



**Washington State
Department of Transportation**

REQUEST FOR QUOTATION (RFQ)

Encryption Key Management Solution

Date Posted: May 27, 2015

Solicitation Number

RFQ-2015-0527

Bid Due Date and Time

June 9, 2015 12PM Noon Pacific Time

The RFQ Coordinator is the **SOLE POINT OF CONTACT** at WSDOT for this procurement. All communication between the bidding Proposers and WSDOT shall be with the RFQ Coordinator.

Jolena Missildine, RFQ Coordinator

Phone: 360-705-7548

Email: missildj@wsdot.wa.gov

DEFINITIONS

The following definitions will be in force when used in this RFQ and/or any purchase resulting from this RFQ.

“**Apparently Successful Vendor**” (ASV) shall mean the Vendor(s) who: (1) meets all the requirements of this RFQ, and (2) submits the lowest bid.

“**Business Day**” shall mean Monday through Friday, 8:00 a.m. to 5:00 p.m., Pacific Time, except for holidays observed by the State of Washington

“**RFQ**” shall mean Request for Quote.

“**State**” shall mean the state of Washington.

“**Vendor**” shall mean as the context requires, the responding Vendor, its employees and agents; any firm, provider, organization, individual, or other entity performing the business activities under this RFQ.

“**WSDOT**” will mean the Washington State Department of Transportation, and any of the officers or other officials lawfully representing the Department of Transportation

1. Purpose

The Washington State Department of Transportation (WSDOT) is offering this Request for Quotation (RFQ) to solicit quotes for Purchase of an Encryption Key Management Solution -as identified in Exhibit B.

2. Schedule

This RFQ is being issued under the following Schedule. The Response deadlines are mandatory and non-negotiable. Failure to meet any of the required deadlines will result in disqualification from participation.

RFQ PROCUREMENT SCHEDULE

Activity	Due Dates	Time
Issue RFQ	05/27/2015	
Questions Due	06/1/2015	12:00pm
WSDOT Post Answers to Questions	06/02/2015	
Responses Due	06/08/2015	12:00pm Noon
Send Notification of Apparently Successful Vendor	06/09/2015	

Contract Start Date	On or before 06/19/2015	
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Times given are for Pacific Standard Time (PST) or Pacific Daylight Time (PDT), as appropriate.

WSDOT reserves the right to revise the above schedule at its sole discretion.

3. RFQ Coordinator

All communication regarding this RFQ, whether written or oral, must be directed exclusively to the RFQ Coordinator or his/her designee:

Jolena Missildine, RFQ Coordinator
Washington State Department of Transportation
Administrative Contracts Office

Voice: (360) 705-7548
Email: missildj@wsdot.wa.gov

You shall submit your proposal electronically and any communications required for the RFQ, **except** for any protests, to the RFQ Coordinator specified above.

Communication regarding this RFQ with any other WSDOT personnel will be considered unofficial and non-binding to WSDOT. Vendors are to rely on written statements issued by the RFQ Coordinator. Communication directed to parties other than the RFQ Coordinator may result in disqualification of the vendor.

4. Vendor Quote

Quotes provided in response to this RFQ must be submitted using Exhibit B. Unsigned Vendor quotes shall be considered non-responsive.

Award will be based solely on the lowest price for cost as provided in Vendor's submittal of Exhibit B.

5. Mandatory Technical Requirements

The SQL Server Encryption and Extensible Key Management (EKM) Host/Hardware Security Module (HSM):

Vendor must provide a detail description on how they meet the following mandatory requirements:

- Must provide a sufficient key management solution to comply with [Payment Card Industry \(PCI\) Data Security Standard, v 3.1](#) - especially Sections 3.4 – 4.3.
- Possess current PCI and FIPS/NIST certifications.

- Allow seamless key rollover on both a scheduled and on-demand basis.
- Securely store encryption keys separate from the database server.
- Provide plugin support for Microsoft SQL Server's encryption and extensible key management processes. (SQL Server 2008 r2 and more recent versions of Microsoft SQL Server.)
- Provide Transparent Data Encryption (TDE) support.
- Support both cell level encryption and database level encryption. At the cell level, the data must remain encrypted for specified users. These specified users should be able to access data in the database but not data in the encrypted columns. (Must be able to restrict the use of the symmetric key to decrypt by database permission - Access to the database does not open up the use of the key unless explicit permission to use the key is granted at the database level.)
- Provide high-availability.
- Support AES 256 symmetric keys, or higher.
- Support 1024 RSA, or higher.
- Support use of a virtual machine for the Host/Hardware Security Module.
- Provide a key management console.
- Provide limited access to keys by user and group via Active Directory integrated authentication.
- Desirable - Provide software installed as an appliance so that patching and operating system updates are vendor-supported.

