

ADDENDUM NO. 3

OHIO TURNPIKE COMMISSION

682 Prospect Street
Berea, Ohio 44017

**REQUEST FOR PROPOSALS
FOR TELECOMMUNICATIONS SYSTEMS MAINTENANCE SERVICE PROVIDER
AT ALL OHIO TURNPIKE COMMISSION FACILITIES**

RFP ISSUE DATE

June 30, 2009

MANDATORY PRE-PROPOSAL CONFERENCE

10:00 a.m. EDT, July 28, 2009

INQUIRY END DATE

5:00 p.m. EDT, August 7, 2009

OPENING DATE

2:00 p.m. (EDT), August 18, 2009

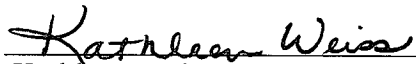
ATTENTION OF RESPONDING SERVICE PROVIDERS IS DIRECTED TO:

MINUTES FROM THE MANDATORY PRE-PROPOSAL CONFERENCE

ANSWERS TO QUESTIONS RECEIVED THROUGH 5:00 P.M., July 31, 2009

Issued by the Ohio Turnpike Commission August 3, 2009. Issuance authorized by L. George Distel, Executive Director and Kathleen Weiss, Director, Contracts Administration.


L. George Distel
Date 8/3/09


Kathleen Weiss
Date 8/3/09

Addendum No. 3
Ohio Turnpike Commission
Request for Proposals for Telecommunications Systems Maintenance Service Provider at all
Ohio Turnpike Commission Facilities

Minutes form the Mandatory Pre-Proposal Conference, July 28, 2009

On Tuesday, July 28, 2007 at 10:00 a.m. (EDT), the mandatory Pre-Proposal Conference for interested Service Providers was held at the Commission's Administrative Offices in Berea, Ohio.

All attendees were asked to sign-in and to turn in an original of the signed Confidentiality Agreement. A copy of the Attendees List is attached to Addendum No. 1. Attendees were also provided a Pre-Proposal Conference Agenda and copies of Addendum No. 1 and Addendum No. 2 to the RFP.

Welcome, Introductions and Highlights of RFP

The Conference began with a welcome by Dan Castrigano, Chief Engineer.

Mr. Castrigano introduced Dick Morgan, Director of I.S.; Bill Keaton and Chris Hobe from the Telecommunications Department; Kathy Weiss, Director of Contracts Administration; and Kevin Golick, the Purchasing Manager.

Mr. Castrigano reviewed the Conference Agenda explaining: that important features of the RFP would be reviewed by staff; how questions will be handled; and that the meeting would be followed by a tour of the Telecommunications Equipment Room and then reconvened for any more questions. He stated that the Minutes would be made available to all attendees.

Mr. Castrigano provided an overview of the scope of services for maintaining all of the Commission's Telecommunications Systems. Maintenance for the Systems, Subsystems and accessories is to be provided at all thirty-one (31) toll plazas, sixteen (16) service plazas (two (2) are to be rebuilt next year), three (3) Highway Patrol Posts, the Administration Building and the Telecommunications Building next door, which includes the Ohio State Highway Patrol. The RFP describes the staffing requirements for this Contract. Responding Service Providers must provide a monthly price for furnishing the required staffing as described in the RFP. (See PART XI at page 28). The number of technicians and managers required and the number of technicians' hours required under the Contract are also set forth in the Specifications.

Mr. Castrigano advised that the scope of the current maintenance contract is changing. He explained that the current Contract also provides for maintenance of the Toll Collection System, which is currently being replaced with a new System that will include the addition of electronic tolling (**E-ZPass**®). The Toll Collection System portion of the existing Contract has been removed and the new Contract will only be for maintenance of the Commission's Telecommunications Systems. He reviewed the term of the Contract, which

will be for three (3) years, with additional renewals at the Turnpike's discretion for two (2) additional terms of three (3) years each.

Mr. Castrigano turned the meeting over to Bill Keaton to highlight the technical aspects.

Overview of the RFP Specifications

Bill Keaton, the Commission's Telecommunications Manager, referenced those in attendance to page S-1 of the Specifications, specifically PART I, Section 1(B), the Scope of Services. He explained that the intent of the RFP is to obtain hands-on maintenance and repair services for the Commission's Telecommunications Systems. The Selected Service Provider will be responsible for performing preventive and corrective maintenance Monday thru Friday as well as emergency repairs on a 24/7 basis.

