

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: POLICE

AGENDA DATE: August 27, 2013

CONTACT PERSON/PHONE: GREGORY K. ALLEN, CHIEF OF POLICE, 564-7100
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a purchase order to Neos Consulting Group, LLC. A contractor under the Department of Information Resources, (DIR) contract # 1974 DBITS, (Deliverables-Based Information Technology Services) to purchase software and 1st year maintenance and license services for \$391,550.00 for the implementation of Microsoft SharePoint 2010, and Fusion Core Solution Implementation for the El Paso Fusion Center. An additional maintenance and license cost for years 2 and 3 is \$85,000.00 (\$42,500.00 per year) for a grand total of \$ 476,550.00. The implementation will be paid for using State Homeland Security Program (SHSP) grant funding.

BACKGROUND / DISCUSSION:

The purchase is for Neos Consulting Group, LLC to authorize Advantage Factory, Inc. a vendor listed under DIR contract 1974 to implement, install, develop, support and customize Microsoft SharePoint 2010 services in the El Paso Fusion Center for the El Paso Police Department. This implementation will allow the El Paso Police Department Fusion Center the ability to possess a comprehensive workflow management system. The attached proposal includes all the installation services to create a SharePoint-Fusion Core Solution.

SELECTION SUMMARY:

The proposal and services have been reviewed and approved by Information Technologies as meeting the operating system platform standard for the City of El Paso.

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:

The cost of the initial project is \$391,550.00; the total cost will be paid using State Homeland Security. Additional cost for year 2 and 3 License, and Maintenance is \$ 42,500.00 per year. Program (SHSP) grant funding stream 321-21230-2710-11GA2406PD.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____
Name Signature Date

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

*****POSTING LANGUAGE BELOW*****

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **AUGUST 27, 2013**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Advantage Factory, Inc., a contractor under DIR Contract # 1974 (DBITS-Enterprise Resource Planning, ERP), for Microsoft SharePoint 2010 and Fusion Core Solution Implementation for the El Paso Fusion Center. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the Department of Information Resources (DIR) was approved by Mayor and City Council on February 27, 2007.

Department:	Police
Award to:	Advantage Factory, Inc. Bellingham, Washington 98225
Initial Estimated Amount:	\$391,550.00, (includes 1 st year maintenance and license cost - \$ 42,500.00)
Maintenance and License Fees:	\$85,000.00 (Years 2 and 3)
Total Estimated Award:	\$476,550.00
Account No.:	321 – 21230 – 580350 - 2710 – 11GA2406PD
Funding Source:	State Homeland Security Program (SHSP)
District(s):	All
Reference No.:	2013-295

This is a Cooperative, (service) contract.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

*****ADDITIONAL INFO BELOW*****

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS

To: Bruce D. Collins, Purchasing Manager

From: Gregory Allen, Chief of Police


Authorized Signature

Date: August 27, 2013

Re: Neos Consulting Group LLC Contract for the Fusion Center



Mayor

Oscar Leeser

City Council

District 1

Ann Morgan Lilly

District 2

Larry Romero

District 3

Emma Acosta

District 4

Carl L. Robinson

District 5

Dr. Michael R. Noe

District 6

Eddie Holguin Jr.

District 7

Lily Limón

District 8

Cortney C. Niland

City Manager

Joyce A. Wilson

Chief of Police

Gregory K. Allen

The El Paso Police Department recommends utilizing State Homeland Security Program (SHSP) Grant funding stream, 321-21230-2710-11GA2406PD to issue a purchase order for the implementation of Microsoft SharePoint 2010 and Fusion Core Solution Implementation for the El Paso Fusion Center. The following are factors used to evaluate the use of this procurement program as the best approach.

1. Is there an urgent need for the product/service? In other words, is time of the essence?

Yes, the grant funding for this project will expire August 31, 2013.

2. Does the purchase through the Program promote the standardization of equipment?

Yes, the SharePoint-based solution has been approved by Information Technologies as a platform standard for the City.

3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?

No, the services are not available locally and will be purchased using the Texas DIR contract/cooperative pricing.

4. Do the available vendors have prior work experience and/or familiarity with the City?

No, the specific services have never been performed for the City, nor has the vendor previously performed work for the City.



911 N. Raynor

El Paso, Texas 79903

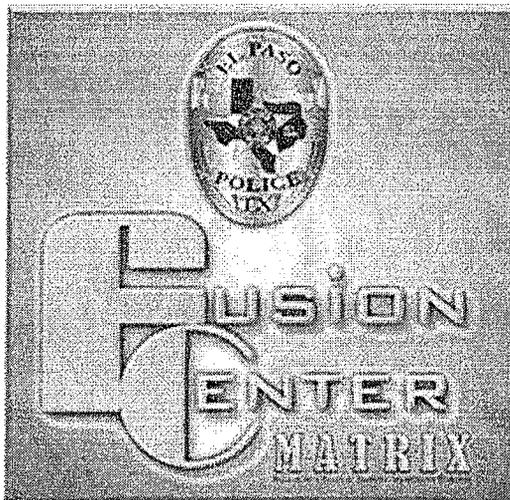
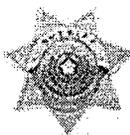
(915) 564-7000 – www.eppd.org

5. *Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?*

Yes, the Pricing is in-line with the services of this nature purchased in the past.



911 N. Raynor
El Paso, Texas 79903
(915) 564-7000 – www.eppd.org



Microsoft SharePoint 2010 and Fusion Core Solution Implementation For the El Paso Fusion Center

Submitted To: Sgt. Gregory Furr

Submission Date: April 26, 2013

Submitted By: Advantage Factory, Inc.
114 West Magnolia
Bellingham, Washington 98225

Administrative Contact: Mr. Dan Downing
President and CEO
Office: 360.707.5750 x302
Mobile: 360.840.0396
dan.downing@advantagefactory.com

Technical Contact: Mr. Clyde Ford
Director of International Sales
Office: 360-707-5750 Ext 306
clyde.ford@advantagefactory.com

Proprietary Information

This information is proprietary information and shall not be disclosed outside the judiciary and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this offer. If, however, a contract is awarded to this offeror as a result of or in connection with the data, the judiciary shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This notice does not limit the judiciary's right to use information contained in this data if it is obtained from another source without a subject to this restriction are contained in all sheets in this document.

