



Mississippi Department of
Information Technology Services



RFP No. 4541

Alcorn State University Video Surveillance System and Equipment

Attendance

- First Roll Call
 - Vendor participation is mandatory for the entire conference.
 - A representative for each participating vendor must be present for the final roll call.
- Please email your business card or signature block to:
RFP@its.ms.gov
- Attendees will be posted to the ITS website
(www.its.ms.gov)

Agenda

AGENDA	
ATTENDANCE	ITS
PROJECT OVERVIEW	Angela Eley
PROCUREMENT GUIDELINES	ITS
ADDITIONAL INFORMATION	ITS
QUESTION AND ANSWERS	Answers to vendor questions during this conference are not official unless and until submitted to ITS in writing.
CLOSING COMMENTS	ITS
CONCLUSION	ITS

Project Overview

- ASU desires to upgrade and replace its existing camera system and enhance location coverage on the University's three campuses. It is anticipated that the project will entail installation of a new video/surveillance management system, as well as replacement of existing cameras, installation of cameras at new locations not presently covered on all three campuses, management software and turnkey installation services for all associated hardware and software necessary for this type of project.
- General requirements for the system and equipment upgrade include but is not limited to:
- Provision of a video management system, including applications, video processing, and storage servers, required to fully support HD image resolution, video retention requirements and policy-based administrative oversight for all cameras.
- Replacement of approximately 23 existing cameras and the addition of 164 cameras
- Expansion of system monitoring capability

Evaluation Overview

Scoring is covered in Section VII Technical Specifications, Item 5 of the RFP.

- Each requirement is given a score between 0-10, with 9 points for meeting the requirement. Vendors should provide detail as to how their proposed solution meets or exceeds each specification.
- Vendors must respond with “Will Comply” or “Exception”, on every requirement in listed in Attachment A beginning with Section 1, Item 17. In addition, Vendor must provide explicit details as to the manner and degree to which the proposal meets or exceeds each specification. Non-Cost = 65 points; Cost = 35 points.
- **Mandatory** requirements must meet the requirement and have a meaningful response. Taking exceptions to a Mandatory requirement will face elimination.
The combination of the best technical solution and lowest cost is the key to being the selected vendor.

Technical Evaluation

Non-Cost Categories	Possible Points
Functional/Technical Requirements	25
I. General: E. Vendor Qualification; F. Vendor Implementation	20
III. Camera Requirements and Specifications	10
IV. Police Department Building Upgrade Requirements and Specifications	10
Total Non-Cost Points	65
Cost Categories	
Lifecycle Cost	35
Total Cost Points	35
Maximum Possible Points	100

Section VIII, Cost Information Submission

- Cost must be submitted using the format provided.
- Vendors can add to or break out items in their cost submission to fit their solution; however, a total implementation cost and a total annual cost must be provided.
- Vendors cannot change costs after the proposals have been submitted.
- Vendors are required to provide a fully loaded hourly change order rate as directed on the form.
- All Base Offering deliverables are described in RFP Number 4541.

RFP Response

- Proposal: 1 USB flash drive. Vendor's documents must be submitted in Microsoft Office 2010 or higher format and/or PDF format, as appropriate. If PDF format is submitted, the file must be searchable.
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Attachment A)
- Cost Information Submission Form (Section VIII)
- References (Section IX)

Standard Contract

- Exhibit A – Standard Contract
- Vendors must review this document and take exception, if necessary. If Vendor takes no exception to Exhibit A, the state assumes that these terms are agreeable and cannot be negotiated after award.
- If additional terms and conditions beyond what is included is required, Vendor should submit them with their RFP response for consideration.

Upcoming Dates

- Deadline for Vendor's Written Questions
Wednesday, January 31, 2024, at 3:00 p.m. Central Time
- Responses to Vendor Questions
Posted to the ITS Website by COB Tuesday, February 13, 2024
- Proposal Due Date
Thursday, March 7, 2024, at 3:00 p.m. Central Time
- Proposal Evaluations
Begin Thursday, March 7, 2024
- ITS Board Presentation
Thursday, April 18, 2024
- Contract Negotiation
April 2024
- Proposed Project Implementation Start-Up
Monday, May 20, 2024
- Project Go-Live Deadline
Tuesday, September 3, 2024

Additional Information

- Vendor communication with the State
 - See Section II Proposal Submission Requirements, Item 14
- Answers to questions asked during this Vendor Conference are not official until and unless submitted in writing.
- Vendors may continue to check the ITS website for updates related to this RFP No. 4541.
 - www.its.ms.gov

Questions and Answers

- **Open to the floor** - Answers to questions posed during the vendor conference are not official unless and until questions are submitted in writing.

Closing Comments

- Final Roll Call
- Please email your business card to:
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Conclusion

Thank you for your participation!

Please make sure I have acknowledged your company's participation on the web conference.