

**OHIO TURNPIKE AND
INFRASTRUCTURE COMMISSION**
682 Prospect Street
Berea, Ohio 44017

REQUEST FOR PROPOSALS

PROJECT NO. 71-15-02

**GEOGRAPHIC INFORMATION SYSTEM
IMPLEMENTATION SERVICES**

Letter of Interest Inquiry End Date: **5:00 p.m., (Eastern), July 2, 2015**

Letters of Interest to Submit a Response to be received no later than:
5:00 p.m., (Eastern), July 17, 2015

Final RFP Issue Date to Selected Interested Consultants:
August 14, 2015

RFP Inquiry End Date: **5:00 p.m., (Eastern), August 28, 2015**

Proposals from Selected Consultant(s) to be received no later than:
5:00 p.m., (Eastern), September 4, 2015

ATTENTION OF RESPONDENTS IS DIRECTED TO:

**ANSWERS TO QUESTIONS RECEIVED THROUGH
June 29, 2015 4:00 PM**

GEOGRAPHIC INFORMATION SYSTEM IMPLEMENTATION SERVICES

Q&A#1

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Q#1 Regarding the above referenced request for LOI, Page 2, Item 2: Can you confirm the requirement that the proposed Project Manager be a professional engineer in the State of Ohio is applicable for this scope of work?

A#1 The Commission has revised the Notice for the LOI to remove the requirement regarding the Project Manager's qualifications.

Q#2 The RFP requests that respondents "specify the number of professional personnel based in the Ohio office in which the bulk of the work will be performed". Is having an Ohio office a prerequisite for selection? If not, is it preferred?

A#2 It's not a prerequisite, but shortlisted consultants selected to submit a proposal must specify "if the work will not be performed from an Ohio office, describe how and where the work will be accomplished and communication with the Commission will be maintained." See PART II, Section 1 of the Draft RFP. Further, the Commission's evaluation of the Proposals received will consider the "accessibility of consultant's personnel to Commission staff, and location of facility where the consultant will perform the services." See Part X, Sec. 3 of the Draft RFP.

Q#3 Given the nature of the tasks described in the Draft Scope of Services, please clarify why the Project Manager must be a Professional Engineer.

A#3 See response to Q#1 in the Q&A.

Q#4 Am I correct in understanding that vendors have until July 17 to submit a LOI and that only the vendors who do so will be invited to participate in the subsequent RFP?

A#4 Correct, vendors have until July 17 to submit an LOI. Only the firms that the Commission shortlists based on the LOI submissions will have an opportunity to submit a Proposal in response to the RFP.

Q#5 Is there a time frame for when those vendors will be given the final RFP (I see a close of Sep, 4)?

A#5 The Commission anticipates issuing the final RFP to shortlisted firms on August 14, 2015.

Q#6 Has funding been allocated for these services and if so, from where? The annual budget?

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Q&A#1

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A#6 Sufficient funding is allocated in the Commission's 2015 capital budget, and the 2016 capital budget will be presented at the December Commission meeting.

Q#7 Is there a specific budget amount for these services?

A#7 See response to Q#6.

Q#8 Will only one contract result from this project and that contract be for the GIS Implementation Services?

A#8 The Commission anticipates entering into a single contract for the services described in the RFP. However, the Commission's implementation of GIS may require additional agreements with additional firms for additional services beyond those described in RFP.

Q#9 Is there a project manager in regard to this effort and if so, can you possibly advise who?

A#9 The identity of the Commission's project manager is not material to the LOI or Proposal submissions.

Q#10 Page 3 of the document, under Section B GIS Platform Information, refers to a Strategic Plan dated 8/21/2014. Would you be able to provide a PDF copy of that Strategic Plan to us? The contents of the Strategic Plan could affect our decision about whether or not to submit a LOI for this project.

A#10 The Strategic Plan is attached to the Draft RFP.

Q#11 I have a quick question for you in regards to the RFP for Geographic Information System Implementation Services (Project No. 71-15-02). Would a cover page count towards the 10 page limit?

A#11 No. The Cover Page does not count towards the page limit.

Q#12 What, if any, are the DBE (minority, women, veteran) owned business participation requirements for these types of projects with the Turnpike?

A#12 There are no established goals for this project. However, the Commission expects respondents to use good faith efforts to ensure the fullest possible opportunity for firms

owned and controlled by minorities and females to participate in the opportunities available under prospective contract.

Q#13 Is it possible to receive a copy of the GIS strategic plan.

A#13 See the response to Q#10.

Q#14 Regarding the GIS Strategic Plan, what is the current progress regarding items noted within the GIS strategic plan, both items in-progress and completed.

A#14 A brief summary of the current status of the Commission's GIS is provided the Exhibit A, Scope of Services.

Q#15 Assuming we are able to get a copy of the Strategic Plan, will we be able to see if the plan follows a phased approach defining priorities.

A#15 Yes, the Strategic Plan was updated in 2014 and identifies priorities.

Q#16 If not started in support of the enterprise GIS via the Strategic Plan, is there equipment (hardware, software, etc.) that still needs to be acquired/purchased?

A#16 At this time it is not anticipated that any purchases of hardware, software, etc. will be needed. Regardless, any purchases subject to competitive bidding will follow their own separate processes.

Q#17 In support of these requested applications/solutions, is it assumed that the creating of the noted SDE geodatabases, installing/configuring ArcGIS Server, and your ArcGIS Online Organizational Account have already been addressed? Or does the addressing of those tasks need to be take into consideration?

A#17 The ArcGIS Online Account has been created. However, the Commission is open to evaluate any other methods available to meet the objectives for the GIS Implementation.

Q#18 What is the budget and timeline for the implementation for each phase.

A#18 See response to Q#6 regarding budgeting. The Proposals received from shortlisted firms are required to submit a proposed schedule in response to the RFP. See PART II, Subparagraph 7 of the RFP.

Q#19 Is the turnpike currently using any specific applications for any of the tools listed in the LOI. If yes, what are the applications and what type of integration is expected.

A#19 Currently, the majority of the information the Commission utilizes is in the form of a static document that are created using Microsoft Excel/Word Document, AutoCAD, or Adobe Acrobat. Additionally, a limited number of stand-alone Microsoft Access databases are being utilized. Lastly, some proprietary software is in use for document management, procurement, and equipment management. Data for the non-Microsoft Access applications currently, primarily reside in SQL databases. As for integration, it is expected that the selected Consultant will evaluate all available data and determine the best means for accessing and displaying the information.