Mr. Keaton reviewed page S-2 of the RFP describing the 6 GHz Digital Microwave System, which comprises thirteen (13) repeater sites and twenty-one (21) transmit/receive terminal sites. It is used to provide voice communication to eight (8) maintenance buildings, twenty-two (22) toll plazas, two (2) State Highway Patrol Posts and the Administration Complex in Berea. Berea is located on the backbone and serves as the hub site for all of the Commission's Telecom Systems. The Commission utilizes Harris radio equipment and a Harris FarScan supervisory and control system to monitor alarms and manage the System. He advised that fourteen (14) spur paths were upgraded in 1995 due to an FCC mandate, and that the remaining spur sites and backbone were upgraded in 1999.

Mr. Keaton also gave an overview of the Fiber Optic System (page S-2). He explained that the Commission operates its own System, and that it provides voice and data transport to every Commission facility with the exception of the older service plazas that have yet to be renovated. As they are renovated, the Commission will add or connect those sites to the Fiber Optic System. Currently voice communication to those sites is provided by leased T-1's. He advised that the entire Fiber Optic System was replaced last year with all Cisco switchgear. It provides an OC-192 bandwidth capacity to the west and an OC-48 bandwidth capacity to the east. The Commission also has a redundant backup hub at Toll Plaza 161. In the event of a catastrophic failure, the entire System automatically switches over to the backup site at TP-161. The Commission is its own carrier Turnpike-wide, and subscribes to very few outside services.

Mr. Keaton briefly explained how the Commission operates two (2) VHF High-band Radio Systems (page S-3) to provide two-way communications to Commission staff, maintenance vehicles, contracted disabled vehicles services and contracted construction firms. The signal is extended via the Microwave System. The base radios were replaced three (3) years ago with Ericsson Master III's and the Commission uses Ericsson and Motorola mobile radios and a mix of GE, Tait and Kenwood portable radios. A Mod-U-Com PC-based dispatch console system (page S-4) is used to control the System from the two (2) Communication Centers at this facility, one (1) operated by the Commission and the other by the Highway Patrol. The two (2) Centers work hand-in-hand to respond to accidents, traffic back-ups, etc. and serve as first responders for any type of event. By means of touch-screen monitors, the dispatchers control the high-band circuits, the toll circuit and the PBX Phone System.

The PBX Phone System (page S-4) was replaced in 2005 with an NEC 2400 IPX switch at Berea and NEC 2000 IP switches at all the field sites with the exception of the remote tower sites and the six (6) older service plazas. NEC MATWorX is utilized for System administration, NEAXmail for voice mail and Trisys TAPIT for call accounting. All three (3) servers are accessible from a single KVM.

The Video Monitoring Systems (page S-4) installed at Berea and the Boston Maintenance Building utilize Pelco 8100 series DVR's and a combination of Sony and Pelco high resolution and ultra-high resolution cameras. Various other Systems (page S-5) include: the -48VDC Power Systems (which provides back-up power for the microwave equipment and the fiber optic equipment); UPS systems; Controlled Access Systems; and minor subsystems such as the Recording System in the Commission Room.

Mr. Keaton advised attendees of the requirement on Pages S-5 and S-6 for retaining a qualified tower rigger to perform antenna and antenna line maintenance on the thirty-three (33) communications towers.

Mr. Keaton noted that it is the responsibility of the Selected Service Provider to maintain an inventory of spare parts to support the Commission's Telecom Systems and that they must employ an electronic tracking database to document the purchase, transfer and use of these parts (page S-8). He also noted that all costs for spare parts, including shipping costs, purchased by the Selected Service Provider shall be invoiced to the Commission at the Selected Service Provider cost with no additional markup.

Mr. Keaton referred attendees to the preventative maintenance requirements on page S-9. It is essential that all the Telecom System equipment have preventative maintenance ("PM") performed. The PM schedule is outlined in this Section, and liquidated damages will be assessed for failure to perform PM's in accordance with the schedule. Examples of the PM reports are provided in Appendix D. A complete description of liquidated damages is provided in Section P(v) in the RFP's General Terms and Conditions.

Mr. Keaton discussed the hours of work for the Service Technicians (PART I, Section 1(E) on page S-11). The Service Technicians must be on duty from 8:30 a.m. until 5:00 p.m., Monday through Friday. Outside of normal working hours, there must be two (2) technicians available on-call for emergency repairs, one (1) to cover the western half of the Turnpike, the other to cover the eastern half.

