

**Request for Proposals**  
**for**  
**Network Discovery and Security Best Practices**

**Rhode Island Student Loan Authority**

935 Jefferson Blvd., Suite 3000, Warwick, RI 02886

**August 24, 2017**

**Please note the following critical dates:**

RFP Issued, Posted to RI Division of Purchases website	August 24, 2017
Conference call for questions	September 1, 2017
Due date for receipt of proposals	September 8, 2017
Anticipated decision date	September 11, 2017

## Background

The Rhode Island Student Loan Authority (RISLA) was established in 1981 as a public agency of the State of Rhode Island and is a leading originator of state-based education loans. RISLA also offers free college planning services through the College Planning Center of Rhode Island (CPCRI), hosts RIScholarships.org, a statewide database of hard-to-find local scholarships, and Bridge.jobs, a web-based tool that connects employers and students with internship opportunities.

## Scope of Work

RISLA is soliciting proposals from qualified bidders to provide a computer network consultation with a focus on network security.

Potential bids shall include only the following:

- Review our Palo Alto configuration and assist in troubleshooting following issues:
  - Dedicated Palo Alto internal scanning not functioning
    - Current interface is plugged into switch and may be misconfigured
      - Verify Palo Alto interface is configured correctly
      - Verify Palo Alto is correctly configured to monitor internal network traffic
      - Verify Switch port is configured correctly (spanned port to port mirror)
      - Verify switch can perform task without adversely effecting general network performance.
- Review current network topology and make security suggestions that in line with best practice including review of:
  - Local access control
  - Current switching configuration
  - Current VLAN configuration
  - Current storage network
  - Current management network
  - Current client network

## RISLA Infrastructure

- 50 windows 7/10 workstations
- 2 VMware hosts - 12 prod VMs
- 2 physical servers
- 1 Palo Alto Firewall
- 5 HP ProCurve L3 switches

## Completion Criteria & Deliverables

RISLA expects to receive draft reports no later than 2 weeks after completion of in-office review, and a full deliverable no later than 30 days after completion of the in-office review. Goals to be achieved in order to be successful and Reports include:

- Palo Alto will be configured to scan internal traffic (or RISLA will be provided suggestions to do so if current infrastructure is deemed incapable of performing task and functioning properly)
- Palo Alto will be configured with a certificate to allow decryption.
- Provide a network topology diagram of RISLA's network
- Provide RISLA a list of suggestions to improve security across our enterprise

## Proposal Questionnaire

Please answer the below questions in your proposal to provide us with insight into the agency's capabilities, experience and philosophy.

1. **Background.** Please tell us about your agency and your team.
  - a. State your agency name and address.
  - b. Designate who RISLA's primary point of contact will be.
  - c. When was the firm established?
  - d. How many full-time employees do you have and what is their average tenure?
  - e. Please provide a brief description and history of your agency.
2. **Experience.** A description of the firm's relevant experience in resale, particularly for public or non-profit entities.
  - a. Please include a list of your clients and the number of years you have worked with them for IT purchasing.
3. **References.** Provide three (3) client references from previous work including organization name, name of contact, phone number, email address, description of services provided, term of service, result, and any other relevant information.
4. **Equal Employment Opportunity.** The Proposer must include an explanation of its commitment to equal opportunity and affirmative action and include a copy of its equal opportunity and affirmative action policies.
5. **Ethics.** RISLA and its Board of Directors and staff are committed to maintaining the highest standard of ethics in the awarding of contracts. In accordance therewith RISLA requires that the chief operating officer of each Proposer certify the following:

"Neither the Proposer nor any officer, employee, agent, representative or affiliate of the Proposer has given or offered or shall give or offer to any Board Member, employee, or representative of RISLA or to any family member of the foregoing, or to any business by which any of the foregoing persons are employed, or to any official of the State of Rhode Island who is subject to the State Code of Ethics, any gift, loan, political contribution, reward, or promise of future employment based on any understanding or expectation that the vote, official action, or judgment of the person would be influenced thereby, and, that no officer, employee, agent, representative, or affiliate of the Proposer shall have any direct or indirect nonincidental contact with any member of the board of directors of RISLA during any period of time prior to RISLA's

award of the Contract, except at a public meeting of the Board of Directors of RISLA or at a meeting of a subcommittee of the Board of Directors.”

Any violation of the foregoing shall result in immediate disqualification of the Proposer.

## Pricing

The bid should indicate the overall fixed price for the engagement as well as hourly rates and an estimated total number of hours for each category of assigned personnel (e.g. partner, manager, senior staff, etc.). If including travel and other non-personnel costs, please list separately.

## Selection Process

Review of the proposals will be undertaken by a committee comprised of staff from RISLA. This committee will review all proposals and recommend an individual or firm to provide media planning and buying services for RISLA. Final selection will be made based on the cost structure/commission rate, experience and expertise, and a demonstrated ability to provide results.

**A conference call will be held on Friday, September 1, 2017 @ 1:00 p.m. to publicly address any questions individuals or firms responding to this RFP may have. If you are interested in participating in this call, please contact Michael Capraro at [MCapraro@risla.com](mailto:MCapraro@risla.com) for dial-in information.** With the exception of a question and answer process and other communications which might be initiated by the RFP review committee in the course of its review, please note that no member or representative of your organization may discuss the RFP or your proposal with any employee or board member of RISLA or any Rhode Island state official, office holder, or employee (including general officers, state legislators and their staffs, etc.) or any other party who might reasonably be considered to have any influence on vendor selection until RISLA has announced a decision with respect to this RFP. Proposers shall, in their proposals, represent and warrant that they have complied with the preceding sentence.

**Proposals must be received no later than 4:00 p.m. on Friday, September 8, 2017.**

Please deliver your response to:

**Michael Capraro  
935 Jefferson Blvd  
Suite 3000  
Warwick, RI 02886**

RISLA reserves the right to cancel this request for proposals, to reject any and all proposals submitted, in part or in their entirety, to request any additional clarifying information from any proposers, and to negotiate separately with any and all proposers. Issuance of this RFP does not commit RISLA to pay costs incurred in the preparation of proposals.

Rhode Island Student Loan Authority  
Date: August 24, 2017

Bidder's Conference Summary:

Amended RFP – Removed Palo Alto decryption from scope.

Network Traffic Monitoring – To work as a “snort box”. Capturing lateral movement between LAN endpoints. IF Palo Alto cannot handle such CPU and network intensive monitoring, software or hardware suggestions are acceptable.

Switch models – HP ProCurve 2910

Hourly, Fixed, NTE Pricing – Ideally your NTE price should be the same as your fixed price. RISLA will not be responsible for more or less than the fixed price submitted. Hourly rate is to be supplied only to show RISLA how you arrived at your total. Actual hours worked (More or less) will not change amount due at project completion.