

**August 13, 2019**

**ADDENDUM #3**

**RFP 19-089 Consultant Services - Regional ITS Data sharing Initiative – Phase 1**

The RFP submittal dead line is extended from August 16, 2019 until August 27, 2019 prior to 2:00 P.M. CST.

**Questions 14, 16, and 18 were not properly answered in Addendum 1. Revised answers are provided here:**

14. Does the inclusion of or a prime composed of WBE apply towards workplace diversity goal?
  - a. WBE is typically a designation under a state or local registration program. WBE is not the same as federal certification as a DBE under the MRCC Disadvantaged Business Enterprise certification and cannot be used to satisfy the federal DBE goal. Workforce diversity is the makeup of the staff working on the project and is intended to reflect the makeup of the community where your firm is located.
16. Is there a difference in MBE vs. WBE in DBE goal
  - a. Only work performed by DBE's certified under the federally approved MRCC program can be used to count toward the 14% DBE participation goal. MBE (minority business enterprise) and WBE (woman business enterprise) are typically a designation under a state or local registration program.
18. Will "value added" be considered in the evaluations?
  - a. Value added items will be considered in the ***Project Approach*** evaluation.

**The following are responses to written questions posed by several interested firms.**

1. As the preparer of RFP materials, is TransCore permitted to bid on this request?
  - a. TransCore is prohibited from bidding on this project.
2. Page 1 of TransCore document: What is STARRS? This does not appear to be defined in the RFP. STARRS is the St. Louis Area Regional Response System.
  - a. Their mission is to coordinate regional response to natural disasters, terrorism and large-scale industrial accidents. More information about STARRS can be found on East-West Gateway's website at <https://www.ewgateway.org/regional-security/>
3. Page 2 of TransCore document: Are existing data and video exchange and file formats available for examination? This will aid in determining realistic work plans.
  - a. This data will be shared with shortlisted proposers

4. Is a comprehensive list of communication standardization platforms established for data sharing? Is it available for examination and review? Are specifications for the data for these platforms available?
  - a. No, the proposer will interface with multiple data platforms across multiple agencies. A standardized format does not exist.
5. Is a comprehensive list of incident data feeds from regional partners available for examination and review? Are specifications available for each data feed?
  - a. This data will be shared with shortlisted proposers.
6. Is a comprehensive list of local police and first responders available for examination and review along with their data formats?
  - a. No, the proposer will interface with multiple data platforms across multiple agencies.
7. Is a comprehensive list of event entry and information sources available for examination and review with their current data formats?
  - a. No, the proposer will interface with multiple data platforms across multiple agencies.
8. The acronym CMP is used once in the RFP without definition. Does it mean Comprehensive Metropolitan Planning or something close to that?
  - a. **CMP is the St. Louis Region's Congestion Management Process. It is a Federally mandated process for managing congestion of the regional transportation system.**
9. In section 1.1 of the TransCore Document the term "Performance Information" is used concerning (TAPAS). Define "Performance." Are there comprehensive lists and specifications for performance and traffic volume data available for examination and review?
  - a. Performance is related to the ability to measure and define the performance of the roadway network. A comprehensive list is not available and will be developed as part of the project.
10. What is the format for video images?
  - a. Snapshots (jpeg, .png, etc.) will be captured and stored.
11. Please describe the specific organization and element formats of emergency response stops and assists.
  - a. This data will be shared with shortlisted proposers.
12. Please describe the specific organization and elements of incident events.
  - a. This data will be shared with shortlisted proposers.
13. Is detailed information available on the number and specifications for dispatch data intended for data sharing for examination and review?
  - a. No, the proposer will interface with multiple data platforms across multiple agencies.
14. How many Transit Schedules and Events are there?
  - a. See Metro's website at <https://www.metrostlouis.org/> for Transit Schedules