Mr. Keaton referred attendees to PART I, Section 1(H) on pages S-12 - S-14 regarding "Safety." He noted that Responding Service Providers to the RFP should familiarize themselves with this Section as the Commission takes safety very seriously.

Mr. Keaton referred all attendees to PART I, Section 2(A) on page S-14 regarding Performance Requirements and Corrective Action. In the event of any System outage, it is imperative that service is promptly restored. Required corrective action times are clearly defined in this Section. He noted that liquidated damages will be assessed if corrective action is not performed within the time frame specified.

PART II, pages S-17 - S-19 covers Service Provider Qualifications. Responding Service Providers to the RFP must submit with their Proposal, on a separate sheet, all the

information required and requested in these Sections. Proposals must include an organizational chart identifying the maintenance and service personnel assigned to the Contract. The current service provider has allocated a General Manager, an Operations Manager, one (1) System Specialist Technician, one (1) Systems Technician and four (4) Field Technicians. The six (6) technicians must be fully dedicated to this Contract. Each will be assigned to cover a specific area of the Turnpike as described on pages S-20 and S-21. Each of the four (4) Field Technicians covers approximately sixty (60) miles of the Turnpike. The Systems Technician is assigned to the Administration Building to maintain the hub site. The Systems Technician Specialist is basically a floater. He is the guru of all the technicians. When the technicians get hung up, he should be able to figure out the problem and make corrections. The technicians must reside within thirty (30) miles of their assigned coverage area. Managers are not required to fully dedicate their time to the Contract. However, Responding Service Providers to the RFP must indicate on the Schedule of Compensation (PART XI at page 28 of the RFP) the minimum number of hours that they propose to have their managers work per week.

Dan Castrigano referred attendees to the Schedule of Compensation. Responding Service Providers shall provide their monthly lump sum fee to provide all services referenced in the RFP. The Schedule also includes spaces to fill in hourly wage rates, straight time, overtime, weekend and holiday rates for all the individuals assigned to the Contract. Responding Service Providers are to provide the number of hours that the two (2) managers are to be available for this Contract. The Commission does not expect that the hourly wage rates filled in on this sheet multiplied by the number of people assigned to this Contract will equal the monthly fee. The monthly fee is intended to be the wages for all personnel assigned to this Contract plus all office, overhead and profit built into this Contract. He cautioned that the hourly wage rates will not only be used to calculate amounts due the Selected Service Provider for any additional work that may be assigned under the Contract, but that these wage rates will also be used to deduct from fees due the Service Provider in the event personnel are not available to work the specified minimum number of hours per week. Mr. Castrigano also explained that, in the event that the Commission does have extra work on this Contract where the scope of services does not involve the individuals that are identified on the Schedule, the Commission will enter into negotiations with the Selected Service Provider to determine the levels of compensation and total price. In the event the negotiations are unsuccessful, the Commission reserves the right to obtain the services from a third party.

Overview of Submission Requirements and Legal Requirements

Kathy Weiss reminded everyone that they must turn in an original, signed Confidentiality Agreement. A copy will be sent back to everyone in attendance once they have been executed by the Commission.

Reference was made to page 4 of the RFP, PART III, Submission Requirements. The most important aspect of each Proposal will be the statements indicating that Responding Service Providers understand all of the requirements of the Specifications. Ms. Weiss noted that Responding Service Providers must complete all of the Compliance Statements requested with each PART of the Specifications. However, as requested in Section A of PART III, Responding Service Providers should also provide a general narrative detailing

how they plan to approach this three-year Contract in terms of maintaining the Commission's overall Telecommunications Systems.

Ms. Weiss reminded the attendees that they must be authorized and registered to do business in the State of Ohio (PART III, Section B). The Commission is seeking a firm preferably with an office in Ohio and that employs Ohio residents, however, if a non-Ohio company is more qualified, the Commission reserves the right to award to a non-Ohio firm. Ms. Weiss noted that there are probably several companies that are interested in a portion of this work who may be interested in joint venturing. With Addendum No. 1, the Commission added a provision to the Submission Requirements at the end of Section B that states if the Responding Service Provider is submitting a Proposal from a joint venture or partnership formed exclusively for the purpose of the Contract, then they must provide all information requested in this Section for all entities that form a part of the joint venture or partnership.

