
Request for Proposal

The Stockbridge-Munsee Community

Request for Proposal

Information Technology SAN Assessment 2018

03/06/2018

1 STATEMENT OF WORK

1.1 PURPOSE

The purpose of this Request for Proposal (RFP) is to invite prospective consultants to submit a proposal to assess the current MIS environments for Stockbridge-Munsee Community. Upon selection, the selectee will:

- A. Travel to and survey North Star Mohican Resort and Stockbridge-Munsee Community's IT infrastructure.
- B. Meet with key stakeholders to assess current functioning and future needs. (Casino and Tribal IT managers; Casino General Manager; Tribal Administrator; Health Center Director; and Tribal Council).
- C. Identify deficiencies with storage, servers, and network.
- D. Make recommendations to improve IT infrastructure.
- E. Development timeline and potential budget needed to complete the recommendations selected by the Stockbridge-Munsee Community.
- F. Draft an RFP for the selected recommendations and assist with reviewing proposals submitted.

1.2 SCOPE OF WORK

- A. Consultant to assess the current condition of the following:
 - 1. The current condition and feasibility of the existing IT transport system (Copper cabling, Interconnect points, Fiber optic cabling).
 - 2. MDF & IDF evaluation to ensure the proper sizing – rack space for the called upon tasks. HVAC sizing per room, BTU displacement as well electrical service capacity for all equipment currently in use. The growth and or expansion possibilities will be taken into consideration as well.
 - 3. Network switch(s), Servers and Storage requirement evaluation to ensure smooth operations for the foreseeable future and the ability to perform in the needed capacity.
- B. Consultant to provide detailed report on findings of initial evaluation. Report to be delivered via soft copy to the Tribal Council within ten (10) business days of initial inspection.
- C. Consultant to prepare a comprehensive deficiency report within twenty (20) business days of engagement outlining a proposed set of recommendations to bring the IT infrastructure up to date for modern transmission speeds and performance as well as proposed specifications for any failing or inadequate equipment, unmet storage needs and any security issues.
- D. Consultant shall prepare an RFP for the recommendations accepted by the Tribal Council. The RFP shall include timeline for performance, site specific requirements, equipment / materials needed and installation guidelines.

Consultant shall also prepare an estimated budget to help evaluate any proposals received.

- E. Consultant shall provide a job walk for vendors interested in the RFP. This will ensure a well-prepared proposal and an adequate understanding of the project.
- F. Consultant shall evaluate each proposal submitted from participating vendors. Consultant shall supply the Tribe with a written evaluation of all proposals along with a recommendation of award to one of the participating vendors based on adherence to RFP criteria, company standing/ability to complete the scope of work on time and on or under budget.

1.2 COMPENSATION

Total cost of the project shall be broken down by each scope area listed above A – F. All projected costs including travel must be presented with your proposal. Lodging and meals will be provided by North Star Mohican Casino Resort at no cost to consultants. Pricing is based on a dining credit of \$45.00 per day, per person while on property during the consultants stay.

1.3 TIMING

Project scope A – C shall be completed no later than 20 business day from contract for services execution. Project scope D – F shall be completed no later than 30 business days from the Tribe selecting which recommendations to pursue.

1.4 CREDENTIALS

Consultant shall identify the core team to be engaged on the project including their bios and credentials. Consultant shall also disclose any firms affiliated with Consultant for conflicts purposes. Consultant shall supply references for at least three (3) similar projects.

Familiarity with network needs in Tribal Gaming, Tribal Government and Tribal Health Care must be demonstrated. An insurance certificate identifying general liability coverage, errors and omissions coverage and workers compensation coverage (if applicable) shall be submitted as part of the proposal.

1.5 CONFLICTS

The Consultant and any firms affiliated with Consultant will be ineligible to participate in any RFP generated by the Scope of Work.

2 GENERAL INFORMATION

2.1 THE ORGANIZATION

Casino Environment Server/SAN

1. (12) HP 3PAR BL460C G8 - Installed April 2015
2. (2) HP SS7700 3PAR - SAN Installed April 2015
3. (1) HP380 G9 3PAR - Standalone for 3PAR MGMT Installed May 2015
4. (1) HP ML580 G9 - Standalone Misc. Server Installed May 2015
5. (3) HP DL380 G8 - Installed October 2012
6. (4) HP P4500G2 - SAN Installed October 2012
7. (2) HP 4530 - SAN Installed January 2015

Casino Environment Switches

1. (2) HP 5900-AF-48G-4XG-2QSFP+ - Core Switch Installed April 2015
2. (4) HP 5900-AF-48XG-4QSFP+ - Uplink Switch Installed April 2015
3. (17) HP 5130-48G-PoE+-4SFP+(370W) EI - Data Closet Switches Installed April 2015
4. (36) HP 5130-48G-4SFP+ EI - Gaming Floor Switches Installed April 2015
5. (5) HPE 5130 24G PoE+ 4SFP+ 1-slot HI Switch JH325A - Hotel Floor Switches Installed August 2016
6. (5) Aruba 2930 F-JL256A - Hotel Video System Switches Installed January 2018

Tribal Environment Server/SAN

1. (1) HC HP P2000 LFF - installed 1/25/2012
2. (1) Admin HP P2000 LFF installed 1/21/2011

Tribal Environment Switches

1. (Admin) (5) Aruba 2920-48G J97298 installed 2017

2.2 SCHEDULE OF EVENTS

The following is a tentative schedule that will apply to this RFP, but may change in accordance with the organization's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited bidders.

