S t a t e o f W a s h i n g t o n
Department of Social and Health Services
Behavioral Health Administration

Request for Information # 1636-625
WSH Architectural and Engineering (A/E) Assessment and Design
November 14, 2016

The Department of Social and Health Services of the state of Washington (Department or DSHS) through its Behavioral Health Administration (BHA) requests information from organizations related to an Architectural and Engineering (A/E) assessment of the Western State Hospital, Campus Telecommunications Infrastructure. The assessment would include recommendations and cost estimates to bring the campus infrastructure into compliance with current codes and standards, and facilitate the future installation of a new Unified Communications System. Additionally, we would anticipate the assessment to include the creation of construction drawings and specifications based on the findings of this assessment and DSHS' review.

Please see ATTACHMENT 1 for the tentative Statement of Work we have developed for a potential future assessment.

Background
Western State Hospital currently operates an obsolete Northern Telecom (NORTEL) Private Branch eXchange (PBX) telephone system. The PBX is connected to campus wide outside plant telecommunications cabling that was original installed by the telephone company approximately 50 years ago. DSHS is making plans to replace the NORTEL PBX with a Unified Communications System (UCS). The specific model and features of the UCS have not yet been defined. It is anticipated that the USC will use Internet Protocol (IP) networking for converged voice, data, and video communications. Analog telephone lines will still be required for various special purpose telephones and interface to other systems. The UCS may include, or interface to, one or more of the following systems or features:

- Paging system
- Public address system
- Stancil telephone call logging system
- Radio communications
- Fax/print
- Duress alarms
- Electronic security system
- Fire alarm system
- HVAC control/building automation system
- Instant messaging
- Presence information
- Video conferencing
- Desktop sharing and collaboration
- File transfer capability
- Web calling
- Wireless

Request for Information #1636-625

Questionnaire:

Please provide the following information pertaining to your organization. Please note that upon submission to the Department of Social and Health Services, your response to this Questionnaire will be deemed a public record. While submission of proprietary and confidential information is strongly discouraged, if you do consider specific information to be proprietary and confidential, this information should be clearly and specifically marked as such (see confidentiality section below).

1. Your organization name, address, principal place of business and a point of contact name, phone number, fax number and mailing and e-mail addresses.

2. Please provide the number of staff able to provide an architectural and engineering assessment at Western State Hospital.

3. Please describe your staff's experience in an assessment of this size and their knowledge and experience of Unified Communication Systems.

4. Please provide the number of assessments for Unified Communication Systems you have produced, the number of UCS designs you have created and the number of implementations you've conducted. Additionally, for the assessments, design and implementations, did you company provide the total solution or were you part of the team; a sub-contractor.

5. Please provide a rough estimate of how long it would take to conduct a campus wide assessment of Western State Hospital, described in the Scope of Work section.

6. Please provide a rough estimate of how long it would take to produce a UCS design.

7. Please provide a rough estimate of how long it would take to implement a UCS solution.

8. Please provide any comments you believe DSHS should consider in formulating a possible contractual approach to arranging for Services for its patients.

Request for Information Process

This Request for Information is not a competitive solicitation that will result in the award of a contract. Rather, it is intended to be used as a tool to obtain relevant information that may assist the Department in understanding the market Participation in this RFI is voluntary and responses are not considered proposals. This document does not obligate the Department to issue a competitive solicitation, to evaluate the services of any responding organization or to negotiate or enter into any contract. The Department reserves the right to explore any and all options for meeting its client's needs for Services including, but not limited to, options that are brought to its attention through this RFI. The Department shall not be responsible for any cost that may be incurred by persons or firms responding to this RFI.

Desired Outcomes from this RFI

Your voluntary response to this RFI is important to the Department and is greatly appreciated. It will assist us in identifying potential contractors and solutions. The information sought includes the identities of interested contractors, the types of services they offer, their capacity to accept and provide timely services, fee estimates and additional information that may be useful for planning purposes. Notice of this RFI is being sent to known potential contractors and will be published on the Department's website as well as on Washington's Electronic Business Solution (WEBS), the procurement website hosted by the State Department of Enterprise Services (DES). The Department reserves the right to utilize freely any ideas and information received as a result of this RFI in developing potential solutions to the Department's Service requirements.

Questions and Answers about this RFI

Questions regarding this RFI may be directed via e-mail to the RFI Coordinator listed below. Please provide your questions in writing, rather than verbally, and include the words ***RFI 1636-625*** in the subject line. Questions will be accepted through November 22, 2016. To the extent possible, answers will be consolidated and answered in an Amendment to this RFI that is posted on published on the Department's website as well as on WEBS.

