# RFP 4089

# Mississippi Department of Public Safety Mississippi Highway Patrol Crash Scene Drawing Tool

# Attendance

- First Roll Call

- Please email your business card to: Khelli.Reed@its.ms.gov

- Attendees will be posted to the ITS website (www.its.ms.gov)

# Agenda

- Attendance – Khelli Reed - ITS
- Project Overview –  Clay Johnston and Patricia Bryant - MDPS
- Procurement Guidelines – ITS
- Additional Information – ITS
- Questions and Answers (Answers to vendor questions during this vendor conference are not official unless and until submitted in writing)
- Closing - ITS
- Conclusion – ITS

# Project Overview

- MDPS is seeking to replace the statewide system that documents accidents and the associated drawing tool.
- The crash scene diagramming tool is used to quickly diagram an accident scene. It is an easy-to-use diagramming solution for all law enforcement officers.
- Vendor must propose a fully integrated Crash Diagramming Software Package.
- Vendor must provide the Software on media or download. A master set of Software, printed materials, and any other products included will be delivered to MDPS for an unlimited number of agencies and users within the state.
- It is desirable that the Software be easy to use and require no prior knowledge of computers, other than training associated with the Software.

# Project Overview

- The Software must meet the most current national Uniform Crash Report (MUCR) standards for crash diagramming.
- The Software must have the ability to import images/graphics relative to vehicular, marine, and rail collisions.
- The Software must have the ability to draw diagrams from Cartesian coordinates.
- The Software must have the ability to import background images from web-based resources or other background aerial data.
- The Software must provide a method to load a diagram and return a value indicating whether the diagram is empty.
- The Software must provide a silent installer that can be incorporated into the planned crash reporting system installation package.

# Goals and Objectives

- Procure a statewide accident scene drawing tool;
- Procure and maintain an accident scene diagramming tool that is integrated on the updated uniform crash reporting system; and
- Promote the safe operation of motor vehicles on the state's roads and highways by professionally and competently enforcing the rules of the road as set forth in Title 63 of the Mississippi Code of 1972.

# Evaluation Overview

- Scoring is covered in Section VII Technical Specifications, Item 12.
- Scores are given based on a 10-point scale.
- Vendors must respond with "Acknowledge", "Will Comply", "Agreed", or "Exception", on every requirement in Section VII.
- Non-Cost = 70 points; Cost = 30 points.

# Technical Evaluation

| Non-Cost Categories | Possible Points |
|---|---:|
| Software Requirements | 30 |
| Installation/Implementation /Project Plan Requirements | 20 |
| Training Requirements | 10 |
| Warranty/Maintenance | 10 |
| **Maximum Possible Points** | **70** |

- Vendor Requirements and Vendor Installation/Implementation/Project Plan will be reviewed first.
- Vendors must meet the 80% gate in each category.

# Section VIII, Cost Information Submission

- Cost must be submitted using the format provided.
- Vendors cannot change costs after the proposals have been submitted.
- Vendors are required to complete the Change Order Rate Cost Information Submission form as directed on the form.
- Project budget data is not available.

# RFP Response

- Proposal: 1 original, 5 copies
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Section VII)
- Cost Information Submission Forms (Section VIII)
- References (Section IX)

# Standard Contract

- Exhibit A – Software License and Maintenance Agreement
- Vendors must review these documents and take exception, if necessary. If the Vendor takes no exception to Exhibit A, the state assumes that these terms are agreeable and cannot be negotiated after award.

# Upcoming Dates

- Deadline for Vendor's Written Questions
    - **Friday, June 8, 2018 at 3:00 p.m. Central Time**
- Responses to Vendor Questions
    - **Posted to the ITS Website by COB Friday, June 15, 2018**
- Proposal Due Date
    - **Thursday, June 28, 2018 at 3:00 p.m. Central Time**
- Proposal Evaluations
    - **Begin Thursday, June 28, 2018**

# Additional Information

- Vendor communication with the State
    - See Section II Proposal Submission Requirements, Item 14
- Answers to questions asked during this Vendor Conference are not official until and unless submitted in writing.
- Vendors may continue to check the ITS website for updates related to this RFP No. 4089.
    - [www.its.ms.gov](http://www.its.ms.gov)

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# Questions and Answers

- **Open to the floor** - Answers to questions posed during the vendor conference are not official unless and until questions are submitted in writing.

# Closing

- Final Roll Call

- Please email your business card to: Khelli.Reed@its.ms.gov

- Attendees will be posted to the ITS website (www.its.ms.gov)

# Conclusion

- **Thanks for your participation**

- **Please make sure I have acknowledged your company's participation on the web conference.**