1 Introduction

April 26, 2013

Sgt. Gregory Furr

MATRIX - El Paso Fusion Center

911 N. Raynor St.

El Paso, TX 79903

Dear Greg,

Thank you for the opportunity to respond to a request to provide technical and consulting services in support of implementing the Fusion Core Solution at the El Paso Fusion Center. Advantage Factory is excited to present this adjusted proposal which leverages our considerable experience with Fusion Core Solution, Microsoft SharePoint 2010 and ArcGIS Server.

Advantage Factory is headquartered in Bellingham, Washington but we have an east coast office in Washington, D.C; and a presence in Texas. We have experience managing every aspect of a project such as this one both on-site and remotely; and, we also have experience working with local agencies to implement portions of projects like this, under our supervision, when that is appropriate. Advantage Factory has an experienced, dedicated team of SharePoint and Fusion Core Solution professionals ready to engage with MATRIX to ensure a successful outcome of this project.

We are very excited to work with MATRIX on this project and look forward to building a long term mutually beneficial relationship with the City of El Paso Fusion Center

Best Regards,



Clyde W. Ford

Director of International Sales

Advantage Factory

Notification of AF Proprietary Information

This offer includes data that shall not be disclosed outside the judiciary and shall not be duplicated, used, or disclosed-in whole or in part-for any purpose other than to evaluate this offer. If, however, a contract is awarded to this offeror as a result of-or in connection with-the submission of this data, the judiciary shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the judiciary's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in all sheets in this document.

2 Advantage Factory and Background

Advantage Factory, Inc. is a trusted Microsoft Certified Partner that provides professional software development and consulting services. We are a premier provider of Microsoft platform development services with a special emphasis on Fusion Core Solution for Public Safety; SharePoint for collaboration; BizTalk for service-oriented architecture, enterprise service bus and application integration; and ESRI and Bing Maps for situational awareness. As a 'high-end' Microsoft development partner, Advantage Factory has done numerous engagements at and on behalf of Microsoft in the private and public sectors.

Advantage Factory has offices in Bellingham, Washington; Fairfax, Virginia; Littleton, Massachusetts; Dayton, Ohio; O'Fallon, Illinois; and, San Antonio, Texas. The firm is considered a key strategic partner by the Microsoft and ESRI federal, state, and local government teams especially in the public safety field.

In the public sector, Advantage Factory has successfully delivered solutions to numerous state agencies, to the US Army, DISA, US Air Force, US Navy, Department of Transportation, Department of Justice and Department of Homeland Security.

Texas DIR Contract

Neos Consulting Group, LLC of Austin, Texas will provide project management, oversight, and the Texas DIR contract vehicle under which Advantage Factory will render services to MATRIX. The Neos point of contact is:

Richard Carter
Vice President
Neos Consulting Group, LLC
512-799-2360
Richard.carter@neosconsulting.com

Alternative point of contact is:

Karon Irby
President
Neos Consulting Group, LLC
512-913-5450
Karon.irby@neosconsulting.com

Contract #: DIR-SDD-1974

Texas Certified HUB (Woman-Owned)

3 Project Methodology, Process and Timeline

Advantage Factory is proposing a project methodology and process that accomplishes the goals set forth in the Scope of Work. We envision this project proceeding through two phases of work. Phase I will install and train MATRIX personnel in the use of basic Fusion Core Solution. Phase II will add additional components to the Fusion Core Solution implementation at MATRIX. The Steps which comprise Phase I of the project include:

Step I. User Requirements Gathering and Deliverables Definition

This phase principally involves an on-site set of meetings with key MATRIX stakeholders to review and finalize user requirements and deliverables for the implementation of SharePoint 2010 and Fusion Core Solution. Advantage Factory will thoroughly review the business processes and workflows at MATRIX, making specific recommendations on the method of implementation. We want to make certain that the SharePoint and Fusion Core Solution tools that we have available to us will meet each step of the business processes laid out by MATRIX.

Step II. Installation of SharePoint 2010 Test and Production Environments

SharePoint 2010 will be installed at MATRIX via remote-access to the MATRIX server farm. Advantage Factory will work in conjunction with the MATRIX IT staff to set-up and test the configuration of SharePoint 2010.

Step III. Installation of Out-Of-Box Fusion Core to Test Environment

Immediately after installing SharePoint 2010, Advantage Factory will install the baseline (out-of-the-box) version of Fusion Core Solution 1.3 to a SharePoint test environment. This will be a fully functioning version of Fusion Core Solution that MATRIX personnel can use for non-production purposes. It will also provide a platform for MATRIX to evaluate the customizations that Advantage Factory develops for Fusion Core Solution. This non-production version of Fusion Core Solution may be used for:

1. **Demonstration.** MATRIX may use this non-production version for any demonstrations they wish.
2. **Training.** Advantage Factory prefers to do Fusion Core Solution training on a non-production FCS/SharePoint site prior to that site going "live" and into production.
3. **A place to answer questions.** For example, "Exactly how would you like the software to function here?" Various options can be created on the non-production environment, MATRIX can test them out in a real version of Fusion Core Solution prior to Advantage Factory baking them into the final version
4. **A "proving ground."** Advantage Factory will develop customizations and modifications to Fusion Core Solution on the MATRIX development (test) site, and then post to the non-production site, where MATRIX can test them and give feedback.

Step IV. Development and installation of SharePoint and Fusion Core customizations in SharePoint 2010 test environment.

Advantage Factory will develop all customizations to Fusion Core Solution off-site while connected remotely to the MATRIX development (test) environment. Once a customization is complete MATRIX will be able to view and approve of that customization by observing its operation on the MATRIX non-production site (during the initial development phase) or on the MATRIX test site for any development that occurs after the MATRIX Fusion Core Solution has gone into production.

