



## **NOTICE TO OFFERORS**

August 24, 2023

### **AFFILIATED AGENCIES**

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

*Service Authority for  
Abandoned Vehicles*

**SUBJECT: Request for Proposal (RFP) 3-2540  
"Microsoft Azure VMware Solution Consulting Services"**

**All Offerors:**

This letter shall serve as **Addendum No. 2** to the above RFP issued by the Orange County Transportation Authority (Authority). Offerors are reminded that the proposal submittal due date is at or before **2 p.m., September 7, 2023**.

Offerors are notified that the proposal due date is hereby extended to September 7, 2023.

Offerors are notified that the date to conduct interviews has been changed from September 21, 2023, to September 28, 2023.

The following is a response to a written questions received on or before 2:00 p.m. on August 21, 2023, as stated in the RFP package.

Question 1: Any incumbent currently?

**Response 1: No.**

Question 2: Project duration is for 1 (one) year, any extension or renewal?

**Response 2: No extension or renewal.**

Question 3: Is this remote role or Candidate has to be onsite?

**Response 3: It can be remote.**

Question 4: Could the Authority please confirm if it is allowed to use a subcontractor for this project?

**Response 4: Subcontractors are allowed.**

Question 5: If we are not a certified Microsoft Partner on Azure, can we engage a subcontractor to meet the certification requirements?

**Response 5: Yes. The proposal must include information about the subcontractor in the same manner as the requirements for the primary firm.**

Question 6: If we don't have experience with Azure VMware Solution, can we engage a subcontractor to meet the experience requirements?

**Response 6: See response to Question 5.**

Question 7: Could the Authority kindly confirm whether it is permissible to utilize subcontractor references?

**Response 7: No.**

Question 8: Could the Authority kindly consider granting an extension for the due date?

**Response 8: As noted above, the proposal due date is hereby extended to September 7, 2023.**

Question 9: What is the estimated budget for this entire project?

**Response 9: See page i of RFP package. The budget for this project is \$200,000.00 for a twelve (12)-month term.**

Question 10: Could OCTA provide more detailed information about the virtual environment intended for migration to Microsoft Azure? This additional insight would enable us to create a more precise proposal scope. Usually, we use RVTools for this purpose, but we're open to using a similar application if it can export the required information.

**Response 10: This information will be provided during the actual project engagement.**

Question 11: What is the expected timeline for the migration project? When do you plan to start, and are there any specific milestones or deadlines?

**Response 11: The project is expected to start in December. There are no deadlines at this point. The duration will be determined during the initial phases of the project.**

Question 12: What is the current version of VMware being used? What license type?

**Response 12: vSphere/ESXi 7.0 Update 3k. vSphere 7 Enterprise Plus vCloud Suite**

Question 13: Can you describe your current VMware environment (how many ESXi hosts and/or clusters, what versions, vSphere, vCenter, etc.)?

**Response 13: 32 hosts, vSphere/ESXi 7.0 Update 3k. vCenter version 7.0.**

Question 14: What type of storage (SAN, NAS, local storage, etc.) is used in the VMware environment, and how is it provisioned?

**Response 14: See response to Question 10.**

Question 15: Are there any specific network configurations, such as VLANs or firewall rules, that are currently in place?

**Response 15: See response to Question 10.**

Question 16: Are there existing documentation and diagrams available for the current VMware environment and the application architecture?

**Response 16: See response to Question 10.**

Question 17: What tools are in use for monitoring, alerting, and managing the VMware environment? Is there a requirement to integrate these tools with Azure or any Azure-native tools after migration?

**Response 17: Currently utilizing the native VMware tools (vRealize, etc.). During this pilot we would like to test using the native tools provided by Microsoft.**

Question 18: What is the architecture of the application that will be migrated?

**Response 18: See response to Question 10.**

Question 19: What are the dependencies for the application, such as databases, middleware, or other services?

**Response 19: See response to Question 10.**

Question 20: If the application that is part of this migration uses a database, are these on a dedicated server or shared with other applications?

**Response 20: See response to Question 10.**

Question 21: Do you wish evaluate possibilities for modernization/optimization with Azure PaaS (for example SQL instances, Load Balancer, etc.)? Or is this not needed for the PoC project?