6. Maintenance Term

The year for maintenance and support is anticipated to be from June 2015 to June 2016, and will be outlined in the final contract executed with the vendor.

7. Price Protection

Software Products/Services rates cannot increase during the initial term of the Contract. In the event Vendor is providing the products at a lower rate, WSDOT shall be entitled to the lower rate.

After the initial term ends, cost increases shall not exceed three (5%) percent increase in any one year above the immediately preceding year's fee.

8. WSDOT issued Order Document

Following the notification of award, WSDOT will execute contract documents to ASV for the initial product purchase and year of maintenance and support. In order to meet WSDOT's agency-wide needs, contract and order documents will be issued to ASV, at WSDOT's sole discretion, for the purchase of any optional maintenance and support as identified in Exhibit B. Vendor contract documents may be reviewed by WSDOT if proposed as an alternative.

9. Rights to Cancel

WSDOT reserves the right to cancel or reissue this acquisition at any time without obligation or liability. WSDOT is not liable for any costs incurred by Vendors in the preparation and submission of quotation to this RFQ.

10. RFQ Changes

WSDOT reserves the right to make changes to this RFQ at any time prior to the RFQ response deadline. In the event that it becomes necessary to revise or correct any portion of the RFQ, participating Vendors will be notified. It is the Vendors' responsibility to ensure that they have reviewed and incorporated all changes to the RFQ prior to submitting their response.

11. Prepayment of Multiple Years of Maintenance Forbidden

All Vendors responding to this RFQ must be able to support their submitted quote pricing without the use of a third-party financial underwriter.

Per Washington State law, WSDOT can only make payment directly to the Vendor who is identified as an original party to an executed agreement. Also WSDOT is unable to make prepayment for multiple years of software maintenance.

12. Vendor Invoice

Any Vendor responding to this RFQ must be able to submit a properly prepared invoice to WSDOT no later than thirty (30) Calendar days following Vendor acceptance of the WSDOT-issued Order Document. Vendor will submit properly itemized invoices on an annual basis to WSDOT.

Vendor shall submit properly itemized invoices to include the following information, as applicable:

- a) WSDOT Contract number;
- b) Vendor name, address, phone number, and Federal Tax Identification Number;
- c) Term Date of maintenance period;
- d) Applicable taxes;
- e) Total invoice Price; and
- f) Payment terms and any available prompt payment discount.

Incorrect or incomplete invoices will be returned by WSDOT to Vendor for correction and reissue.

The state of Washington prefers to utilize electronic payment in its transactions. The ASV will be requested to complete the necessary forms to authorize such payment method. This allows you, as a vendor, to receive payments from all participating state agencies by direct deposit.

13. Minority and Women's Business Enterprises (OMWBE)

WSDOT strongly encourages participation of minority and women businesses. Vendors who are OMWBE certified or intend on using OMWBE certified subcontractors should identify such participation in **Selection of Apparently Successful Vendor**

14. Selection of Apparently Successful Vendor

All Vendors responding to this solicitation will be notified via e-mail when WSDOT has determined the Apparent Successful Vendor (ASV). The ASV will be the respondent who: (1) meets all the requirements of this RFQ; and (2) submits the lowest price quote as specified in this RFQ. The date of announcement of the ASV will be the date the e-mail is sent.

15. Optional Vendor Debriefing

Only Vendors who submit a Response may request an optional debriefing conference to discuss the evaluation of their Response. The request must be in writing (fax or e-mail acceptable) addressed to the RFQ Coordinator.

The optional debriefing will not include any comparison between the Response and any other Responses submitted. However, WSDOT will discuss the factors considered in the evaluation of the requesting Response and address questions and concerns about Vendor's performance with regard to the solicitation requirements.

16. Complaint and Protest Procedures

Vendors who have submitted a Response to this solicitation and have had a debriefing conference may make protests. Further information regarding the grounds for, filing and resolution of protests is contained in Exhibit A: Complaint and Protest Procedures.

Attachments Located on Pages 7-10:

Exhibit A: Complaint and Protest Procedures
Exhibit B: Cost Quotations
Exhibit C: OMWBE Certification

Exhibit A Complaint and Protest Procedures

This procedure is available to Vendors who submitted a response to this solicitation document and who have participated in a debriefing conference. Upon completing the debriefing conference, the Vendor is allowed five (5) business days to file a protest of the acquisition with WSDOT.

