State of Nebraska

## REQUEST FOR INFORMATION FORM

RETURN TO:

Nebraska Dept. of Transportation

5001 South 14th Street

Lincoln, NE 68512

Phone: (402) 479-4328

Fax: (402) 479-4567

|  |  |
| --- | --- |
| SOLICITATION NUMBER | RELEASE DATE |
| RFI1707 | October 5, 2017 |
| OPENING DATE AND TIME | PROCUREMENT CONTACT |
| November 2, 2017 3:00 p.m. Central Time | Brandy Henke |

This form is part of the specification package and must be signed in ink and returned, along with information documents, by the opening date and time specified.

PLEASE READ CAREFULLY!

|  |
| --- |
| SCOPE OF SERVICE |

The State of Nebraska, Department of Transportation, is issuing this Request for Information, RFI1707 for the purpose of gathering information to evaluate the availability and capabilities of a GPS based hardware/software combination system that can be mounted in a vehicle to collect GPS and roadway inventory data while the vehicle is in motion. This system will be used on various roadways where a roadway profiler is inappropriate.

Written questions are due no later than October 17, 2017, and should be submitted via e-mail to [NDOT.OperationsProcurement@nebraska.gov](mailto:NDOT.OperationsProcurement@nebraska.gov). Written questions may also be sent by facsimile to (402) 479-4328.

Sealed information must be received in the Department of Transportation on or before November 2, 2017, 3:00 P.M. Central Time, at which time information will be publicly opened.

Bidder should submit one (1) original of the entire RFI response. RFI responses should be submitted by the information due date and time.

Sealed RFI response must be received by the date and time of RFI opening indicated above. No late information will be accepted.

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1. SCOPE OF THE REQUEST FOR INFORMATION

The State of Nebraska, Department of Transportation, is issuing this Request for Information, RFI1707 for the purpose of gathering information to evaluate the availability and capabilities of a vehicle mounted hardware/software system capable of collecting and/or verifying roadway inventory data by reporting a series of GPS points and accumulative travel distance as measured within or parallel to the centerline of a roadway while in motion. This system will be used on various roadways where a roadway profiler is inappropriate.

**ALL INFORMATION PERTINENT TO THIS REQUEST FOR INFORMATION CAN BE FOUND ON THE INTERNET AT:** <http://das.nebraska.gov/materiel/purchasing/>

* 1. SCHEDULE OF EVENTS

The State expects to adhere to the tentative procurement schedule shown below. It should be noted, however, that some dates are approximate and subject to change.

|  |  |  |
| --- | --- | --- |
| **ACTIVITY** | | DATE/TIME |
| 1 | Release Request for Information | October 5, 2017 |
| 2 | Last day to submit written questions | October 17, 2017 |
| 3 | State responds to written questions through Request for Information “Addendum” and/or “Amendment” to be posted to the internet at:  <http://das.nebraska.gov/materiel/purchasing/> | October 19, 2017 |
| 4 | RFI Opening  Location: NE Department of Transportation  Operations Division  5001 South 14th Street  Lincoln, NE 68512 | November 2, 2017  3:00  Central Time |
| 5 | Conduct oral interviews/presentations and/or demonstrations (if required) | TBD |

1. RFI RESPONSE PROCEDURES
   1. OFFICE AND CONTACT PERSON

Responsibilities related to this Request for Information reside with the Nebraska Dept. of Transportation. The point of contact for the procurement is as follows:

Name: Brandy Henke

Agency: Nebraska Dept. of Transportation

Address: 5001 South 14th Street

Lincoln, NE 68512

Telephone: (402) 479-4328

Facsimile: (402) 479-4567

E-Mail: [NDOT.OperationsProcurement@nebraska.gov](mailto:NDOT.OperationsProcurement@nebraska.gov)

* 1. GENERAL INFORMATION

A subsequent Request for Proposal (RFP) may not be issued as a result of this RFI. There will not be a contract as a result of this RFI and the State is not liable for any cost incurred by vendors in replying to this RFI. If an RFP is issued, the information provided will assist the State of Nebraska in developing the Request for Proposal. This RFI does not obligate the State to reply to the RFI responses, to issue an RFP, or to include any RFI provisions or responses provided by vendors in any RFP.