**Response 21: No.**

Question 22: What OS (Operating System) versions are running on the VMware VMs, and are there any known compatibility issues with Azure VMware Solution? Optionally, can you provide CPU, RAM, Disk and bandwidth requirements for VMs that will be migrated? This will help determine the AVS node size and network requirements.

**Response 22: See response to Question 10.**

Question 23: Are there VMs with attached peripheral devices or specific hardware requirements?

**Response 23: No.**

Question 24: Are there any specific security or compliance requirements for the application?

**Response 24: See response to Question 10.**

Question 25: What is the expected downtime tolerance for the application during the migration process?

**Response 25: These are all test/dev servers so downtime will not be an issue.**

Question 26: Are there any specific testing or validation procedures that must be followed during the migration?

**Response 26: See response to Question 10.**

Question 27: Do you have requirements for disaster recovery within Azure for the AVS workloads? If so, what's the expected

Recovery Time Objective (RTO) and Recovery Point Objective (RPO)?

**Response 27: 24-hour RTO and RPO.**

Question 28: Do you have any specific HA requirements for application while it is running in Azure?

**Response 28: See response to Question 10.**

Question 29: How are vSwitches configured? Are you using or planning to use vSphere Distributed Switches (vDS)?

**Response 29: See response to Question 10.**

Question 30: How do you envision the network topology within AVS? For example, how many segments, routed networks, or isolated networks are required?

**Response 30: See response to Question 10.**

Question 31: Do you want to stretch the existing VLANs/subnets between on-premises and AVS, or do you intend to create new network segments in AVS and migrate the VMs to those segments?

**Response 31: See response to Question 10.**

Question 32: What bandwidth and latency requirements are you foreseeing for the stretched or extended networks?

**Response 32: See response to Question 10.**

Question 33: How do you plan to handle IP address management within AVS? Will you be using existing IP schemes, or will you need new ones?

**Response 33: See response to Question 10.**

Question 34: Are there requirements for micro-segmentation within the AVS networking?

**Response 34: See response to Question 10.**

Question 35: Are you currently using Azure for any other workloads that we need to consider while designing the Azure

environment, or do you plan to implement AVS in a separate environment/subscription?

**Response 35: Separate environment/subscription.**

Question 36: How do you plan to handle identity and access management within the AVS environment? Will there be integration with Azure AD, or will it use existing identity solutions?

**Response 36: See response to Question 10.**

Question 37: What licenses are/will be assigned to admin users? Do you need to configure MFA? Do you want to utilize advanced security tools such as Privileged Identity Management and Access Reviews?

**Response 37: See response to Question 10.**

Question 38: Are there any legislative requirements for configuration of Azure environment? For example, using Government tenant, CJIS compliance, etc.

**Response 38: No.**

Question 39: Do you have an expected configuration for the Azure Landing Zone, including network, security, and governance requirements? Or is this part of the project to design and provide recommendations?

**Response 39: See response to Question 10.**

Question 40: Do you require Azure cost estimation as part of the project? Do you require budgeting or cost management controls, such as Azure Cost Management or budget alerts?

**Response 40: Yes. One of the goals for this project is to measure costs.**

Question 41: Do you already have an Azure ExpressRoute circuit established? If yes, what's the bandwidth of the current circuit?

**Response 41: No.**

Question 42: What are the plans for DNS resolution within AVS? Will you be integrating with Azure DNS or using an on-premises solution?

**Response 42: See response to Question 10.**

Question 43: Do you require configuration of the Azure Firewall for the entire Azure environment, or just for the AVS?

**Response 43: Just AVS.**

Question 44: What specific traffic patterns and flows do you need to secure using the Azure Firewall?

**Response 44: See response to Question 10.**

Question 45: Do you have an existing rule set that needs to be translated into Azure Firewall, or will this be a new rule set configuration?

**Response 45: See response to Question 10.**

Question 46: Are there any specific FQDNs or IP address ranges that need to be explicitly allowed or denied?

**Response 46: See response to Question 10.**

Question 47: Are there specific protocols and ports that need to be configured on the firewall rules?

