



REQUEST FOR PROPOSALS (RFP)

FOR

PORT SECURITY ENHANCEMENTS AND
SURVEILLANCE SYSTEM UPGRADES:

CENTRAL WATERFRONT
WEST BASIN MARINA
EAST BASIN MARINA

RFP Contact:

Matt McGrath

Port of Astoria

10 Pier One Suite 308

Astoria, OR 97103

(503) 741-3336 / (503) 741-3345 (fax)

mmcgrath@portofastoria.com

Table of Contents

SECTION I – GENERAL INFORMATION	1
A. Location and Description.....	1
B. Infrastructure & Facilities	2
SECTION II – SCOPE/QUALIFICATIONS	3
A. Minimum Qualifications.....	3
B. General Obligations	3
SECTION III – PROPOSAL CONTENTS	4
A. General Information.....	4
B. Security Plan	4
C. References	4
D. Other Information	4
SECTION IV – PROPOSAL SUBMITTAL	5
A. Submittal Package	5
B. Delivery.....	5
C. RFP Schedule	5
D. Site Visit.....	5
E. Questions.....	5
F. Port Reservations	5

Request for Proposals
Port of Astoria Security Enhancements
10 Pier One Suite 308
Astoria, OR 97103

I. General Information

The Port of Astoria (“POA”) is requesting proposals from qualified vendors to provide a video surveillance system for its Central Waterfront and two mooring basins. POA desires a high definition camera surveillance system that will provide coverage of critical points along its central waterfront and mooring basins that will:

- Display footage in real time;
- Record footage;
- Provide Point-Tilt-Zoom (PTZ) cameras in key landside and waterside locations;
- Provide License-Plate-Reader (LPR) cameras at key entrance/exit points;
- Export video clips;
- Include back-up power supply in the event of electrical failure

Successful proposer shall exercise control over the conduct, demeanor, and appearance of its employees, agents, and representatives and the conduct of its subcontractors and suppliers. Successful proposer shall be responsible for ensuring compliance with all Federal, State, and Local regulations pertaining to worker safety.

This Request for Proposals invites each potential proposer to perform its own investigations and make its own assessments as to the extent and nature of the systems best suited to providing POA a functional, durable and expandable surveillance system for its waterfront properties.

A. Location & Description

POA is located in Clatsop County and situated along Young’s Bay and the Columbia River in northwestern Oregon, approximately 75 miles northwest of Portland. The central waterfront is comprised of three piers and adjoining real estate while the mooring basins are split between east and west.

POA's central waterfront is approximately 150 acres and has been in operation since 1910. The central waterfront consists of three primary piers that are host to hundreds of vessel calls including cruise, military, fishing and research vessels. POA's west and east basins are separated by two and a half miles and cover an additional 17 acres and 63 acres respectively, inclusive of moorage boundaries and adjoining parking. POA's central waterfront, waterways and marinas are patrolled by POA security staff 24 hours per day, 7 days per week all year round.

B. Infrastructure and Facilities



Central Waterfront

Pier One is POA's secure terminal and is currently used for docking cruise ships, log vessels, USN, USCG and other miscellaneous vessels. Pier 2 is home to POA's seafood cluster and lands approximately 120 million pounds of seafood per year via a large number of fishing vessels. Pier 2 is also the home of Marine Spill Response Corporation's 200' response vessel, Oregon Responder, and a 300' containment barge. Pier 3 is utilized both as a POA Boatyard and Astoria Forest Product's log yard and is also home to POA's storm water treatment system.

The real estate along the central waterfront contains office buildings, maintenance shops, fish processing buildings and multiple ingress/egress routes from public roads. The Central Waterfront's Gateway District is home to Facility Security and Maintenance Operations and includes three buildings that will need additional security and surveillance coverage:

- 422 Gateway (Facility Security and Maintenance Office / Port Tenants and Conference Room)
- 424 Gateway (Mechanic Shop)
- 426 Gateway (Maintenance Shop)

Mooring Basins

The mooring basins are on the west and east sides of Astoria and separated by approximately two and a half miles of waterfront property. The West and East Basins contain 350 and 100 slips respectively and along with the Central Waterfront are host to thousands of vessel movements every year. The mooring basins are host to a large number of commercial fishing, recreational fishing and pleasure craft as well as high-activity centers during events such as annual Buoy 10 fishing season.