All SharePoint and Fusion Core customizations will be developed per the agreed upon Deliverables/Functional Specification as defined in the requirements phase.

Step V. Installation of SharePoint and Fusion Core customizations to SharePoint 2010 production environment

Once the final approval of customizations is received, Advantage Factory will load Fusion Core Solution with these MATRIX customizations onto a production server environment and notify MATRIX when the system is ready to go live.

Step VI. Documentation and User Administrative Training

Advantage Factory will conduct a four-day, on-site training for MATRIX Fusion Core Solution users and administrators.

Project Timeline – Major Milestones

Phase I will be accomplished in approximately 10 weeks based on the following timetable, noting the week that Advantage Factory.

PHASE I PROJECT										
	1	2	3	4	5	6	7	8	9	10
User Requirements Gathering and Deliverables Definition	█	█								
Installation of SharePoint 2010 Test and Production Environments			█	█						
Installation of Out-Of-Box Fusion Core to Test Environment				█						
Develop and install SharePoint and Fusion Core customizations and installation to Test SharePoint environment				█	█	█	█	█	█	
Installation of SharePoint and Fusion Core customizations to SharePoint 2010 production environment									█	█
Documentation and user administrative training										█

PHASE II PROJECT										
	1	2	3	4	5	6	7	8	9	10
User Requirements Gathering and Deliverables Definition	█	█								
Develop and install SharePoint and Fusion Core Phase II customizations			█	█	█	█	█	█	█	
Develop and install up to 15 dataset integrations					█	█	█	█	█	█
Install and test advanced phase II components						█	█	█	█	█
Conduct 4-day training session										█

Timeline Assumptions

1. The above project timeline is an overview with a more detailed schedule and timeline to be developed by the Advantage Factory project manager in concert with the MATRIX project manager.
2. MATRIX customization requirements will be agreed to and finalized in the specification section of the deliverables document created in the Requirements phase.

3. MATRIX IT has an existing instance of SQL Server that is available for use with both the SharePoint test and production environments.
4. A representative from MATRIX IT will be appointed as a single point of contact for technical issues regarding SharePoint Fusion Core installation.

4 Key Personnel

Advantage Factory is a Certified Microsoft Partner specializing in the design and implementation of service oriented software solutions and collaborative information portals. We are the 2010 Microsoft State and Local Government Innovation Partner of the Year for our work with the nation's fusion centers. Located strategically close to Microsoft in Northwest WA State, Advantage Factory is one of Microsoft's elite partners for delivering BizTalk, SharePoint and GIS solutions to public and private sector agencies and organizations across the United States, and Canada.

Having a broad base across vertical industries and sectors, Advantage Factory has captured the very best practices in providing scalable and reliable service oriented software solutions for large organizations. With domain expertise in the computing aspects of the public sector, Advantage Factory is uniquely positioned to provide the highest level of services, guidance, and support for this project.

The core project team we will assign to this project for MATRIX includes:

Larry Hall, QNET Information Services President and CEO, Larry will provide project management, oversight, and the Texas DIR contract vehicle under which Advantage Factory will render services to MATRIX.

Clyde W. Ford, Advantage Factory V. P. Technology and Sales. Mr. Ford will serve as the Advantage Factory overall account executive for all technical phases of this project.

Kelly Miller, Advantage Factory Program Manager and Head of Development. Mr. Miller will be the Advantage Factory project manager and senior technical lead.

Matt Bezanson, Advantage Factory, Senior Developer.

Sekhar Pandyaram, Advantage Factory Developer.

Resumes for any of the above individuals can be provided upon request.

5 SharePoint and Fusion Core Solution Implementation Details

This section of the Advantage Factory response lists each item identified as a requirement by MATRIX. For each item, a brief synopsis is given, a statement of Advantage Factory's assumptions is made, the implementation steps to be followed are described, and the costs associated with this requirement are presented. Where appropriate, related configuration items have been grouped into a single task or description of the tasks slightly modified to better depict the actual implementation process.

PHASE I

Task 1. User Requirements Gathering	
Description	<p>Advantage Factory will conduct a two-day, on-site user requirements gathering session with MATRIX. During this time each item of this project will be examined in-depth; project architecture will be discussed; implementation plans will be articulated; and any necessary changes to the original requirements definition finalized. The deliverables for this user session will be:</p> <ol style="list-style-type: none"> 1. A requirements document that outlines everything captured in the requirements session. 2. A deliverables document with a specification for each requested customization and data integration. <p>Both documents will be subject to approval by MATRIX and will guide all customization work.</p>
Assumptions	MATRIX will make available all key personnel involved in the use, administration, and IT support for SharePoint and Fusion Core Solution.
Implementation	<p>Presentation, overview of Fusion Core Solution (on-site)</p> <p>Bilateral question and answer sessions with MATRIX user, administrative and IT staff (on-site)</p> <p>Preparation and delivery of user requirements report (off-site)</p>
Criteria for Success	A mutually agreed upon user requirements document and deliverables document.
Cost	\$5,600.00

Task 2. Install SharePoint 2010 on Existing Hardware	
Description	Advantage Factory will install SharePoint 2010 Enterprise on existing hardware and server software at MATRIX. This installation will be a three-server farm with one server handling the SQL database and the remaining two servers handling the web front-end and other aspects of the farm.
Assumptions	<ul style="list-style-type: none"> • MATRIX IT has successfully installed and tested SQL Server 2008 • MATRIX IT has a functioning and tested server and database back-up system in place

