



Florida Department of Transportation

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Addendum 2

ADVERTISEMENT NUMBER: ITN-DOT-16-17-5004-ICMS
DESCRIPTION: Central Florida Regional Corridor Management System
DATE: March 2, 2017

You are hereby notified that the above referenced Invitation to Negotiate (ITN) is modified as noted below:

An updated Section 24 is attached to this Addendum 2.

Section 24) Written Technical Proposal and Evaluation has been modified as follows:

1. Section 3: Project Team and Staffing: changed page limit to 5 pages, not including organization chart or resumes), (was 2 pages)
2. Section 3 b ii: Resume requirements changed to match resumes in Qualifications Questionnaire
3. Section 4: Project Approach and Management changed page limit to 20 pages (was 10 pages)
4. Section 5: Quality Management Plan: changed page limit to 6 pages (was 1 page)
5. Section 6: Innovation: changed page limit to 5 pages (was 2 pages)
6. Section 9: Removed page limit requirement
7. Section 9: Changed references to "Exhibit B Price Form 2" to "Exhibit B Price Form 3"

An updated Form 2 – Qualifications Questionnaire is attached to the Addendum 2.

Form 2 - Qualifications Questionnaire has been modified as follows:

1. Resume size limit increased to four (4) pages from two (2) pages
2. Additional information required in resumes to include: Education, Applicable Certifications
3. Changed resume requirement "Experience for works for hire software development" to "Experience for software development projects" which now requires Project Description, Project Size (\$), Role on Project, Project Reference Contact Information

An updated Form 4, Vendor Data Sheet is attached to this Addendum 2.

1. Corrected Advertisement Number

TO ACKNOWLEDGE RECEIPT OF THIS NOTICE AND ALL CHANGES, PLEASE SIGN AND RETURN BY E-FAX TO THIS OFFICE @ (850) 412-8092 PRIOR TO March 9, 2017 at 12:00PM

Name of Company: _____

Authorized Signature: _____ Date: _____

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN SECTION 120.57(3), F.S. SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120, F.S.

24) WRITTEN TECHNICAL PROPOSAL AND EVALUATION

The vendor must submit, **with their Technical Proposal**, a current letter from a surety company or bonding agent authorized to do business in the state of Florida and written on company letterhead, to document the vendor's present ability to obtain a Performance Bond in the amount of the contract as per Section 33. Failure by the vendor to provide this letter with its response will constitute a non-responsive determination for its proposal. **Proposals found to be non-responsive will not be considered**. This will not be counted towards any page limitation.

The use of web links are not to be included in the written technical proposal unless specifically required in this section.

Each TRC member will score the proposal according to the criteria in the outline below. The TRC will send their scores as recommendations to the selection committee. The selection committee determine the negotiation process as well as which vendor or vendors to negotiate with.

The Technical Proposal shall include the following sections (with the point values and maximum page counts). Pages are to be one sided, 10 point minimum font size, 8.5x11 sheet, portrait (unless otherwise specified), and elaborate page dividers and bindings are neither requested nor required:

1. Signed Cover Letter on official business letterhead and title page
2. Table of Contents identifying each major section and page numbers
3. Project Team and Staffing (15 Points; 5 pages, not including organization chart or resumes)
 - a. Project Team – Provide an overview of the proposed team providing the services for this project. Include subs and the role each company will fulfill to deliver the project.
 - b. Organization Chart (single 11x17 sheet of paper), Staffing Table and Narrative
 - i. Provide a list of key staff to cover the following roles on the project:
 1. Project Manager (shall be on the prime contractor's firm),
 2. Application Architect (shall be on the prime contractor's firm),
 3. Lead Developer (shall be on the prime contractor's firm),
 4. Lead Modeler, and
 5. Quality Assurance / Quality Control (QA/QC) Manager
 - c. Provide resumes for each position (not to exceed four (4) pages, as an attachment to the Proposal including same information as on the qualification questionnaire)
4. Project Approach and Management (20 Points; 20 Pages)
 - a. Project Delivery Strategy and Approach for Task 1 to Task 7 in the Scope of Work. Include detailed clarification for the following items:
 - i. Commercial off the shelf (COTS) and open source modules and projects
 1. Licensing of each COTS product
 2. Architectural structure of how the COTS and custom components are integrated
 3. Hardware environment needed to support the proposed architecture
 - b. Initial Project Management Plan to include the following sections and what software and tools and processes that will differentiate your firm's and your sub-contractor's approach.
 - i. A high-level approach for delivering and managing this project.
 - ii. Risk Management Plan
 1. Example risk management plan with top 10 risk
 - iii. Configuration Management Plan
 1. Source control repository
 2. Document control repository
 - iv. Requirements Management Strategy
 1. RTVM
5. Quality Management Plan (10 Points; 6 Page)
 - a. Issue tracking tool
 - b. QC process for work products

