



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION

REQUEST FOR PROPOSALS # 40100-50925
REVISED AMENDMENT # 3
FOR THE SOFTWARE DEVELOPMENT OF THE
HIGHWAY SAFETY AND IMPROVEMENT PROGRAM
PRE-PROJECT RESEARCH AND EVALUATION
PROGRAM TOOL

DATE: July 17, 2023

RFP # 40100-50925 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		May 15, 2023
2. Disability Accommodation Request Deadline	2:00 p.m.	May 18, 2023
3. Pre-response Conference	9:30 a.m.	May 19, 2023
4. Notice of Intent to Respond Deadline	2:00 p.m.	May 22, 2023
5. Written "Questions & Comments" Deadline	2:00 p.m.	May 25, 2023
6. State Response to Written "Questions & Comments"		July 17, 2023
7. Response Deadline	2:00 p.m.	July 24, 2023
8. State Completion of Technical Response Evaluations		August 9, 2023
9. State Opening & Scoring of Cost Proposals	8:00 a.m.	August 10, 2023
10. Cost Negotiations (Optional)		August 10 - 18, 2023
11. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	August 22, 2023
12. End of Open File Period		August 29, 2023
13. State sends contract to Contractor for signature		August 30, 2023
14. Contractor Signature Deadline	2:00 p.m.	August 31, 2023

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		1 Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services. Please confirm if we can get the proposals or pricing of the incumbent(s).	Yes, this is a new initiative for custom software.
		2 Are there any pain points or issues with the current vendor(s)?	This is a new initiative.
		3 Can you please let us know the previous spending on this contract?	This is a new initiative.
		4 What is the estimated budget/NTE Budget for this contract?	This is a new initiative.
		5 Please confirm if there is any local preference.	Remote work is acceptable provided the project team is responsive and can reasonably respond, for example, to same day to TDOT phone calls and emails.
		6 Please confirm if the team is expected to work onsite, remote, or hybrid. Do we need to be onsite for meetings? If yes, Other than trainings, meetings and briefings, are there any other reasons that work must be performed onsite?	No onsite required. Remote is ok for both the project work and for training TDOT personnel once the software is complete provided the project team is responsive and can reasonably respond, for example, to same day to TDOT phone calls and emails.
		7 Please confirm if either a local office or a local representative, or both, are required. If yes, how often the local representative is expected to be onsite, and for how much time?	Remote work is acceptable provided the project team is responsive and can reasonably respond, for example, to same day to TDOT phone calls and emails.
		8 Please confirm the vendor does not need to submit both Digital Media Submission and E-mail Submission, but can choose one between the two options	Your team may choose one of the two options to submit by email or by Digital Media. Both are not required.
		9 Ref – “Provide a narrative description of the proposed project team, its members, and organizational structure along with an organizational chart identifying the key people who will be assigned to deliver the goods or services required by this RFP.” Please clarify if we	Please identify key management staff supervising the project and key technical staff performing the work. The idea is to help TDOT understand the personnel taking leadership responsibility for the project, and key personnel responsible for delivery of the project and their qualifications to provide the required services.

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		need to include descriptions for the key management staff or technical staff or both.	
		10 Ref – “Provide a statement of whether or not the Respondent has any current contracts with the State of Tennessee or has completed any contracts with the State of Tennessee within the previous five (5) year period.” Please confirm if the state will reach out to the POC or is it just for information basis?	The State reserves the right to reach out to the POC with any questions regarding respondent's performance of any contracts a respondent has/had with the State.
		11 Ref – “Has the Respondent developed and implemented a software system for other state Departments of Transportation (DOT) or government entities?” Please confirm if the state will reach out to the POC or is it just for information basis? Please confirm if the experience with transportation agencies is mandatory or preferred? Also, we have other government contracts under which we are providing similar services can we include those? If yes, will those be evaluated without any biasness towards experience with Transit agencies?	The State reserves the right to reach out to the POC with any questions regarding performance of any contracts a respondent names in the RFP. The experience with transportation agencies is preferred but NOT mandatory.
		12 Ref – “HSIP-PREP Unlimited User License, Including Hosting, Support & Maintenance - Year 1” please confirm if we need to provide hosting as part of the services. If yes: o What are the specific hosting requirements? Are there any preferences or restrictions regarding the hosting environment, such as on-premises infrastructure, cloud-based solutions, or specific hosting providers? Do you have any existing hosting infrastructure or preferences that the vendor needs to consider? If yes, please provide details about the infrastructure, including the hardware, software, and networking components.	We apologize for the error. HSIP-PREP will be State-hosted. Please disregard any references to Contractor hosting in Proforma Contract Section C.3.B table named HSIP-PREP User Licenses. Please refer to Attachment 1 of the RFP, the Cost Proposal, and quote Support and Maintenance (without hosting) for each year of the contract. See RFP Release #2.