15. What “emergency events” would trigger “alternative routes?”
  - a. Any number of emergencies that impact a roadway or user safety would be emergency events. A definitive list does not exist.
16. Would routes and their detail be stored in a linked node environment or a GPS Coordinate Environment. Would detail be stored by node, by stop?
  - a. This information would be identified and ingested as part of the project development phase with input by transit partners.
17. What kind of information is currently used in response to special events? Is a comprehensive list of special events generators available? Who would record the events and what information would be captured?
  - a. A comprehensive list does not exist at this time. Proposer shall identify data sources to mine and identify as part of project development.
18. How is weather information supplied? Is it applied to GPS defined areas, road segments, etc.?
  - a. Proposer shall identify data sources to mine and apply to data sources ingested.
19. How is Work/Maintenance information captured and how is it related to location and other data?
  - a. Information is currently available via TransCore ATMS and MoDOT Traveler Information map, although other data sources may be implemented for future ingestion.
20. In Section 1.4 of the TransCore Document a number of existing systems such as ATMS and TCS are described. We assume that information from these systems will be incorporated in a data sharing system. Can we obtain detailed information concerning the specifications and operating formats of these systems?
  - a. This data will be shared with shortlisted proposers.
21. In Section 1.4 under Future Stakeholders the descriptions are very vague. Should we assume that this is informal only and not plan for interviews of their needs? If we must determine needs of these future stakeholders, can we get a detailed list of who we are required to contact?
  - a. This is for informational purposes only to provide proposer with information regarding future expansion.
22. Concerning the stakeholders listed in Section 1.4 of the TransCore document, can you provide a detailed list of contacts and interviewees concerning stakeholder needs?
  - a. This information will be provided upon successful proposer selection.
23. With regard to support of better decision making, do you have a comprehensive list of decision scenarios on which you would like to implement better or faster decisions, or are they just the ones presented in the RFP?
  - a. The scenarios were provided to allow proposers an understanding of how the data may be utilized. Other scenarios exist but were not listed.

24. With regard to Accessibility of stored information by outside parties, do you have a comprehensive list of scenarios you wish to support beyond what is in the RFP? Also, what Service Level do you wish to achieve (e.g. 95% of queries answered in 10 seconds or less)?
  - a. To be identified by the proposer as part of submittal.
25. With regard to improved integration, do you have a comprehensive list of information scenarios that better support reduction of incident impacts and congestion beyond those in the RFP?
  - a. To be identified by the proposer as part of submittal.
26. What do you consider reasonable response times for the Data Sharing System? This is again a Service Level Question of response within x seconds xx% of the time.
  - a. To be identified by the proposer as part of submittal.
27. Is there a comprehensive list of scenarios which faster and more flexible reporting must address beyond those in the RFP?
  - a. The scenarios were provided to allow proposers an understanding of how the data may be utilized. Other scenarios exist but were not listed.
28. How do you determine and measure Data Quality? For example, on a sampling basis would I say that I sample to 95% accuracy with 5% Sampler's Risk? If I had a conflicting VIN Number, would I prefer the one based on the Secretary of State's data for that vehicle license number, or the one recorded at the scene of an incident?
  - a. To be identified by the proposer as part of submittal. Data quality, sampling and validation will be developed by chosen proposer.
29. Do you have a comprehensive list of standard reports that you intend to issue?
  - a. No, we do not.
30. Do you have examples of the kind of query, analysis and reporting tools you prefer? For example, one such tool might be an EXCEL Spreadsheet connected directly to the database or queries against a DataCube? Do you want to use SQL Server, Crystal Reports, R or Tableau to conduct analysis?
  - a. No, data should be in such a format that it can be queried by multiple tools by multiple users.
31. Section 5.3.2: "Archived data shall be stored for a period of 5 years." Is the intent to be able to instantly search using the data management tool (software)
  - a. Yes
32. Section 6.1 "Proposer shall provide all software licenses..." In such cases where there may be options (i.e. County may choose between map data provider and license thereof), should these options be included, or shall we provide a general assumption and/or a range of licensing costs?
  - a. If data providers are not determined, options should be included with costs.