How to Respond to this RFI

If you are interested in providing information in response to this RFI, please submit your completed questionnaire addressing your organization's capabilities, costs, and potential approach to providing the Services described in this RFI. Please submit your response so that it is received no later than November 28, 2016. Emailed responses are preferred. You may email your response to:

Donna Wimer
Sr. Project Manager
Deptartment of Social & Human Services
wimerdj@dshs.wa.gov (please include ***RFI #1636-625*** in the subject line)

Confidentiality

The Department of Social and Health Services is subject to public records laws and cannot guarantee the confidentiality of responses. Therefore, **submission of confidential and proprietary information in response to this RFI is strongly discouraged**. To the extent that any information that is submitted is deemed confidential and proprietary by the respondent, each and only those pages containing such information must be marked as *Confidential and Proprietary*, with a clear reference to the specific information deemed to be confidential and proprietary. If the Department receives a request to view or copy any response to this RFI, it will respond according to applicable law and policy governing public disclosure. The Department will not disclose any information marked *Confidential and Proprietary* without giving the respondent ten (10) days' notice to seek relief, at its expense, in superior court per RCW 42.56.540. If respondent has not notified DSHS and petitioned the court for relief within this ten (10) day notice period, the Department may release the full response. Please refrain from marking your entire response confidential and proprietary.

ATTACHMENT 1

STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Enterprise Technology – Office of Infrastructure Services
P.O.Box 45890 Olympia, WA. 98504-5890

Scope of Work
For Engineering Assessment and Design
Western State Hospital
Campus Telecommunications Infrastructure
[enter date]

1. GENERAL

1.1. OBJECTIVE

Provide an Architectural and Engineering (A/E) assessment of the Western State Hospital, Campus Telecommunications Infrastructure. Provide recommendations and cost estimates to bring the campus infrastructure into compliance with current codes and standards, and facilitate the future installation of a new Unified Communications System. Additionally, prepare construction drawings and specifications based on the findings of this assessment and DSHS' review.

1.2. BACKGROUND

Western State Hospital currently operates an obsolete Northern Telecom (NORTEL) Private Branch eXchange (PBX) telephone system. The PBX is connected to campus wide outside plant telecommunications cabling that was original installed by the telephone company approximately 50 years ago. DSHS is making plans to replace the NORTEL PBX with a Unified Communications System (UCS). The specific model and features of the UCS have not yet been defined. It is anticipated that the USC will use Internet Protocol (IP) networking for converged voice, data, and video communications. Analog telephone lines will still be required for various special purpose telephones and interface to other systems. The UCS may include, or interface to, one or more of the following systems or features:

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- Duress alarms
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- Fire alarm system
- HVAC control/building automation system
- Instant messaging
- Presence information
- Video conferencing
- Desktop sharing and collaboration
- File transfer capability

- Web calling
- Wireless

1.3. WORK SCHEDULE

DSHS requires this work to be completed within 60 days of contract award.

1.4. CODES AND STANDARDS REFERENCES

The A/E assessment shall provide documentation on the existing conditions, make recommendations, and provide cost estimates to bring the Main Telecommunications Equipment Room into compliance with the following referenced codes and standards.

A. Chapter 19.28.410 Revised Code of Washington
B. Chapter 296-46B-010 Washington Administrative Code
C. NFPA-70 National Electrical Code
D. ANSI/TIA-568-C series, Commercial Building Telecommunications Cabling Standard
E. ANSI/TIA-569-D, Commercial Building Standard for Telecommunications Pathways and Spaces
F. ANSI/TIA-570-C, Residential Telecommunications Infrastructure Standard
G. ANSI/TIA/EIA-606-B, Administration Standard for Commercial Telecommunications Infrastructure
H. ANS/TIA-607-C, Commercial Building Grounding (Earthing) and Bonding Requirements For Telecommunications
I. ANSI/TIA-758-B, Customer-Owned Outside Plant Telecommunications Infrastructure Standard

2. A/E ASSESSMENT

2.1. A/E TEAM COMPOSITION

The A/E team shall consist of a Registered Communications Distribution Designer (RCDD) and other engineering and technical professionals that may be required to assess conditions, prepare as-built documentation, and provide recommendations.

2.2. ASSESSMENT GOAL

The goal of the infrastructure assessment is to identify all work required to bring the campus Outside Plant (OSP) and building interior telecommunications infrastructure into compliance with the References above, and support a future converged network supporting voice, data, and video telecommunications.