Issuance of RFP	05/30/2018
RFP Closes	06/29/2018 (4 Weeks)
Final Award Notification	07/20/2018 (1 Weeks)
Delivery of Written RFP	07/31/2018 (6 Weeks)

3 PROPOSAL PREPARATION INSTRUCTIONS

3.1 VENDOR'S UNDERSTANDING OF THE RFP

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to the Stockbridge-Munsee Community as necessary to gain such understanding. The Stockbridge-Munsee Community reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, the Stockbridge-Munsee Community reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such understanding. That right extends to cancellation of award, if award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to the Stockbridge-Munsee Community.

3.2 GOOD FAITH STATEMENT

All information provided by the Stockbridge-Munsee Community in this RFP is offered in good faith. Individual items are subject to change at any time. The Stockbridge-Munsee Community makes no certification that any item is without error. The Stockbridge-Munsee Community is not responsible or liable for any use of the information or for any claims asserted there from.

3.3 COMMUNICATION

Verbal communication shall not be effective unless formally confirmed in writing by a specified procurement official in charge of managing this RFP process. In no case shall verbal communication govern over written communication.

- 3.3.1 **Vendors' Inquiries.** Applicable terms and conditions herein shall govern communications and inquiries between the Stockbridge-Munsee Community and vendors as they relate to this RFP. Inquiries, questions, and/ or requests for clarification related to this RFP are to be directed in writing to:

Stockbridge-Munsee Tribal Secretary
N8476 Moh He Con Nuck Road
P.O. Box 70
Bowler, WI 54416

Attention: Jerilyn Johnson
Telephone: (715) 793-4387
Fax: (715) 793-4887
E-mail: jerilyn.johnson@mohican-nsn.gov

3.4 PROPOSAL SUBMISSION

Proposals shall be in writing and identify the bidder's pricing for providing the requested products and services, as well as other information requested in this RFP. Consultants shall identify to the Stockbridge-Munsee Community any discrepancies, errors, or omissions that may exist within this RFP. Consultants may recommend to the Stockbridge-Munsee Community any enhancements, which might be in the Stockbridge-Munsee Community's best interests. These should be included as alternatives in the final proposal.

Proposals must be delivered in a sealed envelope marked "Information Technology SAN Assessment 2018" on the outside to:

Mail

Jerilyn Johnson, Tribal Secretary
Sealed Bid – Information Technology SAN Assessment 2018
Stockbridge-Munsee Community
N8476 Moh He Con Nuck Road
P.O. Box 70
Bowler, WI 54416

on or prior to 06/29/2018, 4:30 p.m. CST. The Stockbridge-Munsee Community shall not accept proposals received by fax or email.

Vendors are to submit 1 original copy of proposal marked "Original" and 2, marked "Copy." Each original and copy must be individually bound.

All materials submitted shall become property of the Stockbridge-Munsee Community and will not be returned to the Consultant.

The Respondent should not use any intellectual property of The Stockbridge-Munsee Community including, but not limited to, all logos, registered trademarks, or trade names of, The Stockbridge-Munsee Community at any time without the prior written approval of The Stockbridge-Munsee Community, as appropriate.

3.5 CRITERIA FOR SELECTION

The evaluation of each response to this RFP will be based on its demonstrated competence, compliance, format, and organization. The purpose of this RFP is to identify consultants that have the interest, and capability, to supply the Stockbridge-Munsee Community with the identified Scope of Work.

The successful consultant will be selected in accordance with tribal bid policies, as applicable. The Tribe reserves the right to revise the selection process and, in its sole discretion, to accept or reject any or all responses to this RFP. The Tribe may negotiate with or request additional information from any or all considered bidders. The Tribe may waive informalities or irregularities in a proposal. The successful bidder will be required to enter into a written contract with the Tribe. The successful bidder will be required to carry all appropriate insurance, such as professional liability, errors and omissions, general liability, vehicle and worker compensation coverage's. The successful bidder must not engage in discriminatory conduct and may not be a barred contractor under tribal or federal contracting requirements.

Evaluation Criteria:

1. Capability of consultant to meet or exceed requirements set forth in Scope of Work.
2. Expressed interest in working with the Stockbridge-Munsee Community.
3. Ability of vendor to communicate its vision and capacity for establishing a relationship that addresses current and future needs and trends in the industry.
4. Apparent likelihood and desirability of proposal.