33. Section 7.2 User Manual: The User Manual for our proposed solution is included as a context sensitive Help menu in each section of the software. Is it therefore required that the same document(s) be made available outside of the software?
  - a. Online reference/help menus are acceptable and may be considered a benefit for future phases of the project.
34. Requirements section 100, "Data will be available in a feed out of the Central ATMS" and section 101, "Data will be available in a web service or central system API". Is it possible to obtain a sample from each of these data feeds prior to finalizing our proposal?
  - a. Both MoDOT and the County utilize Transcore ATMS. Sample data will be provided for shortlisted consultants.
35. Requirements section 102.4 "System shall send out an email notification alerting that an error occurred when system attempted to collect data." Is the requirement to send notifications immediately on a single failure, or only after XX failures? (Reference previous requirement 102.3, where the system will re-try to collect data and if successful, is a notification required).
  - a. Every failure requires a notification, which includes a single failure.
36. Requirements section 200.1 "...store collected video snapshots at 5 minute intervals." Are these the same Camera Image snapshots as previously mentioned, or is this a separate requirement to store video images?
  - a. These are the same snapshots.
37. Is the intention to store ALL video images which might be collected by the system, or only those images which may be related to traffic events?
  - a. The intent is to capture all images at 5 minute intervals.
38. How many video feeds/images will be made available to the system?
  - a. Around 300 video feeds will be implemented initially. Future phases will be required to expand in order to integrate additional video feeds/images.
39. Requirement 200.5 - 200.8 notes that "Future Data no source has been identified at this time." Assuming that the system is capable of collecting from other, future data sources, is expected that the cost of implementing such future data collection should be included in the response proposal, or would these costs be subject to future negotiation based on the unknown complexity of the data?
  1. Although the data sources have not been identified, the architecture of the system should be such that additional future data sources should be capable of being added and costs to integrate future data would be negotiated at that time.
40. Requirement 200.10 "System shall store still camera images for a minimum of ninety days." Is the intention to store ALL images which might be collected by the system, or only those images which may be related to traffic events?
  - a. 5 minute interval snap shots for all video location should be collect and stored for at least 90 days.

41. How many cameras are to be available to the system at any given time?
  - a. All of MoDOT and St. Charles County cameras, around 300 total at initial implementation. This will increase in future phases.
42. Requirement 200.13 "Log files on system "collection attempts" Is the requirement to keep these "collection attempts" in a separate log file, or can they simply be included in the log file for all system actions (Collect, Create, Distribute) for parsing at a later time if necessary?
  - a. In order to streamline troubleshooting efforts, a separate file for collection attempts is requested and should be easily accessible and sortable for the minimum seven years.
43. Requirements section 200.14 "... perform a full backup copy of the stored <???" once per week..." Are we correct to assume that this is in reference to the stored "data" on the system?
  - a. Yes
44. Requirements section 300.4 - 300.11. Regarding user accounts: Is the intention that a new user account can be created IN the system prior to the approval of an Admin?
  - a. To be determined during project development.
45. Will any user then be able to manage their own login and profile and have those changes applied PRIOR to approval from an Admin?
  - a. To be determined during project development.
46. Requirement 300.7 "Terms and Conditions..." Are Terms and Conditions to be managed in the data system?
  - a. To be determined during project development.
47. As such, is it expected that Admins or Managers from each agency should have access to change Terms and Conditions, but also questions/answers, etc.?
  - a. To be determined during project development.
48. Requirement 300.8 "Type of access... different data levels will be determined by agencies involved." Are the types of access (data levels) unique across the agencies, or will there be agreement to the names for each access type or level?
  - a. To be determined during project development.
49. In other words, is the expectation that one or more of these agencies will have different terms for their different levels of access?
  - a. To be determined during project development.
50. Requirements section 302.1 "... require a user to be authenticated before allowing..." What form of authentication is expected?
  - a. To be determined during project development.
51. Who shall administer this authentication?
  - a. To be determined during project development.