**Response 47: See response to Question 10.**

Question 48: Are you interested in the Azure Firewall Premium SKU features, such as TLS inspection, IDPS, and URL filtering?

**Response 48: See response to Question 10.**

Question 49: How are you planning to monitor and log the firewall activity? Is integration with Azure Monitor or any other monitoring solution required?

**Response 49: This information will be determined during the actual project engagement.**

Question 50: Do you have a high availability or disaster recovery requirement for the firewall solution?

**Response 50: See response to Question 10.**

Question 51: Are there other security solutions or tools currently in place that Azure Firewall needs to integrate with or complement?

**Response 51: See response to Question 10.**

Question 52: Are there any specific compliance or regulatory considerations to keep in mind while setting up Azure Firewall for your AVS environment?

**Response 52: No.**

Question 53: Are all 90 applications running on the 10+ 3 dev/test servers mentioned in scope?

**Response 53: OCTA will be migrating a minimum of ten dev/test virtual servers. These servers are only a small subset of our environment and do not include all ninety of our business applications.**

Question 54: Is the target sizing (Compute, Network and Storage) exercise already done as part of the assessment?

**Response 54: No.**

Question 55: Is post migration performance in the scope?

**Response 55: OCTA does not understand the question.**

Question 56: What are the security and compliance requirement post migration? we want to know current security policies on premises and what security policies to be implemented on Azure.

**Response 56: See response to Question 10.**

Question 57: Need the application details running on premise... web/mobile or desktop apps? Are these applications internet facing or intranet only?

**Response 57: See response to Question 10.**

Question 58: Can we get current on-premises Architecture diagram?



**Response 58: See response to Question 10.**

Question 59: Is any Azure VMWare deploying region already decided? or contractor/Azure can recommend based on use case?

**Response 59: No. Contractor can recommend.**

Question 60: Can this project be executed remotely? Can we get remote access to VPN or use Citrix?

**Response 60: See response to Question 3. Access will be determined as part of the actual project.**

Question 61: Is there a plan to keep any VMs on premise and rest of the VMs on Azure? (Hybrid Setup)

**Response 61: It is possible.**

Question 62: Is the post deployment configuration for upstream/downstream and setup in scope for the vendor?

**Response 62: Do not understand the question.**

Question 63: Any Software or tool upgrade is in scope for the project?

**Response 63: No.**

Question 64: Can you provide an overview of your organization's current IT infrastructure including the size and configuration of your on-premises VMware environment?

**Response 64: See response to Question 10.**

Question 65: Do you have any compliance or security requirements that need to be considered during this migration implementation?

**Response 65: See response to Question 10.**

Question 66: What is the expected timeline for this project, including any critical milestones or deadlines?

**Response 66: The project is expected to start in December. There are no deadlines at this point. The duration will be determined during the initial phases of the project.**

Question 67: Have you already identified which 10 VMs are suitable for migration to Azure VMware Solution?

**Response 67: No.**

Question 68: What are your disaster recovery and backup requirements for the new environment?

**Response 68: Backups once a day. 24-hour RTO and RPO.**

Question 69: Do you have any existing Azure resources that need to be integrated with the Azure VMware Solution?

**Response 69: No.**

Question 70: What are your scalability requirements, both in terms of VMs and network bandwidth?

**Response 70: This pilot is just for a minimum of ten test/dev servers. After the pilot is completed, the Authority will decide whether or not to move forward with the migration of additional virtual workloads.**

Question 71: What are their operating systems and configurations specification for 10 test/dev VMs under consideration for migration?

**Response 71: See response to Question 10.**

Question 72: Do you have a preferred migration method (e.g., VMware HCX, vMotive, manual migration)?

**Response 72: See response to Question 10.**

Question 73: What is the expected downtime tolerance for each VM during the migration process?

**Response 73: These are all test/dev servers so downtime will not be an issue.**

Question 74: Are there any specific data migration requirements, such as migrating databases or large datasets? Please specify the average size of DB for these 10 VMs.

**Response 74: See response to Question 10.**

Question 75: How do you plan to handle change management and user communication during the migration?

**Response 75: It will be handled as part of the Authority's existing Information Systems change control process.**

Question 76: Do you already have an ExpressRoute connection to Azure, or does this need to be set up as part of the project? How many sites would need?