	<ul style="list-style-type: none"> • MATRIX IT will be able to perform server and database backup and recovery as, and if, requested by Advantage Factory • Advantage Factory will be supplied will all the credentials and permissions to access the SQL database for SharePoint installation. • MATRIX has current licenses for any of the software being installed. • Advantage Factory will be responsible for installing SharePoint 2010 Enterprise only, and will not be responsible for ongoing administration, maintenance, or back-up of the MATRIX SharePoint 2010 Enterprise farm unless a separate Service Level Agreement is enacted between Advantage Factory and MATRIX • Advantage Factory will be give remote access, to the MATRIX servers.
Implementation	<ol style="list-style-type: none"> 1. An Advantage Factory developer familiar with SharePoint installation will perform the SharePoint 2010 Enterprise installation. 2. That developer will install and configure SharePoint 2010 Enterprise. 3. That developer will test the installation of SharePoint 2010 Enterprise by assigning at least one administrative and one non-administrative account, and by then logging onto this SharePoint 2010 farm under those accounts 4. Administrative and non-administrative credentials will then be given to a representative of MATRIX.
Criteria for Success	When a representative of MATRIX can successfully log-on to the SharePoint 2010 farm using credentials given to it by Advantage Factory.
Cost	\$15,400.00

Task 3. Install Fusion Core to Test Environment	
Description	Advantage Factory will install Fusion Core Solution 1.3, along with all Fusion Advantage upgrades, to the test environment created in task two.
Assumptions	<ul style="list-style-type: none"> • A non-customized version Fusion Core Solution 1.3 will be installed to the test SharePoint environment on the MATRIX servers • This installation of Fusion Core Solution will take place remotely by Advantage Factory • MATRIX will have full access to the non-customized production version of Fusion Core Solution but will not use this non-customized version for actual business activities. • This non-customized production version of Fusion Core Solution is meant to serve as a place where MATRIX can explore SharePoint and Fusion Core Solution with "test data" while Advantage Factory is customizing the version of Fusion Core Solution that MATRIX will eventually use. • This non-customized production version of Fusion core Solution is also a place where MATRIX can test and verify the changes being

	<p>made by Advantage Factory after those changes are posted to this site.</p> <ul style="list-style-type: none"> • The version of Fusion Core Solution installed to the test site on the MATRIX servers will be used only by Advantage Factory to develop and test our customizations. • The test environment will be identical to the production server to allow reproduction of any issues in a non-production environment. • The test environment will continue to be available until training is complete.
Implementation	<ol style="list-style-type: none"> 1. Advantage Factory will install, configure, and test a baseline, non-customized version of Fusion Core Solution, along with all Fusion Advantage upgrades. 2. Advantage Factory will test each customization and custom configuration in this test environment. 3. MATRIX personnel can view customizations as they are created.
Criteria for Success	When a representative of MATRIX can successfully log-on to the test Fusion Core Solution instance and view all base functionality and MATRIX custom components.
Cost	\$4,200.00

Task 4. Design, Develop and Install Fusion Core and SharePoint Customizations	
Description	Based on requirements agreed to in the deliverables document, Advantage Factory will design, develop, implement and test all agreed to custom modifications to the MATRIX Fusion Core Solution installation.
Assumptions	<ul style="list-style-type: none"> • Only those customizations identified in a mutually agreed upon deliverables document will be implemented by Advantage Factory • If MATRIX desires any changes, additions, or modifications to the customizations identified in the deliverables document prior to Advantage Factory commencing work on customizing Fusion Core Solution, those changes will be reviewed by Advantage Factory and any change in cost presented to MATRIX for approval. • Advantage Factory will not commence changes on any aspect of Fusion Core Solution without prior approval by MATRIX of the costs involved in making such changes. • Advantage Factory cannot make any changes, which would in its opinion alter or lead to the alteration of Fusion Core Solution base code. This does not include normal customization of the forms used by Fusion Core Solution as long as such customizations do not necessitate alteration of the base Fusion Core Solution Code. • Advantage Factory will perform this phase of the project remotely with VPN or other remote access provided to the MATRIX server farm.
Implementation	<ol style="list-style-type: none"> 1. Advantage Factory will test each new customization and data integration.
Criteria for Success	<ol style="list-style-type: none"> 1. When a representative of MATRIX can successfully log-on to the test

	<p>Fusion Core Solution site, enter a sample customized intake form for each form type and see the results of entering that form data in a related list or report.</p> <p>2. When a representative of MATRIX can successfully log-on to the test Fusion Core Solution site and identify that each form type is configured with the correct workflow, and that each workflow is proceeding through the correct stages.</p> <p>3. When a representative of MATRIX can successfully log-on to the test Fusion Core Solution site and successfully utilize all of the customizations as defined in the deliverables document.</p>
Cost	\$21,000.00

Task 5. Install Fusion Core Solution 1.3 and all MATRIX customizations to Production Environment	
Description	Advantage Factory will install Fusion Core Solution 1.3, customized ESRI components, customized intake forms and all other customizations as defined in the MATRIX deliverables document, to the production SharePoint environment.
Assumptions	<ul style="list-style-type: none"> • Fusion Core Solution 1.3 will be installed to the production SharePoint environment on the MATRIX servers. • Advantage Factory will install ESRI customizations to MATRIX production servers. • This installation of Fusion Core Solution will take place remotely by Advantage Factory • MATRIX personnel will have access to view the finalized, customized, production version of Fusion Core Solution in this environment.
Cost	\$10,500.00

Task 6. System Documentation and Training	
Description	Advantage Factory will conduct a four days of user and administrative training in Fusion Core Solution and SharePoint 2010 on-site. Fusion Core Solution and all custom systems will be fully documented.
Assumptions	<ul style="list-style-type: none"> • This training will be a complete Fusion Core Solution user and administrative training. • This training will only touch on a limited aspect of SharePoint 2010 use and administration. Complete SharePoint 2010 user and administrative trainings can require several weeks or longer, and are beyond the scope of this project.
Objectives	At the end of this training session, all FCS users (administrators and analysts) will be able to:

