



Request for Proposal

PREPARED BY:

Regional Income Tax Agency
10107 Brecksville Road, Brecksville, OH 44141

PROJECT TITLE:

Network Intrusion Prevention System (NIPS) Solution

ISSUED DATE:

Monday May 9, 2022

RESPONSES DUE DATE:

5:00 p.m. E.S.T., Monday June 6, 2022

REGIONAL INCOME TAX AGENCY

Network Intrusion Prevention System (NIPS) Solution Request for Proposal

TABLE OF CONTENTS	Page
Letter from the Executive Director	3
RFP Introduction	4
Network Intrusion Prevention System (NIPS) Solution Requirements	5
Proposal Responses	6
Proposal Instructions	8



*Ohio's Leader in Municipal
Tax Collection & Administration,
Serving Taxpayers & Local
Governments **Since 1971***

Monday May 9, 2022

The Regional Income Tax Agency (RITA, the Agency) is seeking proposals for a Network Intrusion Prevention System (NIPS) Solution.

Proposals are to be submitted electronically to rfp@ritaohio.com no later than 5:00 p.m. E.S.T., Monday June 6, 2022.

If your firm is interested in submitting a proposal, please execute the attached Mutual Non-Disclosure Agreement and return to Leko Ford, IT Security Administrator, at rfp@ritaohio.com.

Upon successful execution of the attached Mutual Non-Disclosure Agreement, Mr. Ford will provide a technical addendum on existing hardware and software information.

Potential vendors may direct questions or requests for clarification to Mr. Ford at rfp@ritaohio.com through 5:00 p.m. E.S.T., May 27, 2022. A copy of the questions and requests received, along with RITA's responses, will be provided to each party that has executed a Mutual Non-Disclosure Agreement, without identifying the source of the question or request. To the extent possible, you are asked to compile your questions and requests and submit them all at one time.

Please be aware that the Agency reserves the right to reject any and all proposals, or any part of any proposals, or to waive informalities or defects in proposals, as the Board of Trustees of the Agency deems to be in the best interest of the Agency.

Cordially,

Donald W. Smith
Executive Director

RFP Introduction

The Regional Income Tax Agency (RITA, the Agency) is a governmental entity established to administer and collect local income taxes for political subdivisions. As an agent for its municipalities, RITA provides substantial financial services to its members. Municipal income tax is collected from individuals and/or employers withholding on salaries, wages, commissions, fees and other forms of compensation. The tax is also collected from business entities based on net profits.

As of 12/31/2021 there are over 390 taxing jurisdictions in 78 counties served by the Agency (just over 50% of all taxing jurisdictions in Ohio with an income tax) and total annual tax collections are over \$1.9 billion.

The purpose of this RFP is to solicit proposals for a Network Intrusion Prevention System (NIPS) Solution for RITA. The objective of the RFP is to provide vendors/respondents (vendors) with the minimum requirements necessary to partner with RITA. While vendors are required to provide a response on this entire proposal, RITA reserves the right to award separate portions of the proposal to different vendors.

RITA intends to award a three-year contract. A contract shall be awarded to the most responsive and responsible vendor as soon as practicable after the opening of proposals. The vendor to whom the award is made shall enter into a written contract in a form acceptable to RITA within ten (10) days of notification of award.

The Regional Income Tax Agency is not responsible for any costs incurred by the respondent in preparation of a proposal. RITA reserves the right to negotiate with vendors submitting proposals in order to obtain the most favorable terms, conditions and pricing for the Agency as determined by the Agency in its sole discretion. Also, as deemed in the best interest of the Agency by the Board of Trustees, RITA reserves the right to reject any or all parts of the proposals.

Network Intrusion Prevention System (NIPS) Solution Requirements

RITA is looking to replace our existing Network Intrusion Prevention System (NIPS). This replacement effort will allow the Agency to provide intrusion prevention services as we administer and collect municipal income tax.

Listed below are the requirements the Agency is looking to procure as part of the Network Intrusion Prevention System (NIPS) solution.

Required Features are items the Agency is requesting all proposals include. **Optional Features** are not required but will be accepted in all proposals for review.