2.3. OUTSIDE PLANT TELEPHONE INFRASTRUCTURE

Assess the OSP telephone infrastructure and distribution from the Bldg. 18 Main Telecommunications Equipment Room to each building on the campus. Prepare or update as-built documentation to reflect the existing conditions. Identify all cable routes, splice points, and pair counts. Prepare as-built drawings. Identify all damages and discrepancies in the infrastructure. Make recommendations, and provide cost estimates, to bring the OSP telephone infrastructure and distribution into compliance with the appropriate References above, and to accommodate the objective above. Recommendations for the OSP telephone infrastructure shall be in a separate section, with separate cost elements and total.

2.4. OUTSIDE PLANT FIBER OPTIC INFRASTRUCTURE

Assess the OSP fiber optic infrastructure and distribution from the Bldg. 18 Main Telecommunications Equipment Room to each building on the campus. Prepare or update as-built documentation to reflect the existing conditions. Identify all cable routes, splice points, strand counts, and connector types. Prepare as-built drawings. Identify all discrepancies in the infrastructure. Make recommendations, and provide cost estimates, to bring the OSP fiber optic

infrastructure and distribution into compliance with the appropriate References above, and to accommodate the objective above. Recommendations for the OSP fiber optic infrastructure shall be in a separate section, with separate cost elements and total.

2.5. INDIVIDUAL BUILDING TELECOMMUNICATIONS ROOMS

Assess each building entrance facility (EF) and all telecommunications rooms (TR) in each building. Document existing conditions and all code and standards discrepancies. Assess and document the location, room size, power, uninterruptable power supplies (UPS), lighting, grounding, HVAC, and area served by each TR. Identify and assess all inter-building backbone cabling between TRs in the same building. To the extent possible, identify all systems currently installed and operating in each TR. Prepare as-built drawings. Identify the upgrades required to bring each room into compliance with the References above. Recommendations for each telecommunications room shall be in a separate section, with separate cost elements and total

2.6. INDIVIDUAL BUILDING INSIDE PLANT TELECOMMUNICATIONS INFRASTRUCTURE

Assess the Inside Plant (ISP) telecommunications infrastructure of each building on the campus. Prepare as-built documentation and drawings to show existing conditions. Documentation shall include cable types, jack types, configuration, and condition. As-built drawings shall show major cable routes, type and route of cable pathways, location of all telecommunications outlets with jack numbers for all voice and data jacks. As-built drawings and documentation shall show the location of all computers, telephones, and ancillary devices connected to the infrastructure. Identify each telephone type (e.g. analog, digital, desk, wall mount, high security anti-tamper, etc.). Identify the upgrades required to bring each building ISP infrastructure into compliance with the References above. Recommendations for each building ISP infrastructure shall be in a separate section, with separate cost elements and total

2.7. OTHER RECOMMENDATIONS

Provide other recommendations and cost estimates that they A/E team deems appropriate to meet the objective of this assessment. DSHS is particularly interested in recommendations regarding upgrade/construction phasing, redundant infrastructure to facilitate “hot cutover” of systems, consolidation of equipment rooms and telecommunications rooms to facilitate converged networks, etc.

3. DELIVERABLES

3.1 Deliverables shall consist of:

a. A written report with recommendations and cost estimates

b. As-built drawings in AutoCAD file format of:

I. Paging system
II. Public address system
III. Stancil telephone system
IV. Radio systems
V. Duress alarms
VI. Electronic security system
VII. Fire alarm system
VIII. HVAC control/building automation system
IX. Wireless systems
X. WAN systems
XI. LAN systems
XII. Grounding systems

DSHS will review the deliverables in 3.1A and 3.1B to determine what components will be included in the Unified Communication System. Following DSHS's review,

c. UCS TO-BE SYSTEM CONSTRUCTION DRAWINGS AND SPECIFICATIONS

The vendor shall provide complete construction drawings and specifications for a UCS system based upon the components requested

3.2 The report (A) and AutoCAD files (B and C) shall be provided in both paper and electronic form

3.3 Recommendations

Recommendations shall be organized in sections as described in part 2 above.

3.4 Cost estimates

Cost estimates shall be organized in sections as described in part 2 above.

3.5 AutoCAD drawings

Provide updated AutoCAD drawings. Provide one printed copy on 24"X36" paper along with the written report. Provide the electronic AutoCAD files in .dwg format.