



VIRGINIA INTERNATIONAL TERMINALS, LLC
601 WORLD TRADE CENTER, NORFOLK, VA 23510
(757) 683-8000

November 28, 2016

ADDENDUM NO. 2 TO ALL PROPOSERS

Request for Proposals: RFP #2017-23

Cisco Equipment and Support Services

Closing Date: December 2, 2016 @ 2:30 p.m.

The following questions, answers and clarifications are provided to all offerors:

1. Please note that the closing date has been extended until December 2, 2016 @2:30 p.m., local prevailing time.
2. Is The Port also interested in Cisco Audio/Video technology as part of this RFP or is it only networking and security?
The Port is interested in telephony and teleconference as well.
3. Can you provide any guidance on the volume of shipping that is contemplated under this RFP?
 - a. There will be international shipping required so understanding the nuances of what can be shipped and how to track it is critical.
 - b. There will be a substantial amount of Cisco equipment shipped from Cisco to the Ports as expansion begins at Virginia International Gateway and Norfolk International Terminals begins its "Optimization" project.
 - c. Much of the equipment ordered will be for expansion but there will be a substantial replacement of older Cisco technology as well.
4. Can you provide any guidance on specific requirements in terms of logistics reporting?
 - a. The Port needs to be able to track any quote or order, any RMA, and have the partner be able to clearly identify the status and location.
 - b. Preference would be to allow for remote access to an order status/tracking system.
5. Will any/all of the equipment shipped overseas be installed and managed by the successful offeror?
It is possible that the successful offeror will install equipment at one of The Port locations but installation overseas will not be required.
6. What information exactly are you looking to understand in the desired tracking reports and what is the desired formats concerning consignment equipment?
 - a. Order/Return status and location.
 - b. RMA (Return Material Authorization) status with associated order.
 - c. Financial expenditures reports by order and summary.
7. What is your definition of "consignment equipment"

Equipment that The Port has ordered but the successful offeror has taken responsibility for and shipped to a destination other than a Port location.

8. How would you like vendors to “show demonstrated responsibility for all RMAs and credits” – a spreadsheet of RMAs and/or credits or in narrative?

Spreadsheet, Credits, in-person status meetings

9. Regarding Section IV, customer pricing is extremely protected. What is the “evidence” necessary needed to satisfy this offeror qualification?

- a. Statement from the company guaranteeing the retail discount.
- b. A statement and examples from the offeror on its capabilities for producing reports online and in person would be helpful.

10. How is the weighting of the “respondent’s discount in excess of 55%”. Is it all or nothing to gain the 20% or is it incremental. And if incremental, what is the formula used to calculate that evaluation criteria? Add formula

- a. Cisco will guarantee a minimum discount to all offerors.
- b. Please state your intention to go above and beyond the Cisco discount. This will be periodically audited to assure the best price for The Port and Commonwealth.

11. List of parts.

Note that this is only an estimate and VIT is not obligated to purchase any or all of these parts:

Product	Estimated Quantity	Comment
IE-3000	258	86 cranes x 3 per crane. These will be shipped to Poland
IE-3000	30	Gate Lanes North Gate
IE-3000/4000	60	Light pole installation at NIT N&S
3850-24 port SFP	43	1 per stack
3850-24 port POE	43	1 per 2 stacks
Nexus	4	1 for VIG/MLB + 3 for NIT
Nexus – FEX	25	Assume 1 per rack x 25 racks est
3850 – 48 port POE	15	NIT upgrade + Acosta building
1552-E WAP	60	One per light pole – assumes NIT moto mesh replacement

IE-3000/4000	40	Two per STS (14+2 NIT) + 4 VIG
ASA	6	Assume upgrade for existing firewalls at various internet connection locations
3850- 24 port SFP	10	OCR portals (6 North Gate + 2 VIG)
Phone Systems (various sizes)	5	Conversion to on-premises phones. One per building – except VIG

12. How does VIT intend to recover VAT Taxes for shipments to Poland?

This is a VIT issue that will be handled internally.

13. Does VIT currently have a relationship with a freight forwarder who is handling shipments into Poland so that VAT taxes can be recovered?

Yes.

14. If VIT has an existing freight forwarder, will they allow the reseller access to their tracking system?

The contractor selected will be responsible for establishing a freight forwarder relationship.

15. Please list the overseas locations where Cisco products may be shipped.

Poland

16. What specific Cisco product does Virginia International Terminals, LLC anticipate purchasing

See #13 above

17. Will there be encryptions requirements. If yes, please specify.

Standard encryption that comes with the devices only and any regulations pertaining to shipping those encryption modules overseas will apply.

18. Will any post-sales implementation/support be required at an overseas location?

Not at overseas location.

19. What is the anticipated NTE contract value?

Estimated \$1.5M

20. Does VIT anticipate Products being configured prior to shipping?

In some instances we will require the contractor to configure the products.

21. Will VPA and VIT both issue contracts or will one cover both entities?

Each entity will issues its own contract; both for the same services.

22. Will installation be required?

a. Some of the time

If yes, is cabling required?

TBD

If yes, stateside and where

Local Ports (Hampton Roads)

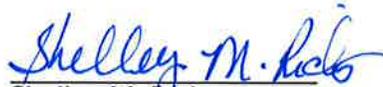
If yes, overseas and where?

No

23. If yes, are there special security requirements or background checks be required for access?
TWIC access for technical assistance and building access will helpful.
24. DOA vs. Break-fix. When you refer to devices needing RMA, are you referring to devices that arrive DOA straight from the manufacturer? Or, are you referring to devices that break after implementation, at a later date, during the 5 year contract period.
All of the above during the contract period.
25. Does VIT have an expectation that items returned under warranty or SmartNet coverage will be issued a credit vs. and exchange for a working device?
If the device was ordered, it is VITs expectation that the device be returned if sent DOA or Break-fix. Bottom line: we need a working device.
26. Does the VIT have an expectation that the partner will need to provide ongoing break-fix services for the 5 year term of the contract?
For the duration of the contract.

Note: A signed acknowledgement of this addendum must be received via email to proposals@portofvirginia.com either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Very truly yours,



Shelley M. Ricks
Procurement Analyst

Name of Firm

Signature/Title

Date