

THE OCEAN COUNTY UTILITIES AUTHORITY
REQUEST FOR PROPOSALS
WONDERWARE CUSTOMER FIRST SUPPORT PROGRAM

The Ocean County Utilities Authority (Authority) is requesting a certified vendor or business partner of Wonderware North to provide Wonderware Customer First Support Program. This Request for Proposals (RFP) is being issued, and a purchase order will be awarded under the “Fair and Open” process pursuant to New Jersey Local Unit “Pay To Play” Law, Chapter 19, P.L. 2004 (as amended by P.L. 2005, c.51), N.J.S.A. 19:44A-20.4 et seq.

All firms / individuals submitting a proposal are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c.271, s.3) if the firm / individual receives contracts in excess of \$50,000 from public entities in a calendar year. It is the firm’s / individual’s responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

Anyone who downloads the RFP from the Authority’s website is requested to notify and register their name and contact information with the Authority via email (dstupar@ocua.com) so they can be notified in the event of any addenda issued.

CRITERIA FOR WONDERWARE CUSTOMER FIRST SUPPORT PROGRAM:

Wonderware Customer First Support should include the following benefits:

1. Software Maintenance and Enhancements
 - Software upgrades and updates
 - Patches, service packs
 - Hot fixes
2. Automated Communications
 - WonderUpdate via e-mail
 - Tech alerts via e-mail
3. Online support
 - Wonderware developer network
 - Incident submission & tracking via websupport
 - Expert system knowledge base (online and cd format)
 - Wonderware security central
 - TechNotes
 - Incident submission via e-mail
4. Enhanced technical support
 - Immediate telephone support via wonderware north
 - Remote support
5. Training
 - Online training with access to over 60 online courses
 - Discounts on training classes held at Wonderware North

Proposals will be evaluated by the Authority on the basis of the most advantageous, price and other factors considered.

THE EVALUATION WILL CONSIDER:

1. Proof of Wonderware Partner Status.
2. Compensation proposal.
3. Thoroughness and completeness of the firm's / individual's submittal.
4. Other factors if demonstrated to be in the best interests of the Authority.
5. Other specific criteria set forth in the requests for proposals which are unique to said requests for proposals.

ALL SUBMISSIONS SHALL INCLUDE THE FOLLOWING MINIMUM INFORMATION:

1. Name of the individual(s) to be assigned to perform the tasks.
2. Professional experience and education of the individual(s) to be assigned including a listing of experience with the Authority and /or experience with other Authorities.
3. A statement concerning the ability of the firm / individual to perform tasks assigned by the Authority in a timely fashion.
4. Professional licenses and certifications held by the firm or individual(s) to be assigned.
5. A description of the support staff available to the individual(s) to be assigned.
6. A list of four professional references with addresses and telephone contact numbers. Three must have direct knowledge relating to your experience in the requested service.
7. The Non-Collusion Affidavit (Attachment A) must be completed and submitted with the RFP package.
8. If the proposer is a corporation, partnership, limited partnership, limited liability corporation, limited liability partnership or a subchapter S corporation, the proposer, in compliance with P.L. 1977, Chapter 33, must submit, with their RFP package, the Ownership Statement Form (Attachment B), setting forth the names and addresses of all stockholders or individual partners who own 10% or more of its stock or interest. If one or more such stockholder or partner is itself a corporation, partnership, limited partnership, limited liability corporation, limited liability partnership or a subchapter S corporation, the

stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, shall also be listed.

9. If selected, a copy of your New Jersey Certificate of Employee Information Report Approval pursuant to N.J.A.C. 17:27-1.1 et seq. or a completed Form AA-302 Initial Employee Information Report will be required.
10. If selected, a copy of your Business Registration Certificate as required pursuant to section 1 of P.L. 2001, c.134 (C.52:32-44 et al.) or subsection e. or f. of section 92 of P.L. 1977, C110 (C.5:12-92) will be required.
11. If selected, you will be required to comply with the Mandatory Equal Employment Opportunity requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C.. 17.27.

SUBMISSION REQUIREMENTS:

All responses to this Request for Proposals (RFP):

1. Will be opened publicly in the Authority's Public Meeting Room at 501 Hickory Lane, Bayville, New Jersey, commencing at 2:00 p.m., prevailing time, on October 18, 2011.
2. Must be signed by the proposer and must be enclosed in a sealed envelope bearing the name and address of the submitter, the name of this RFP, and the RFP due date on the outside of the envelope.
3. Responses which are to be hand delivered the day of the opening must be taken and presented to the David W. Stupar, Director of Information Services (or designee) before the time the responses to this RFP are called for.
4. Responses to this RFP which are to be mailed, shall be mailed to:

David W. Stupar, Director of Information Services
Ocean County Utilities Authority
PO Box P
Bayville, NJ 08721

and must be received prior to 2:00 p.m., prevailing time on the date on which they are to be opened.

5. The Authority will not be responsible for late mail deliveries and no responses to this RFP will be accepted by the Authority if received after the time stipulated above.
6. An original and two copies, as well as an electronic (pdf) copy, of your response to this RFP must be submitted for your response to be deemed complete.

The Ocean County Utilities Authority reserves the right to reject any or all proposals, or to waive any informality in the proposals and to accept any proposal deemed in the best interest of the Authority.

The award of this purchase order is subject to the ten (10) day review period provided by S763, N.J.S.A 40:14B-14.

The Ocean County Utilities Authority will award a single purchase order for this RFP. It is therefore imperative that all firms / individuals submitting a proposal indicate a cost for the specific task as listed below:

Task I – Wonderware Customer First Agreement – Standard Level – One Year

Extended Total \$ _____

TOTAL AMOUNT OF PROPOSAL \$ _____

OWNERSHIP STATEMENT

If the Proposer is a corporation, partnership, limited partnership, limited liability corporation, limited liability partnership or a subchapter S corporation, the Proposer, in compliance with P.L. 1977, Chapter 33, shall submit, with their Proposal Package, the following statement setting forth the names and addresses of all stockholders or individual partners who own 10% or more of its stock or interest. If one or more such stockholder or partner is itself a corporation, partnership, limited partnership, limited liability corporation, limited liability partnership or a subchapter S corporation, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, shall also be listed.

IF NONE, SO STATE

INDIVIDUAL

ADDRESS