**Response 76: No, it will need to be set up as part of the project. The number of sites will be determined as part of the actual project.**

Question 77: Are there any specific network performance or latency requirements for the ExpressRoute connection? What is the bandwidth for this connection being planned for, please elaborate.

**Response 77: See response to Question 10.**

Question 78: What are your network segmentation and isolation requirements for the Azure VMware Solution?

**Response 78: See response to Question 10.**

Question 79: Do you have specific security policies and firewall rules that need to be implemented using Azure Firewall?

**Response 79: See response to Question 10.**

Question 80: What are your authentication and access control requirements for users and administrators accessing the VMware solution in Azure?

**Response 80: See response to Question 10.**

Question 81: What are your monitoring and management requirements for the Azure VMware Solution post-implementation?

**Response 81: See response to Question 10.**

Question 82: What is the count of tentative team members which needs to be trained or knowledge transfer requirements for your IT staff to manage the solution effectively?

**Response 82: Four System Engineers, two Network Engineers, one Cyber Security Engineer, and one Section Manager.**

Question 83: Can you provide more details about the expected on-call support requirements, including the hours of coverage and response time expectations?

**Response 83: The hours of coverage for the post-implementation support will be Monday through Friday, 8am to 5pm, Pacific Standard Time. The expectation is that the consultant would be able to answer any questions that may come up regarding the Azure VMware Solution environment from the Authority's Information Systems technical staff. The Authority's team will also utilize our Microsoft Unified Support agreement as well in troubleshooting any post-implementation issues. Being the pilot is only test/dev virtual servers, a response time of 8 hours would be sufficient.**

Question 84: Are there any specific SLAs (Service Level Agreements) or KPIs (Key Performance Indicators) that need to be met during the on-call support period?

**Response 84: Being the pilot is only test/dev virtual servers, a response time of 8 hours would be sufficient.**

Question 85: How do you envision the escalation process for critical issues during the on-call support period?

**Response 85: OCTA would expect that the Consultant would make their best effort forward in addressing the Authority's post-implementation calls. Being the pilot is only test/dev virtual servers, the criticality of those servers is not an issue, so OCTA would not see any issues/calls being deemed as critical.**

Question 86: Are there any additional support or maintenance services you would like to include in the contract beyond the initial 4 weeks of on-call support?

**Response 86: No.**

Question 87: Please elaborate on number of users who would require connecting from On-Prem to Azure hosted VMware solutions?

**Response 87: For this engagement it will be no more than 20.**

Question 88: Scope of work in design phase mentions that at least one test/dev web server (out of 10 planned VMs for migration) which will require a DMZ to be configured within the Azure network. Please elaborate on this requirement and context.

**Response 88: The purpose of this requirement was to make sure the Azure VMware Solution network was configured in a way that would securely isolate an outward facing web server, matching what we currently have on-premise with our DMZ.**

Question 89: Can you provide detailed specifications or requirements for the Azure VMware hosts/nodes, including CPU, RAM, storage, and any other specific hardware or configuration needs?

**Response 89: See response to Question 10.**

Question 90: What is the expected workload distribution among the Azure VMware hosts/nodes, both in the main network and the DMZ?

**Response 90: See response to Question 10.**

Question 91: Are there any specific redundancy or high-availability requirements for the Azure VMware hosts/nodes?

**Response 91: See response to Question 10.**

Question 92: Do you have a preference for the geographic region in which the Azure VMware hosts/nodes should be deployed?

**Response 92: See response to Question 10.**

Question 93: Can you provide information on the expected growth or scaling requirements for the Azure VMware hosts/nodes over the next 12-24 months?

**Response 93: This pilot is just for a minimum of ten (10) test/dev servers. After the pilot is completed, OCTA will decide whether or not to move forward with the migration of additional virtual workloads.**

Question 94: Could you elaborate on the specific use cases or services that will be hosted on the DMZ Azure VMware hosts/nodes?

**Response 94: See response to Question 10.**

Question 95: Are there any unique security or isolation requirements for the DMZ hosts, such as separate VLANs, firewall rules, or network segmentation?

