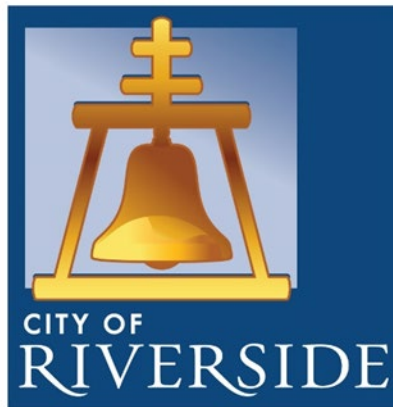


**INVITATION TO BID
FOR
CHECK POINT FIREWALL REPLACEMENT**

BID NO. 7941



City of Arts & Innovation

ISSUED BY

City of Riverside
Innovation Technology Department
3900 Main Street
Riverside, California 92522

BIDS DUE

SEPTEMBER 2, 2022

BEFORE 3:00PM PDT

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Exhibit A – Sample Professional Consultant Services Agreement

Exhibit B – Disclosure Questionnaire

1. Introduction

The City of Riverside (“City”) is seeking a qualified entity or individual (“Company”) to replace the City’s Check Point Firewalls with new Check Point Firewalls. The City anticipates selecting one bidder who will work closely with Check Point to provide the necessary products and associated services based on the Check Point SKU numbers.

2. Schedule of Events

Event	Date	Time
Invitation to Bid Released	08/25/2022	N/A
Final Questions Due	09/01/2022	Before 3:00 p.m. PDT
Responses to Questions Released	09/08/2022	N/A
Bids Due	09/19/2022	Before 3:00 p.m. PDT

The City reserves the right to amend, withdraw and cancel this Bid. The City reserves the right to request or obtain additional information about any and all submittals before making an award.

3. Scope of Supplies/Services To Furnish and Perform

The City is seeking to upgrade a pair of their existing Check Point Firewalls. Currently, this upgrade will take an existing clustered-pair of firewalls located at City Hall to a “stretch-cluster” with one being located at City Hall (3900 Main St. Riverside, CA 92522) and one being located at the City’s Emergency Operations Center located within the City of Riverside (address to be provided after award). The City follows the Open System Interconnection model (OSI model) to describe its network features and capabilities, as described here: https://en.wikipedia.org/wiki/OSI_model. The OSI model defines Layer 1 as physical network connectivity, Layer 2 as data link layer, and Layer 3 as network layer. The City has Layer 1, Layer 2 and/or Layer 3 network communications available, for these new Check Point Firewalls, between these two locations. This means the City Hall and City’s Emergency Operations Center locations having physical cabling (layer 1), node-to-node data transfer (layer 2), and network layer transferring of packets from one node to “different networks” (layer 3) available. This network transports are generally regarded is high spend and low latency network connections. At the time of submittal, bidder must submit proof of their 4 (four) star or greater Check Point Partner level rating.

For the Advanced Technical Account Management SKU number, which includes 10 days off-site + 2 days on-site support services, the City envisions this as a potential schedule (subject to change):

On-premises days:

- On-premises day 1 (one): Rack and stack physical equipment at each data center locations
- On-premises day 2 (two): Support cutover

Off-site days would include but are not limited to services such as:

- Logical routing review

- Review outside IP space (not changing)
- Review DMZ IP space (not changing)
- Re-configure Interfaces or sub-interfaces and / or routing if required to allow stretching of all Firewall interfaces between City Hall and the Emergency operations center
- Implementation of upgraded logging server and management server
- Conversion of all existing policies including but not limited to Firewall, application, web filtering, threat prevention, threat extraction and identity awareness within the existing R80.30 to R81.x
- Cut-over planning and deliverable of production change request document
 - a. Test plan of policies, application blades, management, logging, HA/Failover, Quality assurance and quality control
 - b. Rollback plan
- Finalized firewall system in production
- Warranty and post cutover support of the provided professional services

All appointments for on-site installations must be scheduled 1 week in advance. Appointments will be scheduled through a designated City employee identified at time of vendor selection.

Additionally, black out days for installation are on City Council Tuesdays' meeting days and must occur between Monday – Thursday, during the business hours of 8:00 AM – 4:00 PM. Deliveries will be accepted Monday – Friday, between the hours of 8:00 AM – 4:00 PM. No after hours, no exceptions to both delivery and day 1 installation days and time. The majority of day 2 services are expected during business hours, with the exception of the production cut-over support services, which will be after-hours. The production cut-over is also subject to black out days on City Council Tuesdays' meeting days.

The winning bidder shall furnish all products and services to the City for the prices stated in their electronic bid.

4. Inquiries

If prior to the date fixed for submission of Bids, a prospective Company discovers any ambiguity, conflict, discrepancy, omission or other errors in this Bid or any of its appendices or exhibits, the Company shall immediately notify the City of such error in writing and request modification or clarification of the document.

All requests for clarifications, changes, exceptions, deviations to the terms and conditions set forth in this Bid must be submitted through Planet Bids under the “Q & A” tab prior to the Online Q&A Deadline. Requests submitted after the Q&A Deadline has passed will not be accepted or considered.

