

Pete Ricketts, Governor

**ADDENDUM ONE
QUESTIONS and ANSWERS**

Date: September 4, 2015
 To: All Bidders
 From: Michelle Thompson/Robert Thompson, Buyer(s)
 AS Materiel State Purchasing Bureau
 RE: Addendum for Request for Proposal Number 5101Z1
 to be opened September 21, 2015 at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

QUESTIONS	ANSWERS
<p>1. Paragraph K, p. 5</p> <p>Evaluation of Proposals.....Each category will have a maximum possible point potential.</p> <p>Please provide what the point potential (weighting) for each category will be.</p>	<p>In order to protect the integrity of the RFP process, the point potential for each category will not be provided during the Question and Answer period.</p> <p>Evaluation criteria will become public information at the time of the Request for Proposal opening. Evaluation criteria and a list of respondents will be posted to the State Purchasing Bureau website at http://das.nebraska.gov/materiel/purchasing.html Evaluation criteria will not be released prior to the proposal opening.</p>

QUESTIONS	ANSWERS
<p>2. Paragraph YY, p. 32</p> <p>The Contractor shall have a disaster recovery and back-up plan, of which a copy should be provided to the State, which includes, but is not limited to equipment, personnel, facilities, and transportation, in order to continue services as specified under the specifications in the contract in the event of a disaster.</p> <p>Is the state requiring a disaster recovery plan or full disaster recovery services? If full services, what are the requirements for recovery time?</p>	<p>The State is only requiring that the vendor have a Disaster Recovery Plan and that it be provided to the State. The State is not requesting full disaster recovery services. Back-up and recovery services are provided as part of the State's virtual environment.</p>
<p>3. Paragraph B.1, p. 37</p> <p>CDL Skills Testing.....is created and housed by our State online information Portal provider</p> <p>Please identify the online Portal provider for the State.</p>	<p>Nebraska Interactive (aka Nebraska.gov) is the State's online Portal provider.</p> <p>Link to current contract: http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/40626(o4)ren(1)awd.pdf</p>
<p>4. Paragraph C.1.b.xii, p. 39</p> <p>Downloads required data from ND LIS, through a wireless connection, prior to testing.</p> <p>i. Once required data has been downloaded, the ERTS must operate throughout the day without a network connection.</p> <p>Who is responsible for the wireless connection back to ND LIS? What security measures are required for this connection?</p>	<p>The wireless connection to the State is owned, managed and secured by the State. Access to the wireless network is gained through user based authentication to an authentication server within the State network.</p>

QUESTIONS	ANSWERS
<p>5. Paragraph C.1.b.xii, p. 39</p> <p>Downloads required data from ND LIS, through a wireless connection, prior to testing.</p> <p>ii. Uploads required data to ND LIS, through a wireless connection, at the conclusion of a day’s testing.</p> <p>This section states “Uploads required data to ND LIS, through a wireless connection, at the conclusion of a day’s testing”, but appears to be in conflict with Section IV.C.2.i, which states, “Once a skills test is complete, the ERTS shall provide a function to transmit the results to the ND LIS”. Is the requirement for the test results to be uploaded upon completion of the test or at the end of each day? Please clarify.</p>	<p>Section IV, C. Technical Requirements, 1. Operational Requirements, b.x.ii is hereby amended as follows:</p> <p>ii. Uploads required data to ND LIS, through a wireless connection, upon return to the license office at the completion of all testing by each applicant.</p>
<p>6. Paragraph C.1.b.xiv, p. 39</p> <p>PHASE 2 - OPTIONAL</p> <p>Third Party Testers are entities that administer skills tests through an agreement with the NDMV. Phase 2 would expand users of the ERTS to include Third Party Testers. Expansion to Phase 2 is at the full discretion of the NDMV.</p> <p>What sort of connection would the Third Party Testers use to connect their tablets to the ND LIS interface? Is there a secure state connection in place already that would be used? Or would their test submissions be made over the internet to an externally-facing web server hosted at a secure facility? What security measures are required for this connection?</p>	<p>The State will be responsible for providing the connection and network security for Third Party Testers. It is anticipated that Third Party Testers will use a VPN connection.</p>