**Response 95: See response to Question 10.**

Question 96: Do you have any compliance requirements that need to be met for the DMZ hosts?

**Response 96: See response to Question 10.**

Question 97: Are there specific monitoring or logging requirements for activities within the DMZ environment?

**Response 97: See response to Question 10.**

Question 98: What is the expected traffic volume and throughput for the DMZ hosts, and do you have any performance expectations?

**Response 98: See response to Question 10.**

Question 99: Are there any integration requirements between the DMZ hosts and other systems or services within your infrastructure?

**Response 99: See response to Question 10.**

Question 100: Scope section mentions that “Even though this is just a pilot with test/dev virtual servers, the network utilizing Azure ExpressRoute and Azure Firewall should be configured to handle all the Authority’s virtual server workloads, production and test/dev. Redundancy should also be designed into the network.” Please elaborate on the expectations and requirements for this.

**Response 100: For this pilot, the Azure VMWare hosts and actual virtual machines will only be provisioned to match the configuration of our the existing test/dev servers that will be migrated. With that said, we are asking that the design of the Azure ExpressRoute and Azure Firewall**

to be done as if it was expected to handle all traffic associated with all of the Authority's production servers and users and to have redundancy matching what we currently have with our Wide Area Network. The thought process being that if the Authority does decide to move forward after the completion of the pilot, a production worthy extension of our network would already be in place.

Question 101: Azure data backup, disaster recovery, and server security – please elaborate on expectation and implementation requirements for these from vendor.

**Response 101:** As part of this pilot, OCTA would like to make use of Azure Backup services to back up the virtual machines, Azure Disaster Recovery services for the provisioning and restoration of the virtual machines in case the primary Azure site is inaccessible, and the use of Azure Security for the mitigation of cyber security threats.

Question 102: What is the frequency of data back-up being planned?

**Response 102:** Once a day.

Question 103: Disaster recovery – What are the expected SLAs, RTO, RPO please elaborate.

**Response 103:** 24-hour RTO and RPO.

Question 104: We are assuming that cloud administration for service provisioning would be taken care of by Authority's IT team, Vendor would be responsible for configuration & uses of those services to deliver the scope of work.

**Response 104:** OCTA is expecting the Consultant to partner with the OCTA's IT staff during all phases of the project.

Question 105: Please confirm which system & services are currently hosted on on-prem v/s Azure cloud.

**Response 105:** See response to Question 10.

Question 106: We assume that Azure Firewall is already implemented for Authority's Cloud Account. Only new policies related to newly migrated workload from on-prem to Azure VMware solution needs to be added / configured.

**Response 106: See response to Question 10.**

Question 107: We assume Authority IT team would be providing details on security policies to be configured for the scope of work.

**Response 107: Yes, this information will be determined during the actual project engagement.**

Question 108: We understand that Authority's current scope of pilot is only with 10 VMs out of 300 available on-prem, please elaborate on approach / authority's plan for remaining workload migrations. Would Authority be issuing a separate work order for it? Any tentative timelines? Please confirm.

**Response 108: If after this engagement OCTA decides to move forward, either a separate RFP will be issued OCTA may decide to do the migrations itself.**

Question 109: Can the work be performed from offshore locations like India?

**Response 109: See response to Question 3.**

Question 110: If the Prime Consultant brings a Sub-Contractor, would the combined qualifications & experience be considered in order to meet the below criteria:

- a. Consultant must be Microsoft Partner certified on Azure and have experience specifically with Azure VMware Solution.
- b. Consultant must also have engineers certified on VMWare.
- c. Consultant must have completed on-premises virtual server migrations to Azure VMware Solution for clients of similar size to the Authority along with implementing network connectivity and security via Microsoft Azure ExpressRoute and Azure Firewall

**Response 110: See response to Question 5.**

Question 111: Would the Authority be able to grant an extension on the Proposal Submission due date by 1 week?

**Response 111: See response to Question 8.**



Question 112: Does The Authority intend to use federal funds for this project?

**Response 112: No.**

Question 113: Are there any restrictions for using off-shore staffing resources for this project?

**Response 113: See response to Question 3.**

Question 114: Just to confirm, is the \$200K budget for the professional services for the migration or for ongoing Microsoft licensing and consumption costs?