The Final day for receipt of questions is noted in Section 2 of this document, all communications must be submitted in the manner set forth above. Any verbal communications will not be considered or responded to. All questions received by the due date will be logged and reviewed and if required, a response will be provided via an addendum to the Bid that will be posted on the City's website. **Any communications, whether written or verbal,**

with any City Council member, City Mayor, or City staff prior to award of a contract by City Council or in any manner other than as directed by Purchasing Staff, is strictly prohibited and the Bidder shall be disqualified from consideration.

5. Completion of Bid Response

Bid Response shall be completed in all respects as required by this document. A bid may be deemed non-responsive if conditional or incomplete, or if it contains products not specified. Bids which contain false or misleading statements shall be rejected or deemed non-responsive. Responses shall contain pricing information for Next Generation Threat Prevention and Sandblast for additional 1 year for 16200 PLUS Appliance. Line items requesting Maintenance costs for Continuation Years are for information only, and shall not be included in the final price determination.

Costs for developing Bid Responses are entirely the responsibility of the Bidders and shall not be chargeable to the City. The City shall not be liable for any costs incurred in response to this Invitation to Bid.

6. Delivery/Submission of Bids

All prospective Companies submitting a bid must appear as a Prospective Bidder. Companies can register at <https://www.planetbids.com/portal/portal.cfm?CompanyID=39475>. Once registered, Companies must download the Invitation to Bid under their own name to appear on the Prospective Bidders tab. Companies that fail to appear as a Prospective Bidder for this Bid will not be able to submit a valid bid response. If a Company is unable to register or download the Invitation to Bid from the bidding website, a representative may contact Planet Bids at (818) 992-1771.

Documentation on products offered in the bid are a required portion of this bid. Additionally, all terms of software licenses and services requested (including warranty information) is a required portion of this bid. Failure to provide either the product documentation or the service and warranty information or failure to provide both as part of the bid response shall cause a bid to be deemed non-responsive.

The City reserves the right to reject any and all bids and to waive information and minor irregularities in any bid response received.

The time and date are fixed, and extensions will not be granted unless specifically stated by the City in an addendum to this Invitation to Bid. Responses not received before the bid event time will not be accepted.

7. Addenda

All addenda issued during the time of bidding must be acknowledged electronically via the bidding website. Any addendum for this bid that is not properly acknowledged shall cause a bid to be

deemed as non-responsive. Addenda notifications will be provided to those Companies appearing on the Prospective Bidders listing.

8. Pricing

Pricing submitted shall be complete for the full purchase and the initial term of coverage for all equipment, software subscription and premium support, taxes, shipping and services. No additional fees may be added after the bid due date and fees shall be altered after the due date has passed. If pricing for one of the noted line items is contained within another line item, please input a price of \$0 for that line item and comment as to which item already contains that pricing. There is no line for inputting tax as the items include both the items themselves and warranties for them. Prices submitted electronically shall include tax, no exceptions. In the event that a bid submitted does not include tax in the electronic items either in the individual item pricing or using one of the additional fees lines it will be deemed nonresponsive at the time of such change. In addition, Responses shall contain pricing information for Next Generation Threat Prevention and Sandblast for additional 1 year for 16200 PLUS Appliance for two additional years. Line items requesting Maintenance costs for Continuation Years are for information only, and shall not be included in the final price determination.

9. Withdrawal of Bids

All bids submitted shall be firm offers and pricing shall remain valid for a period of one hundred twenty (120) days following the deadline date for bid submittal. Submitted Bids may be withdrawn at any time prior to the submission deadline.

10. Award of Bids

The bid, if awarded, shall be awarded to the lowest responsive and responsible bidder whose bid complies with all the requirements prescribed. The low Bidder shall be determined by the the lowest cost of all Base items.

In the event that total pricing exceeds \$50,000 award will be formally made publicly at a City Council meeting of a date to be determined upon tabulation of bids and verification of responsiveness.

11. Public Records

All Bids submitted in response to this Invitation to Bid become the property of the City and pursuant to the Public Records Act (Gov. Code, § 6250 et seq.) are public records, and as such may be subject to public review at least 10 days before selection.

The Company must notify the City in advance of any proprietary or confidential materials contained in the Bid and provide justification for not making such material public. The City shall have sole discretion to disclose or not disclose such material subject to any protective order that

the Company may obtain. Note that under California law, pricing to a public agency is not a trade secret.

12. Protest Procedures

A Proposer not selected by the City for the award of the Contract desiring to protest the City's selection, may do so by following the City's Procurement Protest Procedures in Administrative Manual, section 07.019.00. Protests not conforming to this procedure will be rejected as invalid. The City's Protest Procedures are available on the City's website at <https://riversideca.gov/finance/pdf/2017/07.019.00-Procurement-Protest-Procedures.pdf>.

13. Cancellation

The City retains the right to cancel this Bid at any time, should it be deemed to be in the best interest of the City. No obligation either expressed or implied exists on the part of the City to make an award based on the submission of any responses.

14. Terms and Conditions

A Sample Agreement containing the City's terms and conditions for installation is attached to this document. Onsite installation requires a City of Riverside Business Tax Certificate as well as proper insurance (noted in sample agreement) to be valid at the time of installation. A bidder may be awarded the bid prior to obtaining or renewing a business tax certificate with the City but shall obtain one prior to performance of installation. The Risk Management Division has indicated that they would be willing to waive the Errors and Omissions insurance requirement shown in the sample agreement provided with the bid. However, Risk Management has also indicated that the requirement for Technology Professional Liability remains.