	<ol style="list-style-type: none">1. Describe the principal role of Fusion Core Solution in the operation of a fusion center.2. Describe in general terms the relationship between Microsoft SharePoint and Fusion Core Solution3. Define the following important terms related to SharePoint and Fusion Core Solution<ol style="list-style-type: none">a. Siteb. Web partc. Listd. Situational Awarenesse. Geospatial Intelligencef. Information life-cycle4. Identify by name the main sections of a SharePoint/Fusion Core Solution page5. Sign-in to Fusion Core Solution based on a role assigned to them6. Given the simulated receipt of a telephone call reporting suspicious activity, enter that report in the appropriate Fusion Core Solution intake form, correctly filling out each section of that intake form7. Add supplemental information on persons and vehicles to an intake form8. Attach a supplemental document in MS Word or Excel format to an intake form9. Enter address information into an intake form in such a way that information from that intake form automatically appears on the geospatial intelligence web part10. Navigate between intake forms that appear on the geospatial intelligence web part and the original source form data11. Configure their SharePoint site so they receive information of interest to them12. Modify tasks assigned to them so the status of that task is captured by Fusion Core Solution and reported with the task13. Move a task along its life-cycle from Intake to Analysis to Dissemination to Archiving14. Issue dissemination orders for a given intake form.15. Retrieve the dissemination log for a given intake form.16. State what information is recorded by the audit log for a given intake form.17. Retrieve the audit log for a give intake form.18. If the subscription search analytical tool is installed, correctly configure a subscription search request19. If the subscription search analytical tool is installed, subscribe to the subscription search of another analyst20. If the subscription search analytical tool is installed, find the subscription search notification list and retrieve a document that is displayed in that list21. If the entity extraction/link analysis tool is installed, present
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	<p>documents for extraction and analysis</p> <ol style="list-style-type: none"> 22. If the entity extraction/link analysis tool is installed, manipulate the graphic link analysis chart to move around documents and entities to create a usable workspace 23. If the entity extraction/link analysis tool is installed, display an orbital menu that retrieves supplemental information from the internet on a given entity 24. If the entity extraction/link analysis tool is installed, enter notes for a given entity <p>Additionally, upon completion of this training, MATRIX administrators will be able to:</p> <ol style="list-style-type: none"> 1. Describe the workflow of a typical fusion center based on standard operations center role assignments 2. Assign roles and permissions to analysts using Fusion Core Solution categories and SharePoint role assignments 3. Display an aggregate list of the status of all tasks in their Fusion Core Solution system 4. Display graphs, charts and other statistics on the status of all tasks, and the performance of the analysts within their Fusion Core Solution system 5. Turn SharePoint lists into Excel spreadsheets for the purpose of additional analysis and reporting 6. Make simple changes to standard web parts such as task reporting and RSS feeds that are part of Fusion Core Solution <p>Additional Training Recommendations</p> <p>Over and above the Fusion Core Solution/SharePoint 2010 training provided, Advantage Factory strongly recommends that fusion center administrators attend an in-person SharePoint Administrators training class to deepen their knowledge of working with SharePoint.</p>
Cost	\$15,400.00
Task 7. Travel and Expenses Cost	
Description	<p>Advantage Factory personnel will travel to El Paso, Texas to conduct a two-day user requirements gathering session and then, near the end of the project, a four-day user and administrative training in Fusion Core Solution and SharePoint 2010.</p>
Cost	\$3,500.00

PHASE II

Task 1. User Requirements Gathering	
Description	Advantage Factory will conduct a two-day, on-site user requirements gathering session with MATRIX principally focused on the MATRIX business processes to be supported by Fusion Core Solution
Assumptions	MATRIX will make available all key personnel involved in the use, administration, and IT support for SharePoint and Fusion Core Solution.
Implementation	Interviews with key MATRIX operations staff Preparation and delivery of user requirements report (off-site)
Criteria for Success	Priority list of FCS customizations required by MATRIX that fall within the 120-hour allocation for phase II development
Cost	\$5,600.00

Task 2. Develop and Test FCS Customizations	
Description	Based on business process requirements identified in Task I of Phase II, Advantage Factory will make modifications to Fusion Core Solution and to SharePoint 2010
Assumptions	<ul style="list-style-type: none"> • Only those customizations identified in a mutually agreed upon deliverables document will be implemented by Advantage Factory • If MATRIX desires any changes, additions, or modifications to the customizations identified in the deliverables document prior to Advantage Factory commencing work on customizing Fusion Core Solution, those changes will be reviewed by Advantage Factory and any change in cost presented to MATRIX for approval. • Advantage Factory will not commence changes on any aspect of Fusion Core Solution without prior approval by MATRIX of the costs involved in making such changes. • Advantage Factory cannot make any changes, which would in its opinion alter or lead to the alteration of Fusion Core Solution base code. This does not include normal customization of the forms used by Fusion Core Solution as long as such customizations do not necessitate alteration of the base Fusion Core Solution Code. • Advantage Factory will perform this phase of the project remotely with VPN or other remote access provided to the MATRIX server farm.
Implementation	Advantage Factory will test each new customization and data integration.

Criteria for Success	<ul style="list-style-type: none"> • When a representative of MATRIX can successfully log-on to the test Fusion Core Solution site, enter a sample customized intake form for each form type and see the results of entering that form data in a related list or report. • When a representative of MATRIX can successfully log-on to the test Fusion Core Solution site and identify that each form type is configured with the correct workflow, and that each workflow is proceeding through the correct stages. • When a representative of MATRIX can successfully log-on to the test Fusion Core Solution site and successfully utilize all of the customizations as defined in the deliverables document.
Cost	\$21,000.00

Task 3. Data Set Integration	
Description	Advantage Factory will perform dataset integration on up to 15 datasets MATRIX makes available. In this context, data set integration means two things: (1) Any integrated data set will be available through the normal SharePoint search capability; and, (2) If an integrated data set has location information (latitude and longitude information or street address information) a separated geospatial list will be created, and that list will be available for visualization through the ArcGIS for SharePoint web part.
Assumptions	<ul style="list-style-type: none"> • MATRIX will provide Advantage Factory with all information necessary to connect the MATRIX SharePoint 2010 instance with the remote data sets. • MATRIX will approve a list of what data sets it wishes to have integrated • The data sets will be accessible through either a direct SQL server connection or through a web service connection.
Implementation	1. Advantage Factory will install, configure, and test the customizations and modifications to SharePoint 2010 and FCS to support the data integration
Criteria for Success	<ol style="list-style-type: none"> 1. When a representative of MATRIX can successfully log-on to the Fusion Core Solution instance, enter a search term and see the results of that search across all of the data sets integrated in the MATRIX SharePoint environment. 2. When a representative of MATRIX can successfully log-on to the Fusion Core Solution instance, go to the ArcGIS Situational Awareness page and view any data sets with location information on a map.
Cost	\$77,000.00

