

October 6, 2020

ADDENDUM NO. 4

Re: Solicitation No. 8005372 Physical Access Control (PACS) Replacement and Upgrade

Please be advised of the following changes to the above referenced Solicitation.

CHANGES:

1. Remove Section 6 “Proposal Format requirements” and replace Section 6 “Proposal Format requirements” with the following:

6 PROPOSAL FORMAT REQUIREMENTS

6.1 Overview

To facilitate and expedite the evaluation process, all information in the Proposal should be organized and presented as directed below. A Proposal may be deemed to be non-responsive and may be disqualified, at the Board’s discretion, if the Proposal fails to comply with the following instructions.

6.2 Proposal Organization

6.2.1 Each copy of the Proposal shall be submitted in a 3-ring binder.

6.2.2 Proposal text shall be typed in font no smaller than 10 point, on 8.5-inch by 11-inch paper, with one-inch margins. Proposals may be either single-sided or double-sided pages and single-spaced for the entire submitted proposal document.

6.2.3 All Proposal sections shall be divided by the use of numeric index tabs. All pages within these sections shall be uniquely numbered for purposes of easy reference.

6.2.4 Proposals shall be assembled in accordance with the following format.

6.2.4.1 **Cover Letter (2 Page Limit)**

Include an explicit statement indicating that the Proposer, if successful, will be the Prime Contractor for the Work.

6.2.4.2 **Table of Contents**

Include references to sections and page numbers

6.2.4.3 **Disclosure Statements**

6.2.4.3.1 Proposer's disclosure and description of any outstanding legal issues and claims against it in connection with current Scope of Work / Specifications or other Scope of Work / Specifications undertaken in the last five (5) years.

6.2.4.3.2 The past fiscal year's audited financial statement of Proposer and most recent affirmative statement of financial capability.

6.2.4.3.3 Proposers shall include in their response a statement affirming that no member of the Board, no official or employee of the Board, and no member of any commission, committee, board or corporation controlled or appointed by the Board has already received, in connection with or related in any way to this contract, or has been promised, in the event this contract is awarded to the firm, any commission, finder's fee or other thing of value. In addition, the firm shall furnish a statement that identifies any member of the Board and any official or employee of the Board who, the firm has reason to believe, would or may be financially affected, whether affirmatively or negatively, and whether personally or through a spouse or other family member, if this contract were awarded to the firm. Upon request by the Board's Vice President of Procurement and Materials Management or an authorized agent thereof, the firm shall respond to any questions relating to the subject of this section.

6.2.4.4 Addenda

The acknowledgement page(s) of all addenda issued by the Board shall be signed by the Proposer's authorized representative and submitted in this section.

6.2.4.5 Tab 1 – Brief Executive Overview (2 Page Limit)

6.2.4.5.1 Introduction of the Proposer's company including history, location, qualifications, experience, main line of business, how business is organized (corporation, partnership, public, private, etc.), notable achievements, etc. (Include the requirement from Attachment A, SOW 7.2.1.1; An overview of the company's structure, longevity, and relevant industry experience)

6.2.4.5.2 Proposers shall complete the form titled "Proposal Endorsement" included in this Solicitation. (Forms are available in "Proposal Response Forms" section)

6.2.4.6 Tab 2 - Relevant Information (4 Page Limit)

6.2.4.6.1 Include in this section all information that is relevant to this Scope of Work / Specifications, if any, and is not included elsewhere. Proposers may include relevant company brochures, published articles, abstracts, etc.

6.2.4.6.2 Brochures, catalogs, pre-printed matter or other relevant information not suitable for inclusion within the proposal binder may be provided in loose form. This material shall be provided for the original and all copies. Each set shall be sealed in an individual envelope marked on the outside as follows:

Additional Information for Solicitation No.: _____
Proposal Title: _____
Deadline for Proposal Submittal: _____
Name of Proposer: _____
1 of N (N is the number of envelopes per set): _____

6.2.4.7 Tab 3 - Statement of Work (10 Page Limit)

6.2.4.7.1 Overall understanding of the System Requirements Specification, the Scope of Work and PACS

functionality proposed.

6.2.4.7.2 Solution Architecture.

6.2.4.7.3 Proposer's history and approach to DFW listed Integrations.

6.2.4.7.4 Proposers supplemental support information.

6.2.4.8 Tab 4 - Experience and Qualifications (10 Page Limit)

6.2.4.8.1 A list of airports that currently use the proposed PACS software, and for how long.

6.2.4.8.2 Experience implementing similar systems at airports of similar size and scope, or other similar installations.

6.2.4.8.3 Understanding and experience with existing referenced systems.

6.2.4.9 Tab 5 - DFW Physical Access Control System Requirements Specification Compliance Matrix

6.2.4.9.1 The Proposer must provide a response in Attachment A - Physical Access Control System Scope of Work and System Requirements Specification **Dallas-Fort Worth International Airport** .