**Response 114: Just the professional services.**

Question 115: Is the \$200K budget just for the pilot?

**Response 115: Yes.**

Question 116: During the pilot phase, what is the "maximum" qty of servers that The Authority will be piloting? (p27)

**Response 116: We only stated a minimum of ten test/dev virtual machines.**

Question 117: What is there BCDR plan today? Is The Authority looking to use 1st party or 3rd party solutions?

**Response 117: OCTA currently uses VMWare Cloud Disaster Recovery. For this pilot, we would like to use Azure Disaster Recovery services.**

Question 118: Will Azure Backup or a third-party solution be used for the backups?

**Response 118: Azure Backup.**

Question 119: Is The Authority expecting an SOP manual or what is the expectation for documentation?

**Response 119: Network diagrams, high level documentation for the configuration and maintenance of the Azure VMware environment.**

Question 120: Task 5 Project Closure - Is the project binder a hard copy deliverable?

**Response 120: Electronic.**

Question 121: Will The Authority be deploying into Azure GovCloud as a requirement?

**Response 121: No.**

Question 122: Exhibit B Price Summary Sheet – Schedule 1 “Hourly” Rate Schedule – please clarify the pricing requirements. Is The Authority requesting a blended per “hour” rate?

**Response 122: No, this will be a firm-fixed price contract. Please ignore the “SCHEDULE I ---- HOURLY RATE SCHEDULE.”**

Question 123: Is work expected to be performed during standard business hours (M-F 8-5PST), excluding holidays?

**Response 123: Yes, during standard business hours, Monday through Friday, 8am to 5pm Pacific Standard Time.**

Question 124: Page 16, Evaluation procedure, 2<sup>nd</sup> paragraph states that The Authority has established September “27”, 2023, as the date to conduct interviews. We presume that it should be the 21<sup>st</sup>. Please confirm.

**Response 124: Please disregard the September 27, 2023 date. Interviews are scheduled for September 28, 2023.**

Question 125: Will the Authority please consider an extension to the proposal due date?

**Response 125: See response to Question 8.**

Question 126: Will proposed team members be expected to be onsite at OCTA? If so, how many days per week?

**Response 126: Can be onsite or remote. The actual days per week will be addressed during the initial phase of the actual engagement.**

Question 127: What, if any governance review processes are anticipated between Tasks 3, 4, and 5? If so, what are the anticipated durations of review cycles?

**Response 127:** The review process will be handled by our Section Manager overseeing our network and server team along with assistance from their technical staff. That team should be able to turnaround any requested review within 24 hours.

Question 128: Task 3 states, "Assist the Authority's project team in provisioning the required services with Microsoft." Will this be performed by the vendor or OCTA?

**Response 128:** This will be performed by OCTA with guidance from the Consultant.

Question 129: Task 2 Design states, "A minimum of ten (10) test/dev virtual servers will be migrated to Azure VMware Solution. Included within those ten virtual servers will be at least one test/dev web server which will require a DMZ to be configured within the Azure network." What is the total number of virtual servers planned for migration?

**Response 129:** A minimum of ten test/dev virtual servers.

Question 130: Will the solution reside in Azure Government or Azure Commercial?

**Response 130:** Commercial.

Question 131: Does the OCTA leverage any Infrastructure as Code or CI/CD methodology?

**Response 131:** No.

Question 132: Does the OCTA plan to leverage Reserved Instances, Savings Plans, or Azure Hybrid Use Benefit?

**Response 132:** This will be decided as part of the design phase during the actual project engagement.

Offerors are reminded to acknowledge receipt of this Addendum No. 2 in their transmittal letter and Exhibit B, "Price Summary Sheet." All changes addressed in this Addendum No. 2 shall be incorporated into the final Agreement.

Questions regarding this Addendum No. 2 should be directed to the undersigned at [gtorres@octa.net](mailto:gtorres@octa.net).

Sincerely,

A handwritten signature in black ink that reads "Gina Torres". The script is fluid and cursive, with the first name "Gina" and last name "Torres" clearly distinguishable.

Gina Torres

Contract Administrator

Contracts Administration and Materials Management