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		13 Can you provide more details about the specific functionalities and features required for the HSIP-PREP Tool? Are there any specific workflows or processes that need to be automated?	Please refer to specifications in the RFP and Proforma Contract, Section A.1.-A.17., and Contract Attachment B.
		14 What are the key performance indicators (KPIs) or success metrics that the HSIP-PREP Tool should meet? How will the effectiveness of the tool be evaluated?	TDOT has not named KPIs for this project. If the functional tool meets the specifications named in the RFP and Proforma Contract, TDOT will consider the project successful.
		15 Are there any specific technical requirements or constraints that the vendor needs to consider during the development and implementation of the HSIP-PREP Tool?	Yes, please refer to specifications in the RFP and Proforma Contract
		16 Can you provide more information about the existing systems or software solutions that the HSIP-PREP Tool needs to integrate with? Are there any specific data exchange or interoperability requirements?	Please refer to specifications in the RFP and Proforma Contract, Section A.1.-A.17., and Contract Attachment B.
		17 Are there any specific compliance standards or regulations that the HSIP-PREP Tool needs to adhere to, such as data privacy regulations or industry-specific guidelines?	Please refer to specification in the RFP and Proforma Contract and the link to STS policies. https://www.tn.gov/finance/strategic-technology-solutions/strategic-technology-solutions/sts-security-policies.html
		18 What level of scalability and performance is expected from the HSIP-PREP Tool, considering the potential increase in data volume and user load over time?	The data volume & user load will remain fairly consistent over time.
		19 Are there any specific budget or timeline constraints that the vendor needs to consider during the development and implementation of the HSIP-PREP Tool?	No. Pricing will be competitively evaluated as part of the RFP process as well as project timeline.
		20 Are there any additional details or considerations that the vendor should be aware of in order to provide an accurate and comprehensive proposal for the project?	No
		21 This section states an initial term of contract of 18 months with three 1-year extension periods. The cost table, however, only lists two extension periods. Can the	18 month initial term. State option for three (3) extension periods of one (1) year each.

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		State please clarify what the contract period and extension options will be?	
		22 Does the State have a hard implementation go live date?	No. Development, Go-live and the burn-in period must, of course occur as soon as possible during the initial term.
		23 What are the TN state IT standards that must be followed?	Please refer to specification in the RFP and Proforma Contract and the link to STS policies. https://www.tn.gov/finance/strategic-technology-solutions/strategic-technology-solutions/sts-security-policies.html
		24 With the cost proposal's required format, how would the State like cost assumptions to be included with the bid?	We require respondents to use the spreadsheet provided as Attachment 1 to the RFP. This is available here: https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/supplier-information/request-for-proposals--rfp--opportunities1.html
		25 This section states the 60 day burn in period in which "no deficiency in functional requirements, technical operation, performance, mandatory response times, or reliability are identified. Would you please define deficiency for the terms of this section?	Any nonconformance of the goods or services to the terms and conditions of this Contract shall constitute a "Defect" and shall be considered "Defective."
		26 Does the State require a software escrow? If so, elaborate on the type of escrow needed and its financing.	No.
		27 Will you provide us with a test and dev GIS environment to connect to for development?	No. See Section A.16.b.ii. of the Proforma Contract.
		28 We do a lot of work in the DoT space, and many transportation agencies will not provide written references as a matter of policy. Would you (and by you, I mean TDOT) please consider contacting references by phone in order to maximize viable competition in lieu of the written questionnaire	No. TDOT requires use of the written reference questionnaire.
		29 Where does the State expect to see the TECHNICAL RESPONSE & EVALUATION GUIDE submitted within our response?	The proposal should be structured in the same order as the RFP questions. Follow the order of the RFP. Please keep in mind, lengthy and wordy proposals are not necessarily better, but answer the questions in the same order they are asked in the RFP document.

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		30 Is JavaScript permitted in the browser logic?	No. Refer to Section A.a.2.f.
		31 Is every job category listed in the RFP to be considered a key person?	Not necessarily. Your organization can determine who the key people are that will be responsible for delivering the service. For example, a business analyst and technical writer are not necessarily key people for a given project, whereas developers and project managers typically are key people. Each organization is different.
		32 Can more than one person be listed for each job category?	Yes.
		33 Can one person fill more than one job category?	Yes.
		34 What is the current volume of HSIP packages being entered and accessed? What is the monthly volume of packages expected to be generated?	25-50 packages per month
		35 What is the expected number of users? What is the expected volume of help-desk calls?	4-5 users. Low volume of help desk calls expected if the system is functioning properly.
		36 Will the data be stored in the cloud or will the state host the data on-premises? If in the cloud, does TDOT have a preference for a specific cloud-computing provider (e.g., Azure, AWS)?	State hosted on-premises.
		37 Can you please clarify the requirements for data science backgrounds in the Junior and Senior Architect job category, i.e., how does the data science background relate to the RFP requirements?	These are sample job descriptions. The important idea is to demonstrate the respondent's team has the education or experience required to complete the project.
		38 RFP attachments that are required to be completed seem to have a font size less than 12. Would it be okay to keep that font size so single pages will fit as single pages, or do you require us to increase the font size to 12?	Ok to keep the font sizes.
		39 Can a completed federal government Contractor Performance Assessment Reporting System (CPARS) report be submitted in place of a Reference Questionnaire, or must we use the exact Reference Questionnaire provided in the RFP documents?	No. You must use the exact reference Questionnaire provided in the RFP documents.
		40 Does TDOT have a preferred provider for	The State uses Symantec virus/malware detection software. State Strategic Technology Services (STS)