RITA Objectives	Required Feature	Optional Feature
Ability to provide intrusion prevention techniques to detect and/or prevent intrusions into RITA's network	Yes	
Ability to monitor, prevent and/or block known internet protocol (IP) addresses and sites participating in malicious activity	Yes	
Ability to monitor and filter traffic based on geographical location (Geolocation)	Yes	
Ability to monitor, prevent and/or block malicious files and/or attachments	Yes	
Ability to utilize feeds and/or updates from reputable services to identify, prevent and/or block near real-time malicious traffic/zero-day attacks	Yes	
Ability to provide real-time alerts on malicious traffic	Yes	
Ability to provide historical reporting on intrusion prevention statistics	Yes	
Ability to provide audit reports on administrative activity and/or configuration changes	Yes	
Ability to interoperate with the Agency's standardized network equipment	Yes	
Ability to integrate/consolidate with existing RITA services/hardware to provide intrusion prevention techniques		Yes
Ability to extend intrusion prevention techniques to internal network segments		Yes

Proposal Responses

Proposals must be submitted in the format and order outlined below. All proposals should present all information in a concise manner, neatly arranged, legible, and in terms understandable for evaluation. All information requested is to be addressed directly and completely.

It is more desirable to give additional information than less when the answer could be misinterpreted. There should be no attachments, enclosures, or exhibits other than those considered by the proposer to be essential to a complete understanding of the proposal submitted.

Each section of the proposal must be clearly identified with the following headings and in the order specified below.

Section I – Qualifications & Experience

1. Describe your experience implementing a network intrusion prevention system. How many years has your company been in business and how long has your product been on the market?
2. Provide a list of customers/references that would be similar in size or industry to our account.

Section II – Network Intrusion Prevention System (NIPS) Methodology and Implementation

1. Does the solution have the ability to provide intrusion prevention techniques to detect and/or prevent intrusions into RITA's network?
2. Describe in detail how your solution monitors, identifies, prevent and/or block malicious traffic.
3. Describe in detail the implementation process of your solution. Please also include the deployment option (e.g. physical device, virtual appliance, dedicated or integrated).
4. Describe in detail how your solution ensures network performance and throughput are adequately sized.

Section III – Features

1. Does the solution have the ability to monitor and filter traffic based on geographical location (Geolocation)?
2. Does the solution have the ability to monitor files/attachments?
3. Describe in detail how the solution utilizes feeds from reputable services to identify malicious traffic?

Section IV – Reporting & Alerts

1. Does the solution have the ability to identify and report on configuration changes?
2. Does the solution have the ability to provide real-time alerts on malicious traffic?
3. Does the solution have the ability to provide historical reporting on NIPS statistics?

Section V – Costs and Pricing

The Agency requests that all costs and pricing are provided with great detail. This will allow the Agency to understand the cost breakdown based on solution and any cost incurred during the lifetime of the contract.

1. Total cost of the recommended solution
2. Professional services cost
3. Hardware costs
4. Software costs
5. Maintenance costs

Proposal Instructions

All proposals must be submitted in the format and order outlined in the Proposal Responses section and submitted electronically to rfp@ritaohio.com.

All proposals must be received by the Executive Director, Regional Income Tax Agency, by 5:00 p.m. E.S.T., June 6, 2022. All proposals shall be emailed to rfp@ritaohio.com.

It is RITA's intention to enter into a contract as soon as practical after the proposals are evaluated and Board approval is received. The successful vendor shall enter into a contract with the Regional Income Tax Agency within ten days of the notification of award or as soon as practical thereafter as determined by RITA. Implementation work is expected to begin no later than the first business day of the month following the execution of the contract.

Proposals will be evaluated on several factors including the degree of fit to the requirements and cost.

The Agency reserves the right to reject any and all proposals, or any part of any proposal, or to waive informalities or defects in proposals, as the Board of Trustees of the Agency shall deem to be in the best interest of the Agency. By submitting a proposal, each respondent is insuring that complete confidentiality of all Agency information will be maintained by all vendor personnel.

By submitting a proposal, each respondent is insuring that the vendor is an Equal Opportunity Employer and that their employees and applicants for employment are not discriminated against because of their race, color, religion, national origin, disability, age, genetic information, military status or sexual orientation. By signing a contract with RITA, the successful vendor guarantees that they comply, or will comply with the above provision and all other applicable state and federal laws regarding public contract work, and agrees to indemnify and hold the Regional Income Tax Agency harmless from any claims or damages incurred against or by the Regional Income Tax Agency resulting from any non-compliance by the successful vendor.

By submitting a proposal, each respondent is declaring that they are not in arrears to RITA for municipal income taxes or any other obligation to the Agency.