Task 4. Install Advanced Components
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Description	Advantage Factory and/or representatives of Entegra Analytics (who makes many of the advanced components) will install and test a suite of advanced intelligence management and analysis components.
Components	<ol style="list-style-type: none"> 1. Advance Intelligence Management Interface (AIM). Provides Windows-8 style access to advanced components, and provides a platform for installing and utilizing the advanced components. NOTE: Does not require Windows-8 to operate. 2. Integrated Threat Awareness Console. Provides single-screen overview of incident management, GIS, cameras, FCS intakes, RSS, subscription search and chat room activity. 3. Camera Integration. Provides integrated access to up to 200 IP web cameras. NOTE: This integration is only for IP web cameras and not for video cameras which require separate video management systems not provided by Advantage Factory. 4. Integrated Analytics Suite. The integrated analytics suite provide drag-n-drop capability for subscription search, text analysis, entity extraction, and link analysis 5. Advanced Geospatial Intelligence. This component will provide MATRIX with the Entegra COP package that includes: drive-time analysis, bomb threat evacuation analysis, HAZMAT threat evacuation analysis, and Twitter location analysis. 6. NSI/SARS Integration. This components will provide MATRIX with a single-entry system for entering Tip and Lead information and then pushing that information (when desired) to the National SARS Initiative shared-space servers.
Assumptions	<ol style="list-style-type: none"> 1. MATRIX will work with Advantage Factory to design the kind of integrated consoles they desire. 2. MATRIX will provide Advantage Factory with a list of up to 200 IP web cameras. 3. MATRIX will provide Advantage Factory with a working NSI Shared Space environment to install the NSI/FCS connector. NOTE: The NSI Shared Space is provided for by IJIS and Advantage Factory is not involved in the installation, configuration or testing of the IJIS NSI Shared Space servers.
Criteria for Success	<ol style="list-style-type: none"> 1. When a representative of MATRIX can log into the Advanced Intelligence Management interface, click on each active tile shown in that interface, and successfully engage the features associated with the components for each active tile.
Cost	\$160,750.00

Task 5. Training	
Description	Advantage Factory will conduct a four days of user and administrative training in the customizations and advanced capabilities of Fusion

	Core Solution completed in phase II of this project.
Assumptions	<ul style="list-style-type: none"> • All MATRIX analysts and users will be present at this training • This training will only touch on a limited aspect of SharePoint 2010 use and administration. Complete SharePoint 2010 user and administrative trainings can require several weeks or longer, and are beyond the scope of this project.
Objectives	<p>At the end of this training, attendees will be able to:</p> <ol style="list-style-type: none"> 1. Invoke FCS and SharePoint 2010 tasks and workflow modifications that support the business processes of MATRIX 2. Perform searches of Fusion Core Solution and SharePoint 2010 that invoke data from integrated data sources. 3. Display data sets with location information on the Esri ArcGIS web part. 4. Define the difference between the SharePoint and the AIM interface to Fusion Core Solution, stating when each interface should be used. 5. Invoke the AIM interface to Fusion Core Solution and log-in to the SharePoint backend if needed. 6. View desired web-cams from within the AIM interface. 7. Configure the subscription search capability 8. Create a workspace for text and link analysis 9. Drag and drop documents in the workspace created above. 10. Interpret the results of text analysis and entity extraction. 11. Invoke the integrated link analysis capability. 12. Manipulate the link analysis workspace. 13. Perform all COP functions (drive time analysis, bomb threat evacuation analysis, HAZMAT evacuation analysis, and location-based Twitter search) on the advanced GIS component. 14. Push Tip and Lead data to the SARS Shared Space.
Cost	\$5,600.00

Task 7. Travel and Expenses Cost	
Description	Advantage Factory personnel will travel to El Paso, Texas to conduct a two-day user requirements gathering session and then, near the end of the project, a four-day user and administrative training in Fusion Core Solution and SharePoint 2010.
Cost	\$3,500.00

Ownership of Work

All customizations of Fusion Core Solution and all SharePoint components will be provided to MATRIX in the form of WSP files or their equivalent, and all ownership of such customization and components will reside with MATRIX. Excluded from this ownership transfer are any commercial products provided to MATRIX, any third party components used in the implementation of SharePoint 2010 or Fusion Core Solution by Advantage Factory, and any and all software or other components used by Advantage Factory on behalf of MATRIX for which intellectual property and other rights are already established, owned, or reserved by Advantage Factory or by another party or parties.

INDEMNIFICATION [Rev. 04-15-99] [Rev. 01-04-04]

Contractor or its insurer will indemnify, defend and hold the City, its officers, agents and employees, HARMLESS FOR AND AGAINST ANY AND ALL CLAIMS, CAUSES OF ACTION, LIABILITY, DAMAGES OR EXPENSE, (INCLUDING BUT NOT LIMITED TO ATTORNEY FEES AND COSTS) for any damage to OR LOSS OF ANY PROPERTY, OR ANY ILLNESS, INJURY, PHYSICAL OR MENTAL IMPAIRMENT, LOSS OF SERVICES, OR DEATH TO ANY PERSON ARISING OUT OF OR RELATED TO THIS AGREEMENT. Without modifying the conditions of preserving, asserting or enforcing any legal liability against the City as required by the City Charter or any law, the City will promptly forward to Contractor every demand, notice, summons or other process received by the City in any claim or legal proceeding contemplated herein. Contractor will 1) investigate or cause the investigation of accidents or occurrences involving such injuries or damages; 2) negotiate or cause to be negotiated the claim as the Contractor may deem expedient; and 3) defend or cause to be defended on behalf of the City all suits for damages even if groundless, false or fraudulent, brought because of such injuries or damages. Contractor will pay all judgments finally establishing liability of the City in actions defended by Contractor pursuant to this section along with all attorneys' fees and costs incurred by the City including interest accruing to the date of payment by Contractor, and premiums on any appeal bonds. The City, at its election, will have the right to participate in any such negotiations or legal proceedings to the extent of its interest. The City will not be responsible for any loss of or damage to the Contractor's property from any cause.