II. SCOPE/QUALIFICATIONS

A. Minimum Qualifications

To be eligible for consideration for the RFP, the Responder must meet the following minimum qualifications:

1. A minimum of five (5) years prior experience in the security camera and surveillance business, a security surveillance commercial enterprise or substantial equivalent;
2. Disclose any litigation in last 5 years pertaining to previous security contracts;
3. Each Responder must be in good standing with POA and all other federal, state, and municipal entities. For the purpose of this RFP, “good standing” means complying with all contractual provisions, including payment of financial obligations.

B. General Obligations

The successful Responder will be responsible for complying with all terms and conditions contained within the negotiated agreement with the Port; all other Local, State and/or Federal rules which may apply; and all applicable Port Security Grant Program conditions and restrictions.

The successful Responder must be an active legal entity and licensed to do business in the State of Oregon within thirty (30) days of approval of the agreement by the Port.

III. PROPOSAL CONTENTS

A successful proposal will contain the following:

A. General Information

1. Names and qualifications of corporate/company officers/owners;
2. Company address/location(s) and other appropriate contact information;
3. Brief history of the company;
4. Current operations overview with summary of current business activities;
5. A full description of Responder's entity (corporation, partnership, etc.) and identification of all parties including a disclosure of all persons or entities having a beneficial interest in the proposal;

B. Security Plan

1. Responder should supply a security plan including all recommendations, suggestions and expected outcomes of all infrastructure improvements. Each proposal should include a list of equipment and recommendations for each area outlined in Section 1. Each proposal should include:
 - a. Makes and models of servers, cameras, wireless bridges, supporting equipment and infrastructure and expected life of components and systems; information provided within each proposal should recognize wear patterns accelerated by Astoria's weather;
 - b. A detailed map of existing equipment/infrastructure and camera field(s) of coverage in tandem with suggested equipment locations and camera field(s) of coverage; recommendations regarding integration/upgrade of existing equipment or outright replacement;
 - c. A detailed budget including costs of equipment, labor, consulting and any additional associated costs (permits, subcontractors, etc.); proposed fees and charges for providing any services listed within the proposal;

C. References

1. Provide contact information for five (5) individuals that have had experience with the Responder's company.

D. Other Information

1. Responder may provide other relevant information to support their qualifications to provide the services described herein;

IV. PROPOSAL SUBMITTAL

A. Submittal Package

1. Responders shall submit seven (7) copies of its proposal.

B. Delivery

1. Proposals must be submitted to the Port of Astoria offices, 10 Pier One, Suite 308, Astoria, Oregon, 97103 in a sealed envelope marked "Proposal for Port Security Enhancements" Proposals will be received until February 16, 2018. Proposals will be distributed to Port staff for review and submission to the Port of Astoria's Board of Commissioners.

C. RFP Schedule

Issue Request for Proposal.....	January 17, 2018
Site Visits Begin.....	January 22, 2018
Last day for questions by Respondents...	February 9, 2018
Proposals due.....	February 16, 2018
Selection.....	February 23, 2018

D. Site Visit

Any Responders wishing to conduct a site visit of the Airport must schedule a time with Matt McGrath at the Port offices. Responders may contact Matt at (503) 298-0909, or via e-mail at: mmcgrath@portofastoria.com.

E. Questions

All questions must be submitted in writing to Matt McGrath at mmcgrath@portofastoria.com by February 9, 2018. An addendum to this RFP will then be issued to all parties with responses to all questions that have been received by the deadline.

F. Port Reservations

The Port reserves the following rights regarding a proposal response:

1. The Port may modify or otherwise vary the terms and conditions of the RFP at any time, including but not limited to, deadlines for submission, schedules and proposal requirements;
2. A response does not obligate the Port to an agreement;
3. Communication from a Port member does not constitute an agreement;
4. The Port may reject or refuse any and all proposals, or to cancel and withdraw the RFP at any time;
5. The Port may negotiate with any or all Responders in order to obtain terms most beneficial to the Port;

6. The information in this RFP is not intended to completely define the proposed contractual relationship to be entered into by the Port and the successful Responder. The contractual relationship will be delineated within the successful Responder's Facility Lease Agreement;