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		virus/malware detection? What best practices does TDOT currently follow to ensure that uploads do not include viruses or malware?	policies can be found at this website: https://www.tn.gov/finance/strategic-technology-solutions/strategic-technology-solutions/sts-security-policies.html
		41 In section A.4, there are three user roles listed: "System Administrator", "Regular User", and "Read-Only User." In A.8.A, the role "Safety Investigation Manager" is mentioned. How does the Safety investigation Manager correlate to the three roles listed in section A.4?	The Safety Investigation Manager job title does not correlate with the user roles and a Safety Investigation Manager may be assigned any of the user roles required by the system as determined by a System Administrator.
		42 Regarding item A.3.a – Are the safety projects in PPRM already geolocated, and if so, can you please describe what spatial data is stored for projects in PPRM (e.g., Measures, Roads and Highways events, etc.)?	Yes, the safety projects are already geolocated based on TDOT's Linear Reference System
		43 Regarding item A.3.c - Do you have an existing safety investigation package format that the requested package should be modeled after? And if so, can that format be shared?	No. Please refer to the requirements named in the RFP.
		44 Regarding item A5.1.D - Does the PPRM API already exist? If so, can the API details be made available for review?	No, the API does not yet exist.
		45 Regarding item A.6.e - Do you already have an existing unique Safety Investigation Tracking identifier (tracking number) format that is used? If so, do you expect that HSIP-PREP would use the same identifier format? And can you share the current identifier format?	No, TDOT does not have identifier numbers at this time. This will be the responsibility of the Contractor selected to complete the project.
		46 Regarding item A.6.f - Do you have existing virus scanning software that is used with other similar systems? If so, what is currently used?	The State uses Symantec virus/malware detection software. State Strategic Technology Services (STS) policies can be found at this website: https://www.tn.gov/finance/strategic-technology-solutions/strategic-technology-solutions/sts-security-policies.html
		47 Is there any migration of legacy safety data (e.g., previous investigations) to the new HSIP-PREP database (e.g., previous investigations) from legacy systems that must be performed?	No, there is no legacy data migration.

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		48 Regarding item A.5.f - Does TDOT utilize an enterprise Document Management System? If so, what is currently used, and could it be leveraged for HSIP-PREP?	TDOT uses FileNet as an enterprise document management system. It is unclear if this can be leveraged for HSIP-PREP.
		49 Regarding item A.5.4.b – Does the TRIMS API already exist? If so, can the API details be made available for review?	No, a TRIMS API does not currently exist.
		50 Regarding item A.16.f - What is meant by perpetual training?	Perpetual in this instance means TDOT will have permanent rights to have and use the training materials perpetually. However, the State has removed “perpetual” from the contract. See RFP Release #2.
		51 Can TDOT provide an estimate of the maximum budget allocated for this effort?	No.
		52 Does TDOT require systemic screening/analysis tools as part of HSIP-PREP?	No.
		53 Regarding item A11.11.f – ArcGIS 10.7 is referenced, but more specifically does TDOT utilize ArcGIS Enterprise/ArcGIS Portal? And if so, does the current TDOT Esri licensing support leveraging ArcGIS Enterprise for HSIP-PREP?	TDOT has ArcGIS Enterprise 10.8.1 and ArcGIS Unfederated Server 10.9.1 deployments in Development, Test and Production environments. Our versions for both deployments are expected to be 11.1 by December 2023. TDOT will address the licensing, if required, with the winning Contractor as the project proceeds. Existing REST services can be utilized. New REST data or geoprocessing services can be deployed if they are required for this application. Architectural review would be required for new services. If a specific extension or licensing type within an ArcGIS Enterprise deployment is required, it needs to be stated.
		54 Does TDOT have or plan to have SPFs for use in the investigations?	No.
		55 Does TDOT provide access to Roads and Highways network through RESTful services? If so, is it available for use by HSIP-PREP?	Yes, and yes. Firewall rules would need to be requested and applied.
		56 Does TDOT leverage any other safety management software? If so, can you specify the software that is used, and can you comment on whether HSIP-PREP would be required to integrate with it?	HSIP-PREP is not required to integrate with any other safety management software.
		57 Does TDOT have an existing investigation	No.