6 Detailed Service and Software Costs

Advantage Factory's price for the implementation of SharePoint 2010 and Fusion Core Solution as described in this proposal is **\$349,050.00** inclusive of travel. The following table presents a detailed cost breakdown of the services and costs included in this proposal.

PHASE I – MATRIX FUSION CORE SOLUTION PROJECT DETAILED COSTS

Item #	Description	Hours	Cost	Subtotal	Total
1	User Requirement Gathering				
	Two-day session (AF)	16	\$2,800.00		
	Compile and document requirements (AF)	16	\$2,800.00		
	Subtotal			\$5,600.00	
2	Install SharePoint 2010 Enterprise on Existing Hardware				
	Verify working state of network, web front end server, SQL Server, Authentication. All provided accounts and permissions are set	16	\$2,800.00		
	Install Development and Testing Microsoft SharePoint 2010 instance on existing hardware.	32	\$5,600.00		
	Install Production Microsoft SharePoint 2010 instance on existing hardware.	40	\$7,000.00		
	Subtotal			\$15,400.00	
3	Install Fusion Core Solution to Test Environment				
	Install and configure baseline Fusion Core Solution 1.3 baseline A, Base components, Configure FCS control groups, intakes, Set required workflows to test environment.	24	\$4,200.00		
	Install and configure Fusion Core Solution navigation ribbon to test environment		\$0.00		
	Install and configure Fusion Core Solution dashboard to test environment		\$0.00		
	Subtotal			\$4,200.00	
4	Design, Develop, Install Fusion Core Customizations				
	Develop, design, test and install custom FCS MATRIX components	120	\$21,000.00		
	Subtotal			\$21,000.00	
5	Install Fusion Core Solution and all customizations to Production Environment				
	Install and configure baseline Fusion Core Solution 1.3 baseline A, Base components, Configure FCS control groups, intakes, Set required workflows to test environment.	12	\$2,100.00		
	Install and configure Fusion Core Solution navigation ribbon to production environment		\$0.00		
	Install and configure Fusion Core Solution dashboard to production environment		\$0.00		
	Install all MATRIX SharePoint and Fusion Core customizations to production environment	24	\$4,200.00		
	Install SharePoint ArcGIS customizations to production environment	24	\$4,200.00		
	Subtotal			\$10,500.00	
6	System Documentation and Training				
	Develop User Manuals and related system documentation for MATRIX Fusion Core and custom Fusion Core components	28	\$4,900.00		
	Develop User Manuals and related system documentation for MATRIX SharePoint ArcGIS customizations	28	\$4,900.00		
	Conduct 4-day, on-site user training (3-days FCS, 1-day SharePoint for FCS Admin)	32	\$5,600.00		
	Subtotal			\$15,400.00	
7	Travel				

	Trip #1 (Two-day, user requirements gathering)		\$1,400.00		
	Trip #2 (3-day training, 1-day SharePoint admin training for FCS)		\$2,100.00		
	Subtotal			\$3,500.00	
	Total Phase I	564			\$75,600.00

PHASE II – MATRIX FUSION CORE SOLUTION PROJECT DETAILED COSTS					
Item #	Description	Hours	Cost	Subtotal	Total
1	User Requirement Gathering				
	Two-day session (AF)	16	\$2,800.00		
	Compile and document requirements (AF)	16	\$2,800.00		
	Subtotal			\$5,600.00	
2	Development Costs				
	Additional development hours	120	\$21,000.00		
	Subtotal			\$21,000.00	
3	Data Integration				
	Integration of data sets with dataset redundancy elimination		\$77,000.00		
	Subtotal			\$77,000.00	
4	Advanced Components				
	Advanced Intelligence Management Interface		\$35,000.00		
	Integrated Awareness Console Integration (Cameras and GIS) requires Advanced Intelligence Management Interface		\$17,500.00		
	Camera Integration (non-video web cams up to 200) (requires Advanced Intelligence Management Interface)		\$10,000.00		
	Integrated Analytics Suite (Subscription Search, Text Analysis, Link Analysis) limited to 10 per-named-seat users (requires SharePoint API module)				
	Entegra SharePoint API module	\$10,000.00			
	Entity Extraction Service module	\$10,000.00			
	Entegra Analytics for SharePoint Suite (10 Named Users)	\$32,500.00			
	Total		\$ 52,500.00		
	Advanced GIS Analytics (Requires advanced intelligence management interface)		\$20,000.00		
	NSI/SARS Integration with FCS		\$8,250.00		
	One-year basic support level (begins after 90-day warranty)***		\$17,500.00		

	Subtotal				\$160,750.00
4	Training				
	Conduct 4-day, on-site user training	32	\$5,600.00		
	Subtotal				\$5,600.00
5	Travel				
	Trip #1 (2-day, user requirements gathering)		\$1,400.00		
	Trip #2 (4-day training)		\$2,100.00		
	Subtotal				\$3,500.00
	Total Phase II				\$273,450.00
	ANNUAL MAINTENANCE AND SUPPORT FEES				
1	Advantage Factory Service Level Agreement				\$25,000.00
2	Entegra Analytics Advanced Intelligence Management Interface License Renewal Fee				\$7,000.00
3	Entegra Analytics Integrated Analytics Suite				\$10,500.00
	TOTAL PROJECT (Phase I & Phase II & Maintenance Costs)				\$391,550.00

* **Customizations of Fusion Core Solution:** This proposal allocates 240 hours of customization work on Fusion Core Solution as determined by the requirements of MATRIX. Not all desired customizations may be possible within this allotted time. MATRIX, in conjunction with Advantage, will be given the opportunity to prioritize which set of customizations they wish to proceed with.

