

CITY OF NEW YORK
Date of Issue: January 31, 2012

THE CITY OF NEW YORK
OFFICE OF EMERGENCY MANAGEMENT
REQUEST FOR INFORMATION (RFI)
RE:

Network Infrastructure

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AUTHORIZED AGENCY CONTACT PERSON

Responders are advised that the Authorized Agency Contact Person for all matters concerning this Request for Information is:

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Generally, the Logistics staff for NY-TF1 work on-site at the US&R warehouse and are responsible for maintaining and repairing equipment as well as conducting equipment inventory. Logistics Managers use an inventory management system to track equipment and to make purchase requests. Occasionally, Logistics Managers will conduct these activities remotely.

Task Force Leaders (TFLs) update the team personnel data on a regular basis. These records include personal (sensitive) data as well as training records. TFLs update this data remotely while working at their respective agency offices.

Section IV – Purpose of RFI

NYCOEM is issuing this Request for Information (RFI) to explore ways to build a network infrastructure that is secure and scalable.

NYCOEM anticipates that based on the information received in response to this RFI, a Request for Proposals (RFP) may be issued at a future date to seek one or more contractors to develop and install the necessary infrastructure to support the US&R program at its warehouse and the ability for remote access for multiple users. **Vendors should note that no contract will be awarded pursuant to this RFI. NYCOEM may choose to follow up on responses to this RFI in any fashion that NYCOEM may deem to be useful to the purposes of the RFI, including follow up discussions with any or all of the RFI responders. Likewise, submission of a response to this RFI will not enhance any vendor's chances to be either included in any preferred vendor's list, or be awarded a contract pursuant to any RFP, should one be issued in the future.**

SECTION V - Content of the Response

Responses to this RFI may include, but are not limited to, possible approaches to any or all of the following categories listed below. No specific format is required for responses to this RFI. Responders are encouraged to comment on the viability of, and best practice models for achieving the improvements outlined in this RFI, including whether having one or more vendors would facilitate obtaining these goals. Responders are also encouraged to submit any additional comments and suggestions.

Integrated Wired / Wireless Infrastructure

- Currently NY-TF1 has its PCs configured for a workgroup environment. This was preferred as our equipment may be deployed modularly into the field. To maintain flexibility, NY-TF1 plans to steer away from this model in preference of a domain controller or server. NY-TF1 prefers to house a centralized data server within its warehouse and is interested in gaining information on best possible server solutions for a warehouse environment and the team's specific IT needs.
- NY-TF1 is seeking comment on effective ways to install an integrated network in the US&R warehouse covering 10,000 square feet. This square footage includes rooms on several different floors and in areas which are separated by structural walls. Due to structural issues, wireless connectivity is not always fluid between areas. This warehouse is NOT a permanent location and we are looking for input on cost effective solutions to create a network (i.e. Ethernet port with wireless access point combination or other technology combinations). This infrastructure needs to accommodate an average of 20 users operating within the confines of the warehouse as well as remotely. Operators would be using hard wired computer terminals, wireless laptops and wireless bar code readers to transmit data. This infrastructure needs to accommodate these transmissions in an integrated and secure network environment.

Centralized Network Storage

- NY-TF1 is seeking comment on effective ways to install network storage on-site for multiple computers to save data and other important documents in a single location.
- Recommend a back-up solution that is kept off-site. An automated process is highly preferred.

Remote Access

- NY-TF1 uses a single inventory and personnel data system which was developed with guidance from the US&R program. This database was built using FoxPro language. NY-TF1 is seeking solutions for a remote access protocol for multiple users to access this database for the purpose of updating personnel and equipment data. Team members will be updating these records off-site at their respective agencies (FDNY, NYPD). Personnel information includes sensitive data and NY-TF1 is looking to gain information on best practices for security of data transmission.
- NY-TF1 also is looking for best practices to gain secure remote access to its centralized network storage in the event forms, guidelines, manuals, and emergency plans need to be uploaded or downloaded.

Mass Reimaging Process for PCs

- The NY-TF1 cache currently includes 20 notebook PCs which need to be updated and mission ready immediately upon return from deployment or training. NY-TF1 is seeking recommendations to expedite this process.

Hardware & Technology

- With the above requirements, suggest hardware and technology for implementation.