Ms. Weiss reminded everyone the importance of submitting references from other organizations for which Responding Service Providers have performed work in the past five (5) years, and providing names and contact information (PART III, Section D). Responding Service Providers should also provide the minimum qualifications of their personnel as well as the requisite training plan described in the Specifications (PART III, Section C). The Specifications also require submission of an initial schedule of operations covering, at a minimum, the first ninety (90) days of maintenance for the Commission's Telecommunications Systems (PART III, Section E) to include the personnel names, titles and assigned geographical areas of coverage for those personnel. Responding Service Providers must provide their most recent audited financial statements, which may be marked CONFIDENTIAL (PART III, Section F), and must also disclose any pending civil or criminal litigation or any other type of investigation that may involve their company or personnel (PART III, Section G). The disclosure requirements of Section G are a continuing requirement.

Ms. Weiss reminded everyone the importance of indicating who the primary contact person(s) will be for the Contract (PART III, Section H). If Responding Service Providers have any concerns with or exceptions to the Provisions in the RFP or Terms and Conditions, those concerns must be made known to the Commission prior to Proposal submission or, at the latest, with your submission so that the Commission can addend or correct any items brought to the Commission's attention (PART III, Section I).

Ms. Weiss explained that the Pricing Proposal must be sealed and submitted separately with the Technical Proposal. The Commission requires one (1) original and three (3) copies of both the Proposal and Pricing Proposal (PART III, Section J). Several documents attached to the RFP must also be completed (PART III, Section K), including: a completed, signed, notarized Non-Interest and Non-Collusion affidavit; a completed and signed Homeland Security Anti-Terrorism Form; and the Acknowledgement Form signed by an authorized official of the Responding Service Provider and, if a joint venture, all parties to that joint venture. Copies of any licenses required by Technicians to perform work on the Turnpike must also be submitted (PART III, Section L). Most importantly, if a Proposal is submitted without a \$300,000.00 proposal guaranty, the Commission will not entertain it (PART III, Section M). The proposal guaranty has to be included with the Proposal on the day that it is due and may be in the form of a proposal bond or certified

check payable to the Ohio Turnpike Commission. Proposal guaranty's will be returned to all Responding Service Providers, including the winning Service Provider once the Contract is executed.

Ms. Weiss then covered some of the Terms and Conditions starting at PART X on page 12. She advised that Responding Service Providers may want to have their legal counsel review the Terms and Conditions. She referenced the Drug-Free Workplace requirement at PART X, Section H on page 16, and that the Commission expects the Selected Service Provider to be enrolled in the Ohio Drug-Free Workplace Program administered by the Ohio Bureau of Workers Compensation. If a Responding Service Provider submits a certificate of pending enrollment or enrollment in the BWC Program, that will be sufficient for purposes of the RFP response. If the Responding Service Provider is not a participant and cannot find a way to fit it into their organizational structure, it will be required to show the Commission an adequate drug-free workplace program that meets or exceeds the criteria of the Ohio BWC program.

Ms. Weiss discussed the Insurance provisions and requirements that begin on page 21 of PART X, Section Q. Responding Service Providers must submit for examination by the Commission's Risk Management Coordinator a certificate of insurance indicating the requisite types and levels of coverage. Responding Service Providers must also demonstrate their ability to obtain and provide the Commission with the requisite one million dollar (\$1,000,000.00) annual Performance Bond. A question regarding this requirement was answered in Addendum No. 2. Ms. Weiss also mentioned the provision regarding Assignment of Contract (PART X, Section D on pages 13 & 14). A question was asked about Selected Service Providers Exhibit No. 1, which was also answered in Addendum No. 2. The RFP requires that a statement be attached setting forth the name of each person in the corporation having a 10 percent (10%) or greater ownership in their firm. This information helps the Commission in evaluating compliance with Ohio's Campaign Contribution laws and also in the event the Selected Service Provider ever seeks to assign its Contract to another party.

Ms. Weiss encouraged everyone to take time to review the provisions related to Liquidated Damages and Termination (PART X, Section P(v) at page 20). All monetary amounts related to failure to perform preventative maintenance or corrective action in a timely manner are set forth in this Section. Ms. Weiss also reminded attendees to make note of the technical deletions from the scope of the Specifications that were issued in Addendum No. 2 on this day. Lastly she advised everyone to try to keep their communications restricted to e-mail with Kevin Golick's office. This allows the Commission to maintain a level playing field. The Commission will provide answers to all questions asked by everyone in Addendum No. 3 that will be issued within the next week.

Communications Restrictions, Important Dates and Pricing Submission Instructions

Kevin Golick advised that he will add all the attendees to his distribution list for e-mail so everyone will receive copies of Addenda, questions and answers, etc. If an electronic copy of the original binder is needed, send him an e-mail to request one. Addendum No. 1 was issued on July 14th and sent out via e-mail. The purpose of Addendum No. 1 was primarily to change important dates and add the Confidentiality Agreement. Addendum No. 2 was issued this day, July 28, which answered a couple of questions and advised of

deletions that have been made to the Specifications. Both Addenda are also on the Commission's Website.