6. Innovation (10 Points; 5 Pages)
 - a. Provide any innovations your company provides in the development of systems and software.
 - i. Feature and benefits that exceed the minimum technical requirements
 - ii. How the approach will provide a more efficient solution in terms of cost, schedule
 - iii. See the end of section 1.4 in Exhibit "A" Scope of Services for areas needing innovative solutions.
7. Project Schedule (10 Points; 3 Pages)
 - a. Gantt Chart on 11/17 sheet(s) of paper
8. Experience of the Team (15 Points, 15 Pages)
 - a. Provide 5 project references that are directly related to the scope of this project in the FDOT project reference form.
9. Price Proposal (20 Points)
 - a. This will be evaluated qualitatively based on the best value to the DEPARTMENT.
 - i. Provide detailed descriptions and cut sheets for the proposed hardware and software products that will be needed to be purchased by the DEPARTMENT for this system being developed.
 - ii. Provide the deliverable based payment amount for performing the work in the scope of services. The proposed payment amounts will consist of the following and shall be submitted using the tables in Exhibit B Price Form 2, attached here:
 - Base scope for each milestone in Table 1
 - Loaded hourly rates for the Special Services in Table 2
 - Other Software Product Costs Pre-Deployment in Table 3
 - Other Software Product Monthly Costs Post-Deployment in Table 4
 - Total Cost of the project and projected costs through 5 additional years in Table 5

QUALIFICATIONS QUESTIONNAIRE

INVITATION TO NEGOTIATE #: ITN-DOT-16-17-5004-ICMS

TITLE: Central Florida Regional Integrated Corridor Management System

VENDOR: _____ FAX #: _____.

SUBMITTED BY: _____ SIGNED: _____ Date: _____.
(Name Printed) (Signature)

The qualifications questionnaire response will be scored based on the point values associated to the items below. A shortlist will be determined in accordance with section 23.

The grades or points resulting from the review/evaluation of the qualifications questionnaire response will not be included in decisions beyond determining the initial short-list of vendors to proceed in the ITN process.

The qualifications questionnaire response is limited to seven (7) pages in length.

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1. Project Approach (25 points): Please provide your methodology for development of a large system project with the following components:
 - a. Data Management,
 - b. Iterative Software Development,
 - c. Planning and Predictive Modeling,
 - d. Decision Support System, and
 - e. Operations and Maintenance.
2. Experience (20 points): Please describe your company's experience with works-for-hire software development in the following areas, including successful and unsuccessful projects:
 - a. Advanced Transportation Management Systems;
 - b. Transit/ General Transit Feed Specification (GTFS) data interfaces;
 - c. Large custom software,
 - i. Minimum of 8 data interfaces
 - ii. Iterative development process methodologies
 - d. ITS Standards based protocols (ex. Center-to-Center, Traffic Management Data Dictionary)
 - e. Rules-based engine
3. Staffing (20 points): Please provide a list of key staff to cover the following roles on the project:
 - a. Project Manager (shall be on the prime contractor's firm),
 - b. Application Architect (shall be on the prime contractor's firm),
 - c. Lead Developer (shall be on the prime contractor's firm),
 - d. Lead Modeler, and
 - e. Quality Assurance / Quality Control (QA/QC) Manager.

Please provide resumes with the following information for each position (not to exceed four (4) pages each, but not to count against the 7 page limit of the qualifications questionnaire response):

- a. Name,
- b. Firm,
- c. Education,
- d. Applicable Certifications,
- e. Position within the firm,
- f. Role on the project, and
- g. Experience for software development projects.

- a. Project Description
 - b. Project Size (\$)
 - c. Role on Project
 - d. Project Reference Contact Information (Name, Role on Project, Agency, Phone, E-mail)
4. Project Management (15 points): Please provide your methodology, process, qualifications, and experience for managing systems and software development projects.
 5. Quality Assurance (15 points): Please provide your methodology and practices for validation and verification, include the phases of testing you perform.
 6. Innovation (5 points): Based on your experience with other related software projects, please provide any innovations your company provides in the development of systems and software.

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WORK REFERENCES

List the names of three references for which your business has provided similar services.

<u>BUSINESS NAME</u>	<u>ADDRESS</u>	<u>CONTACT PERSON</u>	<u>PHONE NO.</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

VENDOR DATA SHEET
ITN-DOT-16-17-5004-ICMS

VENDOR INFORMATION

DATE: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEID): _____
Attach your W-9 Form (State Purchasing System (SPURS) Vendor
Number) <https://flvendor.myfloridacfo.com/>

VENDOR NAME: _____

CORPORATE STRUCTURE: (Inc. /LLC): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: _____

CELLULAR: _____

TOLL FREE NO.: (800) _____ FAX NO.: _____ / _____

INTERNET E-MAIL ADDRESS: _____

INTERNET WEBSITE URL: _____

LOCAL OFFICE INFORMATION, (If other than above)

CONTACT NAME: _____

ALTERNATE CONTACT: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: _____

CELLULAR: _____

TOLL FREE NO.: (800) _____ FAX NO.: _____ / _____

INTERNET E-MAIL ADDRESS: _____

Requirements

1) REGISTERED IN MYFLORIDAMARKETPLACE: (Y/N) _____ Attach Proof
<https://vendor.myfloridamarketplace.com>

2) REGISTERED WITH THE DIVISION OF CORPORATIONS(Y/N) _____ Attach Proof
<http://www.sunbiz.org>

3) LICENSED TO CONDUCT BUSINESS IN THE STATE OF FLORIDA (Y/N) _____ Attach Proof

(Signature in blue INK)

(Title)