* 1. COMMUNICATION WITH STATE STAFF

From the date the Request for Information is issued and until RFI opening (as shown in the Schedule of Events), contact regarding this RFI between potential vendors and individuals employed by the State is restricted to written communication with the staff designated above as the point of contact for this Request for Information.

The following exceptions to these restrictions are permitted:

* + 1. Written communication with the person(s) designated as the point(s) of contact for this Request for Information;
    2. Contacts made pursuant to any pre-existing contracts or obligations; and
    3. State-requested presentations, key personnel interviews, clarification sessions or discussions.

Violations of these conditions may be considered sufficient cause to reject a vendor’s response to the RFI. No individual member of the State, employee of the State, or member of the Interview Committee is empowered to make binding statements regarding this RFI. The State of Nebraska will issue any clarifications or opinions regarding this RFI in writing.

* 1. WRITTEN QUESTIONS AND ANSWERS

Any explanation desired by a vendor regarding the meaning or interpretation of any Request for Information provision should be submitted in writing to the “Agency” and clearly marked “RFI Number (1707); GPS Inventory Collection Questions”. It is preferred that questions be sent via e-mail to [DOR.OperationsProcurement@nebraska.gov](mailto:DOR.OperationsProcurement@nebraska.gov). Questions may also be sent by facsimile to (402) 479-4567, but should include a cover sheet clearly indicating that the transmission is to the attention of Bill Wehling, showing the total number of pages transmitted, and clearly marked “RFI Number 1707; GPS Inventory Collection Questions”.

It is recommended that Bidders submit questions sequentially numbered, include the RFI reference and page number using the following format.

|  |  |  |  |
| --- | --- | --- | --- |
| Question Number | RFI Section Reference | RFI Page Number | Question |
|  |  |  |  |

Written answers will be provided through an addendum to be posted on the Internet at [http://das.nebraska.gov/materiel/purchasing/](http://das.nebraska.gov/materiel/purchasing.html) on or before the date shown in the Schedule of Events.

* 1. ORAL INTERVIEWS/PRESENTATIONS AND/OR DEMONSTRATIONS

The State reserves the right to conduct oral interviews/presentations and/or demonstrations if required at the sole invitation of the State.

Any cost incidental to the oral interviews/presentations and/or demonstrations shall be borne entirely by the vendor and will not be compensated by the State

* 1. SUBMISSION OF RESPONSE

The following describes the requirements related to the RFI submission, handling and review by the State.

To facilitate the response review process, one (1) original of the entire RFI response should be submitted. RFI responses must be submitted by the RFI due date and time.

**A separate sheet must be provided that clearly states which sections have been submitted as proprietary or have copyrighted materials.**  RFI responses should reference the request for information number and be sent to the specified address. Please note that the address label should appear as specified on the face of each container. The Request for Information number must be included in all correspondence.

* 1. PROPRIETARY INFORMATION

Data contained in the response and all documentation provided therein, become the property of the State of Nebraska and the data become public information upon opening the response. If the vendor wishes to have any information withheld from the public, such information must fall within the definition of proprietary information contained within Nebraska’s public record statutes. All proprietary information the vendor wishes the state to withhold must be submitted in a sealed package, which is separate from the remainder of the response. The separate package must be clearly marked PROPRIETARY on the outside of the package. Vendor may not mark their entire Request for Information as proprietary. Failure of the vendor to follow the instructions for submitting proprietary and copyrighted information may result in the information being viewed by other vendors and the public. Proprietary information is defined as trade secrets, academic and scientific research work which is in progress and unpublished, and other information which if released would give advantage to business competitors and serve no public purpose (see Neb. Rev. Stat. §84-712.05(3)). In accordance with Attorney General Opinions 92068 and 97033, vendors submitting information as proprietary may be required to prove specific, named competitor(s) who would be advantaged by release of the information and the specific advantage the competitor(s) would receive. Although every effort will be made to withhold information that is properly submitted as proprietary and meets the State’s definition of proprietary information, the State is under no obligation to maintain the confidentiality of proprietary information and accepts no liability for the release of such information.

* 1. REQUEST FOR INFORMATION OPENING

The sealed responses will be publicly opened and the responding entities announced on the date, time, and location shown in the Schedule of Events. Responses will be available for viewing by those present after the opening. Vendors may also contact the state to schedule an appointment for viewing RFI responses.

1. PROJECT DESCRIPTION AND SCOPE OF WORK

The bidder should provide the following information in response to this Request for Information.

