an authorized representative of the Respondent. The Agreement format is included as Attachment A and shall be submitted by the Respondent without any alterations or deviations. Any Respondent who fails to sign the Port Authority's "Agreement on Terms of Discussion" will not have its response reviewed. If the Respondent is a joint venture, an authorized representative of each participant must sign the Agreement on Terms of Discussion.

3.4. Documentation of Response Prerequisites

The Respondent shall submit documentation to demonstrate that it meets all prerequisites included herein.

Respondents are directed to look at Attachment B and return their responses with the detail and in the format required.

3.5. Code of Ethics for Port Authority Vendors

Proposer’s attention is directed to the Port Authority’s “Code of Ethics for Port Authority Vendors” (the “Code”). The Code of Ethics can be found on the Port Authority’s website at <https://www.panynj.gov/business-opportunities/become-vendor.html>.

4. CONDITIONS FOR THE SUBMISSION OF A PROPOSAL

In addition to all other requirements of this RFPQ, the Respondent agrees to the following conditions for the submission of its response.

4.1. Changes to this RFPQ

At any time, in its sole discretion, the Port Authority may by written addenda, modify, correct, amend, cancel and/or reissue this RFPQ. If an addendum is issued prior to the date responses are due, it will be provided to all parties in the medium in which the parties obtained the RFPQ. If an

addendum is issued after responses have been received, the addendum will be provided only to those whose responses remain under consideration at such time.

4.2. Prequalification Preparation Costs

The Port Authority shall not be liable for any costs incurred by the Respondent in the preparation, submittal, presentation, or revision of its response, or in any other aspect of the Respondent's activity relating to its response. No Respondent is entitled to any compensation except under an agreement for performance of services signed by an authorized representative of the Port Authority and the Respondent.

4.3. Disclosure of Prequalification Contents / Use of Ideas and Materials

Response information is not generally considered confidential or proprietary. All information contained in the response is subject to the "Agreement on Terms of Discussion" attached hereto as Attachment A.

4.4. Ownership of Submitted Materials

All materials submitted in response to or in connection with this RFPQ shall become the property of the Port Authority. A determination that a Respondent has (or has not) been prequalified shall not affect this right.

See Sections 1.3 and 2.2 for additional information regarding subcontractors.

4.5. Authorized Signature

Responses must be signed by an authorized corporate officer (e.g., President or Vice President), General Partner, or such other individual authorized to bind the Respondent to the provisions of its response and this RFPQ.

4.6. References

The Port Authority may consult any reference familiar with the Respondent regarding its current or prior operations and projects, performance, or other matters. Submission of a response shall constitute permission by the Respondent for the Port Authority to make such inquiries and authorization to third parties to respond thereto.

4.7. Rights of the Port Authority

- (a) The Port Authority reserves all its rights at law and equity with respect to this RFPQ including, but not limited to, the unqualified right, at any time and in its sole discretion, to change or modify this RFPQ, to reject any and all responses, to waive defects or irregularities in responses received, to seek clarification of responses, to request additional information, to request any or all Respondents to make a presentation, to undertake discussions and modifications with one or more Respondents or third person who, at any

time, subsequent to the deadline for submissions to this RFPQ, may express an interest in the subject matter hereof, to terminate further participation in the response process by a Respondent or to proceed with any response or modified response, which in its judgment will, under all circumstances, best serve the Port Authority's interest. The Port Authority may, but shall not be obliged to, consider incomplete responses or to request or accept additional material or information. The holding of any discussions with any Respondent shall not constitute acceptance of a response, and a response may be accepted with or without discussions.

- (b) No Respondent shall have any rights against the Port Authority arising from the contents of this RFPQ, the receipt of responses, or the incorporation in or rejection of information contained in any response or in any other document. The Port Authority makes no representations, warranties, or guarantees that the information contained herein, or in any addenda hereto, is accurate, complete, or timely or that such information accurately represents the conditions that would be encountered during the performance of any subsequent contract. The furnishing of such information by the Port Authority shall not create or be deemed to create any obligation or liability upon it for any reason whatsoever and each Respondent, by submitting its response, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of the Port Authority, its directors, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the Respondent required by this RFPQ and the Respondent agrees that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever.
- (c) At any time and from time to time after the opening of the responses, the Port Authority may give oral or written notice to one or more Respondents to furnish additional information relating to its response and/or qualifications to perform the services contained in this RFPQ, or to meet with designated representatives of the Port Authority. The giving of such notice shall not be construed as an acceptance of a response. Information shall be submitted within three (3) calendar days after the Port Authority's request unless a shorter or longer time is specified therein

4.8. No Personal Liability

Neither the Commissioners of the Port Authority, nor any of them, nor any officer, agent or employee thereof shall be charged personally with any liability by a Respondent or another or held liable to a Respondent or another under any term or provision of this RFPQ or any statements made herein or because of the submission or attempted submission of a response or other response hereto or otherwise.