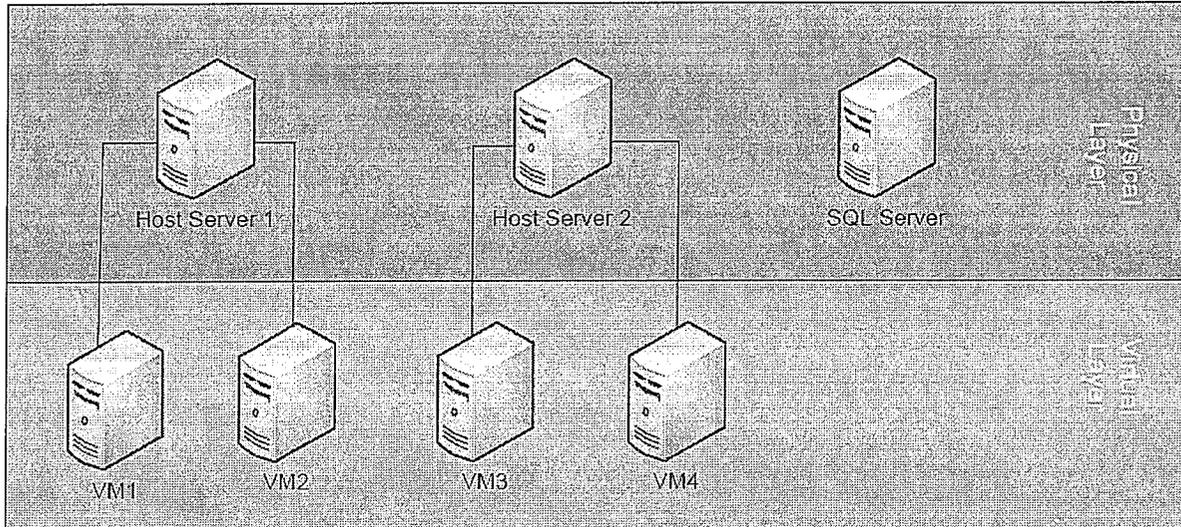
** **Additional Users.** Additional users can be added for approximately \$3,250.00 per user.

*** **Basic support level agreement.** 30% discount for first-year only. Support level agreement starts after 90-day warranty period expires and covers only Fusion Core Solution and other Advantage Factory components.

TABLE OF ANNUAL MAINTENANCE AND SUPPORT FEES

Item	Cost Basis	Amount	Begins
Advantage Factory Service Level Agreement	Basic Service Level Agreement	\$25,000.00	90 days plus one-year after completion of current project
Entegra Analytics Advanced Intelligence Management Interface License Renewal Fee	20% of installed cost	\$7,000.00	One-year after installation of component
Entegra Analytics Integrated Analytics Suite	20% of installed cost	\$10,500.00	One-year after installation of component
TOTAL		\$42,500.00	

7 System Architecture – MATRIX SharePoint 2010/Fusion Core Solution



Name	Role(s)	Virtual	Specs
Host Server 1	Virtual Machine Host Server	No	Windows Server 2008 R2 Enterprise, 8-12 Cores, 32+GB Ram, 1-2 TB HDD, Hyper-V Supporting Processor
Host Server 2	Virtual Machine Host Server	No	Windows Server 2008 R2 Enterprise, 8-12 Cores, 32GB Ram, 1-2 TB HDD, Hyper-V Supporting Processor
SQL Server	Primary Database Server for SharePoint	No	Windows Server 2008 R2, SQL Server 2008 Standard, 4-6 cores, 32GB RAM, 1-2TB HDD
VM1	SharePoint Farm Web Front End server, Query Service, Central Administration	Yes	Windows Server 2008 R2 Standard, Microsoft office 2010, Pro, 4-6 Cores, 32GB RAM, 1-2TB HDD
VM2	SharePoint Farm Indexing Service, other processing intensive services	Yes	Windows Server 2008 R2 Standard, 4-6 cores, 8GB RAM, 500GB HDD
VM3	SharePoint Farm Application Server	Yes	Windows Server 2008 R2 Standard, 4-6 cores, 8GB RAM, 500GB HDD
VM4	ArcGIS Server	Yes	Windows Server 2008 R2 Standard, 4-6 cores, 8GB RAM, 500GB HDD, ArcGIS SDE Server

ASSUMPTIONS:

1. Two SharePoint web front end servers will be used to allow isolation of processing intensive applications such as search indexing.
2. SQL Server will be installed natively on a physical server.
3. ArcGIS SDE Server to be accessed as needed through network connection
4. System configuration is expandable and capable of supporting minimally up to 500 users based on size of RAM, number of CPU cores, and amount of disk space allocated to virtual machines
5. MATRIX IT will provide all physical and virtual servers
6. MATRIX IT will support and maintain the physical and virtual server environment after Advantage Factory has completed installation of SharePoint, Fusion Core Solution, and other software specified in this document.
7. MATRIX IT will be responsible for routine, daily SharePoint and SQL administration and maintenance.
8. MATRIX IT will be responsible for back-ups, recovery, and performance optimization of the SharePoint/SQL environment created for Fusion Core Solution and other software specified in this document.

Espinosa, John

From: Clyde Ford <clyde.ford@advantagefactory.com>
Sent: Thursday, August 22, 2013 11:09 AM
To: Espinosa, John
Subject: Confidentiality extended

Dear John,

This e-mail is to inform you that Advantage Factory authorizes you and your department to share with the City of El Paso, Texas any information contained in our response to an RFP from the MATRIX fusion center entitled, "Microsoft SharePoint 2010 and Fusion Core Solution Implementation For the El Paso Fusion Center." While the bottom of the page states "Confidential – For MATRIX and Advantage Factory Use Only," there is nothing contained in this document which employees of the City of El Paso, Texas should be prevented from seeing.

Thank you,



Clyde W. Ford, Director of Justice and Public Safety
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