QUESTIONS	ANSWERS
<p>7. Paragraph C.2.e, p. 40</p> <p>The ERTS shall provide a function for staff to perform skills tests using a set of predetermined road test routes. These road test routes will be determined by the NDMV and updated periodically.</p> <p>Who is responsible for the creation and management of these driving routes? (For instance, would state personnel create the routes using provided software and then submit the route to the contractor to make available to the machines used at that location?)</p>	<p>NDMV personnel will create the routes in an environment that is functional for the software. NDMV must be able to make immediate changes to the route(s) through the software without submitting them to the contractor.</p>
<p>8. Paragraph C.2.m, p. 41</p> <p>The ERTS shall provide the flexibility to add new services to support future NDMV functions.</p> <p>What types of services might NDMV wish to add to the ERTS? Please provide examples.</p>	<p>Examples would be adding additional users or additional types of tests to the ERTS.</p>
<p>9. Paragraph C.2.n, p. 41</p> <p>The ERTS shall provide automatic updates to all handheld devices to include but not limited to video files, score sheets, route maps, instructions and audio files.</p> <p>Whose responsibility is it to create the video and audio files indicated as part of the test presentation? What languages will these instructions need to be provided in?</p>	<p>NDMV would be responsible for creating video and audio files. The instructions will be in English. NDMV personnel will create these in an environment that is functional for the software. NDMV must be able to make immediate changes through the software without submitting them to the contractor.</p>
<p>10. Paragraph C3, p. 42</p> <p>Scenario 2 ...staff is assigned to administer mass testing to ten (10) drivers taking the MOST tests.</p> <p>Does the State have a single form which accommodates up to ten (10) applicants, or does the staff use a separate form for each of the ten applicants? Can the State please provide a copy of this form(s)?</p>	<p>Staff uses a separate form for each different applicant. (see attachment 1 for MOST score sheet form)</p>

QUESTIONS	ANSWERS
<p>11. Paragraph 4.e, p.43</p> <p>The ERTS shall provide a reporting and analysis tool for NDMV management to create ad hoc reports</p> <p>Does NDMV management currently use any ad hoc reporting tools for other purposes?</p>	<p>Yes, NDMV management would like to utilize ad hoc reporting tools for other purposes.</p> <p>This RFP is for a new service. Provide the best solution that meets the requirements of this RFP.</p>
<p>12. Paragraph 2.a, p. 44</p> <p>The ERTS must function within a VMWare virtual environment.</p> <p>Please identify who will provide the infrastructure for the virtual environment.</p>	<p>The State will provide the hardware and infrastructure for the virtual environment.</p>
<p>13. Paragraph 3a, p. 44</p> <p>The ERTS shall provide capabilities for staff to securely sign on and sign off the handheld device. NDMV will define user ID's and passwords</p> <p>What mechanism is envisioned for the secure sign-on for the users? Will it integrate with the state's Active Directory architecture, or will some other method of user account creation and management be required from the vendor?</p>	<p>Access to the wireless network is gained through user based authentication to an authentication server within the State network. The vendor is not responsible for the creation or management of user accounts or access.</p>
<p>14. II. O. Secretary of State/Tax Commissioner Registration Requirements, p. 7</p> <p>Will the State consider allowing bidders to register to do business in the State, and obtain a Certificate of Good Standing after submitting their proposals and within ninety (90) days of receiving the Intent of Award?</p>	<p>Yes, per Section II, O. Secretary of State/Tax Commissioner Registration Requirements, "All bidders should be authorized to transact business in the State of Nebraska. All bidders are expected to comply with all Nebraska Secretary of State Registration requirements."... "The bidder who is the recipient of an Intent to Award will be required to certify that it has so complied and produce a true and exact copy of its current (within ninety (90) calendar days), valid Certificate of Good Standing or Letter of Good Standing; or in the case of a sole proprietorship, provide written documentation of sole proprietorship."</p>

QUESTIONS	ANSWERS
<p>15. Form B Cost Sheet, p. 53</p> <p>Form B is 2 pages. It has 6 separate segments seeking Unit Price and Totals. (i.e. System Software Maintenance, Hardware Maintenance, etc.). Please provide an example of how the evaluated price will be calculated. (How will low price bidder be determined?)</p>	<p>See the answer to Question #1.</p>
<p>16. IV-C-1-b.ii, p. 50</p> <p>Can administer electronic skills testing for each type of skills test (car, motorcycle, school bus, farm husbandry and commercial).</p> <p>Can we get copies of the current versions of all skills testing forms?</p>	<p>Yes, these are attached (Attachment 1 – Motorcycle/MOST; Attachment 2 - CDL Vehicle Inspection and Basic Control Skills; Attachment 3 - CDL Road Test; Attachment 4 – School Bus Permit; Attachment 5 – Farm Husbandry/Motorcycle-in-Traffic/Car/School Permit (same form for all)).</p>
<p>17. IV-C1-b.ii, p. 50</p> <p>Can administer electronic skills testing for each type of skills test (car, motorcycle, school bus, farm husbandry and commercial).</p> <p>If you do not currently use the AAMVA Standard CDL, are you planning to do so during the life of the contract?</p>	<p>Currently, NDMV utilizes the AAMVA Standard CDL Skills Test.</p>

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.