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 or not given at the invitation of the Authority.

(Company)

(Signature)

(Title)

(Date)

**ORIGINAL AND PHOTOCOPIES OF THIS PAGE ONLY.
DO NOT RETYPE.**

ATTACHMENT B – PREQUALIFICATION REQUIREMENTS
(Note: Refer to Section 2, Respondent Prerequisites detailed above)

General Note – If a reference is requested from a customer of Respondent, the person providing the reference on behalf of the customer must be a current employee of that customer.

- A. The Respondent shall have had at least five (5) years of continuous experience immediately prior to the date of the submission of its response as a business engaged in providing a commercial off-the-shelf CAD/RMS system.

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite A Contract #1		<i>Does the contract include a CAD system?</i> <i>Yes or No</i> <i>Does the contract include an RMS system?</i> <i>Yes or No</i>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite A Contract #2		<i>Does the contract include a CAD system? Yes or No</i> <i>Does the contract include an RMS system? Yes or No</i>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite A Contract #3		<i>Does the contract include a CAD system? Yes or No</i> <i>Does the contract include an RMS system? Yes or No</i>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

- B. During the time period stated in (a) above, the Proposer shall demonstrate satisfactory performance of at least three (3) contracts for similar services of similar scope, with at least one (1) of the three (3) contracts of similar size.

The Respondent may fulfill this prerequisite if it can demonstrate that, during the time period stated in (B) above, the Respondent, or persons or entities owning and controlling the Respondent, are satisfactorily performing or have satisfactorily performed at least three (3) contracts requiring similar services and at least one (1) of similar scope to those described herein.

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite B Contract #1		<p><i>Is the contract with an agency that has a similar scope of that of the PAPD? Yes or No</i></p> <p><i>Does the contract have a similar number of members of the force? Yes or No</i></p>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite B Contract #2		<p><i>Is the contract with an agency that has a similar scope of that of the PAPD? Yes or No</i></p> <p><i>Does the contract have a similar number of members of the force? Yes or No</i></p>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite B Contract #3		<p><i>Is the contract with an agency that has a similar scope of that of the PAPD? Yes or No</i></p> <p><i>Does the contract have a similar number of members of the force? Yes or No</i></p>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

C. The Respondent shall have at least six (6) modules actively in their production environment for at least one (1) year including but not limited to: Computer Aided Dispatch, Records

Management System, CAD/RMS Mobile Phone Application accessible on a Samsung device, applications must support modern web browsers, E-Ticketing, and Crash Reporting.

The Respondent may fulfill this prerequisite if it can demonstrate that, during the time period stated in (C) above, the Respondent, or persons or entities owning and controlling the Respondent, are satisfactorily performing or have satisfactorily performed at least two (2) contracts requiring the six (6) modules referenced above.

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite C Contract #1		<p><i>Does the contract actively include a CAD system? Yes or No</i></p> <p><i>Does the contract actively include an RMS system? Yes or No</i></p> <p><i>Does the contract actively include mobile application accessible on Samsung devices? Yes or No</i></p> <p><i>Does the contract support modern web browsers? Yes or No</i></p> <p><i>Does the contract include a module for e-citations? Yes or No</i></p> <p><i>Does the contract include a module for Crash Reporting? Yes or No</i></p>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

Contract	Customer Company Name	Description of Services	Contract Start Date	Contract End Date
Prerequisite C Contract #2		<p><i>Does the contract actively include a CAD system? Yes or No</i></p> <p><i>Does the contract actively include an RMS system? Yes or No</i></p> <p><i>Does the contract actively include mobile application accessible on Samsung devices? Yes or No</i></p> <p><i>Does the contract support modern web browsers? Yes or No</i></p> <p><i>Does the contract include a module for e-citations? Yes or No</i></p> <p><i>Does the contract include a module for Crash Reporting? Yes or No</i></p>		
		Contact Name	Contact Email	Contact Phone Number
	Primary Contact			
	Alternate Contact			

D. The Respondent shall be able to provide proof of industry standard security in place equal or greater than Criminal Justice Information Services (CJIS) standards version 5.9 or later. System data should be hosted and stored in the United States and any Cloud-based systems should be FedRAMP certified by no later than June 30, 2022.

The Respondent may fulfill this prerequisite by providing certification and supplemental documents to accredit the need of meeting these standards.

Are all products CJIS-certified (5.9 or later)?	Yes or No	Date of certification:	Date:
Are all Cloud-based systems FedRAMP certified?	Yes or No	Date of certification (<i>actual or anticipated</i>):	Date:

Is all system data hosted and stored in the United States?	Yes or No
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