* 1. PURPOSE AND BACKGROUND

The Nebraska Department of Transportation (NDOT) is seeking information on available vehicle mounted hardware/software systems capable of collecting and/or verifying roadway inventory data by reporting a series of GPS points and accumulative travel distance as measured within or parallel to the centerline of a roadway while in motion. This system will be used on various roadways where a roadway profiler is inappropriate.

This RFI is intended to help vendors gain an understanding of the NDOT’s method for collecting and processing GPS roadway inventory data. This system will provide a method of collecting roadway elements efficiently on local roads where a roadway profiler vehicle is inappropriate. The goal is to identify single systems that will allow us to collect roadway inventory data, process, and download the data to our legacy systems for reporting and mapping purposes.

* 1. CURRENT BUSINESS PRACTICES AND ENVIRONMENT

Currently, Nebraska DOT uses a single vehicle mounted system which can be loaded with existing roadway data using structured queries. The roadway data contains historical reference post and log mile distance to describe locational points and segments along the roadway.

During field inventory, existing positions are verified and new positions are collected for inventory records while GPS data is simultaneously stored. Features along the roadway are tagged in field using computer key pad and/or voice recognition while the vehicle is in motion at highway speeds (15 to 65 mph).

This information is used for mapping, inventory, and asset management of roadways. This data is capable of being reviewed against current NDOT maps for quality checks and uploaded back into NDOT’s Integrated Highway Inventory System (IHI) DB2 database.

The current system uses dead reckoning system (SV6 unit), gyroscope, Distance Measuring Instrument (DMI), GPS receiver (AG 132), and windows software for collection and post processing.

The software features include mileage updates, automatic updates to current data, intersection convergence, segment/join routes, add reference posts, invert routes, and post process in field with current maps.

The data collected includes, but not limited to, the following;

1. Roadway centerline GPS data,
2. Bridge, railroad locations,
3. Pavement geometrics and surface type,
4. Intersection locations,

Data outputs includes, but not limited to, the following;

* 1. Feature text file tab delimited,
  2. Shape files,
  3. GPS files,
  4. SYSTEM OVERVIEW

The preferred system should provide a single vehicle mounted system for one person operation at highway speeds (15 to 65 mph) that is capable of collecting, updating, adding, and deleting data based on current field conditions. If necessary, a vehicle to carry the system will be supplied by NDOT and will be a full size pickup or similar.

The system should have the ability to upload all required NDOT data and allow for verification using the latest aerial imagery.

The system should allow for the collection of data via hot-keys, by voice recognition, or some other method for various roadway elements, either in real time or during post processing of the data.

The system should provide the ability to export tab delimited or equivalent text files, shape files, and GPS data files to numerous windows supported systems (ESRI, SQL, Bentley, GeoMedia, etc.).

The data will be exported to the Data Warehouse (SQL server 2016) for use in reporting with other enterprise data and doing analysis. The system should be flexible enough to allow for easy customization and modifications of the reports by users.

* 1. VENDOR RESPONSE

Vendors are asked to describe how their software solution addresses the needs of NDOT. In describing your solution, it must encompass all functionality as described in the PURPOSE AND BACKGROUND, CURRENT BUSINESS PRACTICES AND ENVIRONMENT, and SYSTEM OVERVIEW sections.

When responding to this RFI, the vendor should fully describe in their response without boiler plate filler, the following;

* + 1. The system design, infrastructure, architecture and any supporting hardware or software (identify windows version required and specific hardware needs)
    2. Are there any third party software or components and any related constraints or limitations?
    3. Describe how NDOT data will be accessed and possibly stored securely within the system.
    4. Describe connectivity specifications, compatibilities, constraints and/or limitations.
    5. Will there be a fixed unit installed in/on vehicle or transferable unit able to transfer between vehicles?
    6. Describe Business Intelligence, reporting capabilities?
    7. What is your licensing structure? Include all options such as client/server, Software-as-a Service, etc.
    8. Implementation of the system.
    9. Training solution including user documentation/instruction.
    10. Maintenance (Software upgrades/releases – how are these delivered - pushed or physical upgrade? Support – through call center support, on-site delivery, physical locations, etc.?)
    11. Provide for a cost range of various system functionality and hardware options. This is required for budgeting purposes.
    12. Vendors responding with a system design should deliver a complete system design view detailing IT architectures and system elements.
    13. Vendors should provide a complete system overview and explain in detail the design features and functions of the system.
    14. Vendors responding with an existing system should provide a complete system design view and provide the ability to customize the system pertaining to user requirements if necessary.
    15. Vendors should provide a complete system design view and project implementation outline to afford the opportunity of detailing the system design, functionality, and features.
    16. A system architecture and technical description of all native functions should be included in this RFI.
    17. All vendors should describe in detail how data will be obtained from NDOT systems and how the data will be stored including any retention capabilities, as described in Section B. NDOT is currently updating to SQL Server 2016.
    18. Vendors will provide commentary regarding Security of their application.
    19. Graphics, drawings and diagrams of proposed solutions are encouraged.
    20. Vendors should provide a brief overview of your company and its capabilities, and include a listing of current customers.

