

**Request For Qualifications (RFQ)
Professional Access Control
Redmond Municipal Airport - Roberts Filed- (RDM)
Redmond, Oregon**

Questions received as of 4:00 P.M. local time, April 11, 2018:

- 1. Request made for a description and quantity of all security systems equipment included in quarterly maintenance visit scope of work to develop overall time required for each maintenance visit, RFQ page 2, section 2**

This was the reason for a mandatory pre-proposal conference. RDM chooses to safe-guard accurate information.

If proposer did not gain enough information during the mandatory pre-proposal conference which included a walk through, please use the following data for RDM's access controls systems and mention in proposal;

One (1) Access control system, involves wireless system, involving up to eighty (80) card readers. Wireless system involves up to fifteen (15) points. Up to ten (10) rooms with access control components. Up to thirty (30) CCTV cameras. Up to four (4) servers and up to four (4) clients.

- 2. Is CCTV and peripheral equipment intended to be included in the service and maintenance contract?**

Yes, CCTV and VMS is to be included in quarterly maintenance and service visits. RDM's CCTV and VMS, in addition to the access control system and wireless system, are all parts of RDM's access control systems.

CCTV and VMS have similar requirements to the access control system (Section 2.A. (Page 2, section 2 Scope of Work, A. Quarterly security systems service and maintenance on-site visits)):

- Inspect, test, focus and aim, if needed, and record results
- Label batteries and other parts that expire with replacement date, if applicable
- Install available software, hardware, firmware or patch updates
- Ensure hard drives, servers and database backups are properly performing and have enough memory storage for optimal performance for efficiency and failure protection
- Ensure all systems and components are communicating and responding at optimal efficiency or within RDM's requirements, or whichever is greater
- Annual CCTV and components function testing and reporting with documented results
- Review results of on-site visit with RDM prior to leaving site

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- 3. Clarify if pricing for this scope of work, RFQ, page 2, section 2, scope of work, A. Quarterly security systems service and maintenance on-site visits, should be included in proposer's response?**

Yes, pricing for RFQ, page 2, section 2, scope of work, A. Quarterly security systems service and maintenance on-site visits should be included in proposer's response. The proposer may choose to break-out details or present as a lump sum, all costs and fees are to be included in the pricing presented in the proposal.

- 4. Regarding attachment 4 Sample Contract, page 22, Exhibit 1, clarify if bonding is required for maintenance, new projects, or both?**

Bonding was not previously required in the expiring contract. Bonding may be required if a project deems it necessary, or the City deems it necessary and may be commenced through an addendum to the contract. Bonding will be discussed with winning proposer during contract negotiations.