

## RFP Questions and Clarifications Memorandum

**To:** Vendors Responding to RFP Number 4183 for the Mississippi Department of Transportation (MDOT)

**From:** Craig P. Orgeron, Ph.D.

**Date:** September 10, 2019

**Subject:** Responses to Questions Submitted and Clarifications to Specifications

**Contact Name:** Chris Grimmer

**Contact Phone Number:** 601-432-8208

**Contact E-mail Address:** [chris.grimmer@its.ms.gov](mailto:chris.grimmer@its.ms.gov)

**RFP Number 4183 is hereby amended as follows:**

**1. Title page, INVITATION is modified as follows:**

“INVITATION: Sealed proposals, subject to the attached conditions, will be received at this office until ~~September 24, 2019~~ October 8, 2019 @ 3:00 p.m. Central Time for the acquisition of the products/services described below for Mississippi Department of Transportation.”

**2. Title page, third box is modified as follows:**

PROPOSAL, SUBMITTED IN RESPONSE TO RFP NO. 4183 DUE <del>September 24, 2019</del> <u>October 8, 2019</u> @ 3:00 p.m., ATTENTION: Chris Grimmer
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**3. Section VII Technical Specifications, Item 3 Project Schedule is amended as follows:**

Task	Date
Deadline for Questions Answered and Posted to ITS Web Site	9/10/2019
Open Proposals	<del>09/24/2019</del> <u>10/08/2019</u> <u>@ 3:00 p.m. Central</u> <u>Time</u>
Evaluation of Proposals	<del>09/25/2019</del> <u>10/09/2019</u> – <del>10/16/2019</del> <u>10/30/2019</u>

<b>Task</b>	<b>Date</b>
Contract Negotiation	<del>10/21/2019</del> <u>11/04/2019</u> – <del>11/11/2019</del> <u>11/25/2019</u>
Proposed Project Implementation Start-up	<del>11/18/2019</del> <u>12/02/2019</u>

**4. Section VII Technical Specifications, Item 9.1 is being modified to read:**

“Vendor must ~~read the provided documentation (Attachments A – F)~~ and describe their proposed approach to completing a thorough analysis of the existing data, identifying and assessing other potential data sources, evaluating costs/ impacts and benefits associated with incorporating new data, evaluating quality and suitability of current and new data sources, and making recommendations for improvement on the current system. Vendor must also describe their approach to collecting, analyzing, and documenting the SUDA workspace requirements listed below in Item VII.12. The proposed approach should include processes and tools to be applied, inputs/ information required, Vendor and State personnel to be involved, outputs/ artifacts to be created, and estimated timeline. Vendor must describe their approach to creating the SUDA workspace requirements document.”

Vendor must include in their proposal a response to each amended requirement as listed above. Vendor must respond using the same terminology as provided in the original requirements.

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

**Question 1:** We have reviewed the Subsurface Utility Design and Analysis (SUDA) Workspace Development RFP and would like to provide the most complete, accurate, and thorough response for MDOT to proceed with. To accomplish this goal, we need the below requested information / answers to questions. Given the we may not receive this until September 10th, we respectfully request a 2-week extension of the due date to October 8, 2019. This extension would provide our team members time to coordinate with all those involved to produce the best presentation of our qualifications and the recommended solution.

**Response:** **Refer to Clarification Numbers 1, 2, and 3 in this Memorandum.**

**Question 2:** The RFP lists no utility configuration other than storm drainage. Are other utilities (e.g. electrical, comms, gas, water) meant to be included? If so, what types and sizes are required?

**Response:** **No, this RFP is for drainage only.**

**Question 3:** We're preparing our proposal in response to RFP NO. 4183 and seem to be missing the Attachments referenced on page 37 as shown below:

9. Detailed Data Review

9.1 Vendor must read the provided documentation (Attachments A - F) and describe their proposed approach to completing a thorough analysis of the existing data, identifying and assessing other potential data sources, evaluating costs/ impacts and benefits associated with incorporating new data, evaluating quality and suitability of current and new data sources, and

making recommendations for improvement on the current system. Vendor must also describe their approach to collecting, analyzing, and documenting the SUDA workspace requirements listed below in Item VII.12. The proposed approach should include processes and tools to be applied, inputs/information required, Vendor and State personnel to be involved, outputs/artifacts to be created, and estimated timeline. Vendor must describe their approach to creating the SUDA workspace requirements document.

Please let me know how I can obtain the Attachments

**Response:** Refer to Clarification Number 4 in this Memorandum.

**Question 4:** Section 10, page 37: Generally, “*Change Management*” refers to changes to contract such as change orders or new requests. The description of Section 10 eludes to documenting what needs to be changed with the current workspace, the reason why the change is needed and how to change it. Can this statement be elaborated on?

**Response:** Section 10 is asking Vendors to explain and detail their change management process for handling any change in scope during the project lifecycle. An example of this would be how the Vendor manages change requests so that approved change requests will be controlled and the project will remain on schedule and within budget.

**Question 5:** Section 12.1.1, page 38: Can you better define “Current configuration needs to be checked to ensure the SUDA workspace is complete.”

The statement “*This will include feature definitions, element templates, cells, conduit tables, prototypes, item catalogs, scenarios, alternatives, and storm data.*” eludes that some items have been completed. Is there a list of how many of each item is complete and what those items are? This is needed to provide a more accurate response to this RFP.

**Response:** There is not a list of what is complete, but rather a list of what MDOT believes is not complete (refer to the table in Section VII Technical Specifications, Item 12.1.2). MDOT’s expectation is that once the SUDA library is complete, it will contain all the components as defined in the Drainage section of the Roadway Design Standards. MDOT wants to make sure that in lieu of the items MDOT believes to be missing, the existing library contains the corresponding SUDA components.

**Question 6:** Section 12.1.2, page 38: Are all items that need to be added to MDOT’s current SUDA.dgnlib. included in the list on page 38 of the RFP? Can MDOT provide the current OpenRoads Designer and GEOPAK SS4 workspace? This is needed to provide a more accurate response to this RFP.

**Response:** MDOT believes this to be accurate. However, the statement in Section VII, Item 3.2 on page 33 notes that ‘These specifications are not exhaustive, but reflect the known requirements that must be met’. MDOT can supply the entire SS4 workspace upon request.

**Question 7:** Section 12.1.3, page 39: *“Setup design constraints and utility filter.”* Can the utility filter be better described? For example: How many filters? What type of design constraints?

**Response:** The SUDA workspace has never had working filters nor has it been used in production due to an incomplete workspace. Therefore, MDOT would value the Vendor’s recommendation on setting this up. The goal here would be to set up a basic filter that MDOT could reconfigure if needed.

**Question 8:** Section 12.1.4, page 39: *“MANDATORY - Currently MDOT is utilizing PowerGeoPak SS4 environment and anticipates migrating to OpenRoads Designer Connect Edition sometime in late 2019 or early 2020. MDOT will need both libraries developed.”*

Is the configuration for GEOPAK SS4 for the GEOPAK Drainage tools or the OpenRoads technology tools provided in SS4? GEOPAK SS4 has both the legacy GEOPAK Drainage and the OpenRoads technology (SUE) drainage.

**Response:** The configuration will be for the OpenRoads tools. To further clarify, the tools are accessed from the Subsurface Utility menu and not GEOPAK -> DRAINAGE.

RFP responses are due October 8, 2019, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Chris Grimmer at 601-432-8208 or via email at [chris.grimmer@its.ms.gov](mailto:chris.grimmer@its.ms.gov).

cc: ITS Project File Number 44834