*In addition to the requirements listed above, please provide/describe the following:*

* 1. GENERAL
     1. Name and description of the solution
     2. Delivery Method – is software on-premises or SaaS (Software as a Service)?

*If SaaS or PaaS (Platform as a Service):*

* + - 1. What SLAs (Service Level Agreements) are available – reliability, availability, performance, others?
      2. Who has access to our data?
      3. Who owns the data?
      4. Who hosts the data? Where? (Country, State)
    1. Prerequisites to the implementation of the solution.
    2. Product literature, White Papers.
    3. Describe the system’s security model.
    4. Compliance with; *NITC 2-101: Accessibility Policy*.

Nebraska Information Technology Commission: <http://nitc.ne.gov/standards/>

* + 1. If SaaS, provide bandwidth requirements.
  1. COST ESTIMATE

Vendors should provide estimated costs to help us understand both acquisition and on-going costs. Any cost estimates provided are for informational purposes only – vendors will not be held to cost estimates they provide as part of this RFI should the state later decide to issue a competitive solicitation. Vendors should provide costs for their SaaS or Client/Server solution. Costs should include third-party software/hardware and any additional fees not included with licensing.

The contract price shall include the cost of all royalties, licenses, permits, and approvals, whether arising from patents, trademarks, copyrights or otherwise, that are in any way involved in the contract.  The Contractor shall obtain and pay for all royalties, licenses, and permits, and approvals necessary for the execution of the contract.  The Contractor must guarantee that it has the full legal right to the materials, supplies, equipment, software, and other items used to execute this contract.

* 1. IMPLEMENTATION/TRAINING/SUPPORT

1. Who handles the implementation and how long does the implementation take?
2. Training resources and documentation; please describe how this is provided.
3. Describe ongoing support for software.
   1. ADDITIONAL (DESIRED SYSTEM)
4. Is your platform expandable? What are the additional costs of expansion?
5. From your past experience, has NDOT identified all the major components necessary to complete this project? If not, please provide information on lacking components.
6. Provide a list of potential problems/risks that we may encounter during this project.
7. Provide ideas or suggestions regarding how the problems/risks you identified above should be addressed in an RFP solicitation.
8. Graphics, drawings and diagrams of proposed solutions are encouraged.
9. Please describe your experience working with State or Federal Agencies.
10. Indicate and document any experience with designing and implementation of similar requested systems, applications and associated hardware.

**Form AVendor Contact Sheet**

Request for Information Number RFI1707

Form A should be completed and submitted with each response to this solicitation document. This is intended to provide the State with information on the vendor’s name and address, and the specific persons who are responsible for preparation of the vendor’s response.

|  |  |
| --- | --- |
| Preparation of Response Contact Information | |
| Vendor Name: |  |
| Vendor Address: |  |
| Contact Person & Title: |  |
| E-mail Address: |  |
| Telephone Number (Office): |  |
| Telephone Number (Cellular): |  |
| Fax Number: |  |

Each vendor shall also designate a specific contact person who will be responsible for responding to the State if any clarifications of the vendor’s response should become necessary. This will also be the person who the State contacts to set up a presentation/demonstration, if required.

|  |  |
| --- | --- |
| Communication with the State Contact Information | |
| Vendor Name: |  |
| Vendor Address: |  |
| Contact Person & Title: |  |
| E-mail Address: |  |
| Telephone Number (Office): |  |
| Telephone Number (Cellular): |  |
| Fax Number: |  |