Mr. Golick also discussed the Inquiry Deadline which is August 7 at 5:00 PM. He noted that all questions must be submitted to him via fax or e-mail by 5:00 PM on that date. Any questions after that time will not be considered for this RFP. He also requested that questions be submitted in groups of five (5) or ten (10) and not twenty (20) or thirty (30).

Mr. Golick discussed the Pricing Submission Instructions (PART XI) on page 27. The Pricing Proposal must be sealed and submitted separately. Please submit only one (1) original (marked "Original") and three (3) copies (marked "Copy"). Pricing must not be included on the five (5) disks that have been requested in addition to the one (1) original and three (3) copies of the Technical Proposal because the disks are given to the Evaluation Team that reviews the Technical Proposals. They will only be evaluating technical aspects, and pricing will not be reviewed until evaluation of the Technical Proposals is complete.

Mr. Golick reminded all attendees that the Proposal submission deadline is August 18, 2009 at 2:00 PM (EDT). Bids will be opened in the Commission Room. He will only read names of the firms that submit responses. Any forthcoming Addenda will be posted on the Commission's Website, however, Mr. Golick advised everyone that a copy of the Attendees List will be available for all attendees as they leave today as well.

Questions and Answer Session

Dan Castrigano reminded everyone that, through award of Contract, Mr. Golick is the only point of contact they should have with the Commission regarding the RFP. He opened the floor for questions and none were asked.

Facility Tour

Bill Keaton and Chris Hobe provided a tour of the Telecommunications Equipment Room after which the Pre-Proposal Conference was reconvened.

Reconvening and Adjournment of the Pre-proposal Conference

The floor was opened again for questions by Mr. Castrigano. As no questions were asked, Mr. Castrigano adjourned the meeting.

Questions and Answers through July 31, 2009

Q#3 Are you able to provide an original electronic version of RFP pages 28 and 29? It will aid us in completing the pricing to be submitted (we'll be able to simply complete the data fields for you).

A#3 ***Yes, the information will be sent via email to all Pre-proposal Conference Participants.***

Receipt of Addendum No. 3 to the Request for Proposals for Telecommunications Systems Maintenance Service Provider at all Ohio Turnpike Commission Facilities is hereby acknowledged:

(Firm Name)

(Signature)

(Printed Name)

Date: _____

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MANDATORY PRE-PROPOSAL CONFERENCE
RFP FOR TELECOMMUNICATIONS SYSTEMS MAINTENANCE SERVICE PROVIDER
AT ALL OHIO TURNPIKE COMMISSION FACILITIES
TUESDAY, JULY 28, 2009 – 10:00 a.m.

SIGN-IN SHEET – PLEASE PRINT

<i>OTC - Purchasing</i>		
Name of Organization	Address	
<i>Kevin Golick</i>		
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC - Telecommunications</i>		
Name of Organization	Address	
<i>Bill Keaton</i>		
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC</i>		
Name of Organization	Address	
<i>George Distel</i>		
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC</i>		
Name of Organization	Address	
<i>DAN CASTRIGIANO</i>		
Contact Name	Ph. Number and Fax Number	Email Address
Name of Organization	Address	
Contact Name	Ph. Number and Fax Number	Email Address

MANDATORY PRE-PROPOSAL CONFERENCE
RFP FOR TELECOMMUNICATIONS SYSTEMS MAINTENANCE SERVICE PROVIDER
AT ALL OHIO TURNPIKE COMMISSION FACILITIES
TUESDAY, JULY 28, 2009 – 10:00 a.m.

SIGN-IN SHEET – PLEASE PRINT

<i>OTC - Telecom</i>		
Name of Organization	Address	
<i>Chris Hobbs</i>	<i>X1243 - Telecom</i>	
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC</i>		
Name of Organization	Address	
<i>DICK Morgan</i>		
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC</i>		
Name of Organization	Address	
<i>George Distel</i>		
Contact Name	Ph. Number and Fax Number	Email Address
<i>OTC - CONTRACT</i>		
Name of Organization	Address	
<i>KATHLEEN WEISS</i>		
Contact Name	Ph. Number and Fax Number	Email Address
Name of Organization	Address	
Contact Name	Ph. Number and Fax Number	Email Address