6.2.4.9.2 Provide /Explain the software vendor's typical software license model

6.2.4.9.3 Document the software vendor's API /SDK philosophy. Including the training and certification requirements for using the APIs and SDKs.

6.2.4.9.4 Provide the software vendor's policy on training/certification of owner personnel

6.2.4.9.5 Document the software vendor's Patching, RoadMap, and license philosophy. Vendor shall provide details of their product roadmap, and the process for software updates, new feature releases, and security patching process

6.2.4.10 Tab 6 - DFW Physical Access Control System Technical Specifications Requirements Compliance Matrix

6.2.4.10.1 The Proposer must provide a response in Attachment A - Physical Access Control System Scope of Work and System Requirements Specification **Dallas-Fort Worth International Airport**.

6.2.4.11 Tab 7 - List of Exceptions / Substitutions / Clarifications / Additions

6.2.4.11.1 It is extremely important for the Proposer to make clear where exceptions, clarifications substitutions and/or additions to the Scope of Work, DFW Physical Access Control System Requirements Specification Compliance Matrix, and the Technical Specifications Requirements Compliance Matrix, are taken and how substitutions shall be provided. The Board does not recognize strikeouts, deletions, or changes to Solicitation documents. Therefore, exceptions, conditions, clarifications and/or substitutions to the provisions of the Board's requirements must be clearly identified along with the proposed addition or modification. If the Proposer does not make it clear that an addition, exception or clarification is taken, the Board shall assume the Proposer is responding to and shall meet the Board's stated requirements.

- 6.2.4.11.2 Identify each exception, clarification, substitution and/or addition by specifically referencing the page number, section number, subsection number, item number or letter, and, if necessary, paragraph, or line number.
- 6.2.4.11.3 Identify each item clearly as an addition, exception, clarification or substitution. It is not necessary to include the entire text of a particular section or subsection. However, for ease of reference, Proposers may use portions of the solicitation's text, if helpful in explanation.
- 6.2.4.11.4 For substitutions/clarifications, provide an explanation of the difference between what the solicitation requests and what is proposed. The Board is open to other means of accomplishing the requested Work. Proposers must explain why they believe their method of accomplishing the Work is equal to or better than that specified by the Board.
- 6.2.4.11.5 For any addition(s) proposed or exception(s) taken, provide a rationale in as much detail as possible.
- 6.2.4.11.6 The Board shall consider the number and substance of alterations to the Board's stated requirements as a factor in determining the most advantageous response.

6.2.4.12 Tab 8 - Reference List / Experience

- 6.2.4.12.1 Provide a list of at least three (3) different Airports of comparable size and system scope for which your software platform has been implemented. The Airport may consider its own experiences with a proposing firm even if not listed as a reference. The reference list should also include public entities for which Work of similar scope and complexity has been completed by the Proposer. **(Limit one page per reference)**. Include the following information:
- Company/Entity name
 - Address
 - Contact names (IT, project leader, and functional contacts)
 - Phone number
 - Facsimile number
 - Email addresses (if known)
 - Brief description of work performed and how it is relevant to the Scope of Work in this solicitation. Also list any prime or sub consultant team members who worked on the referenced project that are also proposed for this solicitation's Scope of Work.
- 6.2.4.12.2 Provide the process and methodology that your firm use to rank, qualify, and provide cost incentives to your authorized and certified Integrator partners.
- 6.2.4.12.3 Provide a list of Integrators that have met the software vendors qualifications and are fully capable of supporting the DFW PACS project. Please note the integrations that are anticipated in the Specifications/SOW.
- 6.2.4.12.4 Furnish a list of partners whose products the PACS integrates with. In addition, explain the integration capabilities with the following products:
- HID SAFE
 - KapLogic Aegis
 - Microsoft Exchange
 - Qognify NiceVision

6.2.4.12.5 List all clients that have in the past two (2) years, terminated their contract prior to the contract's original completion date, including decisions by the client not to exercise remaining contract option years. For any contracts listed, give the reason for termination (if known) and the names and telephone numbers of the client official responsible for administering the contract.

NOTE: A copy of this addendum shall be acknowledged by appropriate signature and attached to the submitted proposal.

Company Name

Signed

Date

If you have any questions regarding this matter, contact during normal working hours (8:00 AM to 4:30 PM, Monday through Friday) at 972-973-5620 (p), 972-973-5601 (f) or at the email address of shhanilton@dfwairport.com .

Sincerely,

Shannon Hamilton
Procurement and Materials Management Department