Vendors protesting this procurement shall follow the procedures described herein. Protests that do not follow these procedures shall not be considered. This protest procedure constitutes the sole administrative remedy available to Vendors under this procurement.

This procedure is available to Vendors who have submitted a proposal in response to this RFQ and have requested a debriefing conference. All protests must be in writing and signed by the protesting party or an authorized Agent

Only protests stipulating an issue of fact concerning the following subjects shall be considered:

- A matter of bias, discrimination or conflict of interest on the part of the evaluator;
- Errors in computing the score; or
- Non-compliance with procedures described in the procurement document or WSDOT policy.

Protests not based on these criterion shall not be considered. Firms making a protest shall include in their written protest to WSDOT all facts and arguments upon which the Vendor protest is based. Vendors shall, at a minimum, provide:

- Information about the protesting Vendor (name of firm, mailing address, telephone and fax numbers, name of individual responsible for submission of the protest);
- Specific and complete statement of action(s) being protested;
- Specific reference to the grounds for the protest;
- Description of the relief or corrective action requested; and
- Signature by the protesting party or an authorized agent.

Protests shall be addressed to:

Director
Information Technology Division
Washington State Department of Transportation
7345 Linderson Way
PO Box 47430
Olympia, Washington 98504-7430

A courtesy copy shall also be forwarded to the RFQ Coordinator at the same time.

Upon receipt of a protest, a protest review will be held by WSDOT. All available facts will be considered and a decision will be issued by the Director of the Information Technology Division or his delegate within five (5) business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

In the event a protest may affect the interest of another Vendor which submitted a proposal, such Vendor will be given an opportunity to submit its views and any relevant information on the protest to the RFQ Coordinator.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold WSDOT's action; or
- Find only technical or harmless errors in WSDOT's acquisition process and determine WSDOT to be substantially in compliance and reject the protest; or
- Find merit in the protest and provide WSDOT options which may include:
 - Correct the errors and re-evaluate all proposals, or
 - Reissue the solicitation document and begin a new process, or
 - Make other findings and determine other courses of action as appropriate.

If WSDOT determines that the protest is without merit, WSDOT will enter into a contract with the apparently successful contractor. If the protest is determined to have merit, one of the alternatives noted in the preceding paragraph will be taken.

Exhibit B: Cost Quotation

Award will be based on the total cost of Tables 1 and 2

Note: Quotation must include all costs.

WSDOT will not accept unsigned Vendor quotes submitted in response to RFQ-2015-0527.

Table 1 – Initial Purchase Cost(s) for the SQL Server Encryption and Extensible Key Management (EKM) Host/Hardware Security Module (HSM) Solution.

If there are multiple scenarios available, please include a separate table (1a, 1b, 1c, etc.) for each scenario option.

Item #	Product Description	Qty	Purchase Cost
			\$
			\$
			\$
Table 1	Initial Purchase Subtotal Cost		\$

Table 2 –Maintenance and Support Cost(s)

If multiple scenarios are proposed above, and the maintenance and support costs vary by scenario, please include a separate table (2a, 2b, 2c, etc.) for each.

Item #	Product Description	Qty	1 st Year Term	2 nd Year Term	3 rd Year Term	4 th Year Term	5 th Year Term	6 th Year Term	Total years 1-6
			\$	\$	\$	\$	\$	\$	\$
Table 2	Maintenance and Support Subtotal Cost		\$	\$	\$	\$	\$	\$	\$

TABLES 1 AND 2 TOTAL COST \$ _____

Vendor Name: _____

Authorized Vendor Representative Name (Print): _____

Authorized Vendor Representative Signature: _____ Date _____

EXHIBIT C OMWBE Certification

Minority and Women's Business Enterprises (MWBE) Participation

MWBE participation is defined as Certified MBEs and WBEs bidding as prime Contractor or prime Contractor firms subcontracting with certified MWBEs.

For questions regarding the above, contact Office of MWBE at (360) 753-9693.

MBE FIRM NAME	MBE CERTIFICATION NO.	PARTICIPATION *PERCENTAGE

WBE FIRM NAME	WBE CERTIFICATION NO.	PARTICIPATION *PERCENTAGE

*Certification number issued by Office of Minority and Women's Business Enterprises.

Name of vendor representative completing this certification: _____