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		manual/guide that they can share?	
		58 Which of the following functionality does TDOT expect/require to be included when conducting an investigation in HSIP-PREP?	All Following questions that are not numbered refer back to this question.
		List of crashes at the subject location	No.
		Summary statistics for crashes at the subject location	No.
		Collision diagram for crashes at the subject location	No.
		Test of proportions for crashes at the subject location	No.
		Ability to select countermeasures based on diagnosis	No.
		Countermeasure selection tool to guide analysts to appropriate countermeasures	No.
		Specifying/selecting costs and CMFs for each countermeasure selected	No.
		Ability to compute benefit-cost ratio for selected countermeasures	No.
		Ability to compare alternatives of different countermeasure combinations	No.
		Ability to estimate lives saved and serious injuries prevented for selected countermeasures	No.
		Ability to recommend countermeasures for implementation	No.
		Ability to track recommendations through implementation	No.
		Ability to evaluate completed recommendations/projects	No.
		59 Are there other functions beyond the list in #17 above that TDOT requires or desires for investigations? If so, please specify.	No.
		60 Given a bidder's extensive experience with contracting for projects with the requested scope and magnitude, would a bidder who submits alternative terms and conditions to the pro forma contract, which more accurately contemplates a	No. See 3.3.1. A response must not include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it. See also Section 5.3.5. of the RFP

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		project of this nature, be considered compliant?	
		61 Considering a bidder's extensive experience with contracting for projects with the requested scope and magnitude, if a bidder proposes additional terms and conditions to the pro forma contract, such as maintenance terms and conditions or licensing agreements, is a bidder still considered compliant?	No. See. 3.3.1. A response must <u>not</u> include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it. Also, See RFP Release #3 for 3.3.2.: A Respondent shall not include in its response, or after contract award, any end-user license agreement, manufacturer's terms and conditions, service guide, clickwrap agreement, shrinkwrap agreement, online terms and conditions, or other terms and conditions that supplement, modify, or contradict the terms set forth in the <i>pro forma</i> contract.
		62 In light of a bidder's expertise in the industry and with projects of this nature, if a bidder submitted alternatives or additions to the provided scope, would a bidder be considered compliant?	No. See. 3.3.1. A response must <u>not</u> include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it. See also Section 5.3.5. of the RFP.
		63 If a bidder is unable to sign the Statement of Certifications and Assurances due to the proposal of alternative and additional terms and conditions to the pro forma contract, would that bidder be considered compliant or would a bidder be automatically disqualified?	No. A Respondent must sign the Statement of Certifications and Assurances without qualification or exception.
		64 If a bidder were to propose alternative scope for the maintenance and support requirements of the RFP such that the requirements better fit the nature of the requested product, would a bidder be considered compliant?	No. See Section 3.3.4. of the RFP. A response must not propose alternative goods or services (i.e., offer services different from those requested and required by this RFP). See also 3.3.1. A response must <u>not</u> include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it.
		65 Would a bidder who has been awarded the contract be permitted to propose alternative project plan completion milestones, which more accurately represent the progress of the project based on the	Once an awardee has been identified based on bid responses to the current scope, RFP Section 5.2.3. allows TDOT to consider suggestions for changes, but pursuant to RFP Section 3.3.1., a response must <u>not</u> include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it.

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		implementation schedule in a Statement of Work?	Proforma Contract Section A.16.b. requires the awardee to provide a project plan prior to commencement of work and TDOT may, at TDOT's sole discretion, consider the Contractor's proposed updates to project completion milestones.
	66	Should a bidder be awarded this contract, would the State accept a Statement of Work which includes project plan completion milestones correlating to payment milestones as well as alternative or additional State and Bidder responsibilities and obligations, which more accurately represent the required collaboration necessary to complete a project of this nature?	Once an awardee has been identified based on bid responses to the current scope, RFP Section 5.2.5 allows TDOT to consider suggestions for changes, but pursuant to RFP Section 3.3.1., a response must not include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it.
	67	Would the State consider accepting alternative terms regarding Intellectual Property ownership of Custom-Developed Application Software, such that it remains with the bidder?	No, any custom developed software for the State as part of this RFP will be governed by E.9 of the attached ProForma Contract.

3. **Delete RFP # 40100-50925, Release #2, in its entirety, and replace it with RFP #40100-50925, Release #3, attached to this amendment.** Revisions of the original RFP document are emphasized within the new release. **Any sentence or paragraph containing revised or new text is highlighted.**
4. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.