52. Requirements 303.1 "... monitoring roadway system and overall system performance." Please explain the meaning of "system performance". Is this the roadway system or the data management system?
- a. It is the roadway system.
53. Requirements section 500.1 - 500.8 System reporting. Is there a specific requirement for the format of monthly reports, i.e. CSV or other file format?
- a. To be determined during project development.
54. 4.1 P1 Is there a technical architecture in place that will allow integration/sharing between these entities (County, MODOT, EWG)?
- a. No, it will be the responsibility of the proposer to develop and implement a product that will interface with multiple data sources.
55. 4.1 P2 Have policy & regulation issues been checked/resolved for sharing of this type of data across county/state/NGO)?
- a. No
56. 4.1 P3 Has policy/regulations been checked/resolved for sharing of this type of data with 3rd parties?
- a. No, data sharing as originally envisioned is limited to public partners in the transportation and emergency responder communities.
57. 4.1 P4 For "procurement of technical resources/equipment" is the COUNTY required to perform a scored vendor selection? Are there regulations in place that preclude the PROPOSER from being involved with that scoring?
- a. Proposals will be evaluated on the information provided at the time of submittal and will be primarily based on the capabilities of the prime consultant. However, there will also be some consideration of any subconsultant's capabilities as part of the proposed team. If the DBE sub has a "pending" DBE certification, there is some risk that if the sub cannot complete their DBE certification in a timely manner then the team member would have to be changed to meet the DBE goal. This subconsultant change could materially impact the scoring.
58. 4.2 P13 Would the COUNTY accept a different parameters for training than outlined here? Our firm may determine that successful adoption of the system may require a timeline and method of delivery that vary from the requirement in this section.
- a. Please Submit a plan in your proposal and it will be considered in the evaluation.
59. 5 P2 Can the COUNTY define what they mean by "provide the COUNTY a formal work plan"? Is this expected from this RFP, or a deliverable after discovery of the current state?
- a. Section 11.4 describes Work Plan Items that need to be included in the proposal. The "Formal Work Plan" referenced in Section 5 refers to the successful bidder, not the proposal.
60. 5.1.1 p1 Will TMC consider project related information deliverables in timeframes that are more in line with an iterative, Agile approach?
- a. Submit the approach in your proposal and it will be consideration in our evaluation of the proposal.

61. 5.1.2 p1 Would the County consider a project discovery period with all Stakeholders involved before awarding the entire contract?
- a. No
62. 5.1.4 p1 Will the COUNTY and MoDOT consider an Agile delivery schedule?
- a. Submit the approach in your proposal and it will be consideration in our evaluation of the proposal.
63. 5.7 p1 Would the COUNTY consider an Agile project delivery approach to validate the data as the data warehouse is being built?
- a. Submit the approach in your proposal and it will be consideration in our evaluation of the proposal.
64. 5.2.1 p1 For each type of data: 1. what is the daily/weekly/monthly data consumption size? 2. For how long does the data need to be stored? 3. How often does it need to be accessible (real-time, batch, archived)?
- a. Other than information that is in the RFP these issues will be determined in project development in concert with the successful bidder.
65. 5.2.4 p1 How many users from each agency is expected? Is each Agency and User within each agency requiring specific security credentials/access permissions?
- a. Initial user count should be estimated as 50 users, however platform shall allow additional of future additional users on an as needed basis. The system architecture should allow the segregation of data that can be accessed on a permission basis that will be managed by the system administrator.
66. 5.3.1 p1 For "PROPOSER will establish the platform for the data warehouse" is the COUNTY required to perform a scored vendor selection? Are there regulations in place that preclude the PROPOSER from being involved with that scoring?
- a. The proposer is expected to provide and maintain the data warehouse system.
67. 5.3.2 p1 Does the COUNTY have a budget expectations for spending on data storage or is it an expectation of the PROPOSER to create a cost benefit analysis of storage options?
- a. Initially, all costs will be covered only by funds already allocated for this project. If selected, the proposer will create a cost benefit analysis of storage options as part of the project development.
68. 5.4.1 p1 Concerning "on a storage device"; is this a physical device? How is responsibility qualified for this device? What compliance issues exist for handling this device? Does this device have sensitive information, such as PII? Has this device been appropriately guarded against malicious sources?
- a. Device is anticipated to be cloud based. Other options can be proposed, but regardless of type of storage it will be provided and maintained by proposer or a provider selected by proposer.



69. 5.4.3 p1 How are approved vendors (i.e., platform, storage, etc.) formalized into this process to avoid unnecessary litigious scenarios?
- a. The proposer will be responsible for managing vendor and products that are utilized to develop the data sharing solution.
70. 5.5 p1 Is there a phase gate review to determine "established"? Are definitions of these sorts to be determined in the project plan between the PROPOSER and COUNTY, or does the COUNTY have predefined phase gates? The word "established" is mentioned in quite a few other sections, yet a mechanism to determine "established" is not outlined.
- a. These issues will be determined in project development subject to the concurrence of the project sponsors.
71. 5.6.1 p1 For "the PROPOSER is encouraged to request initial system testers from the partner agencies to gain feedback on design and performance", is there a mechanism in place at the partner agencies to ensure that the users will test the system upon request?
- a. The partner agencies in this project are MoDOT, St. Charles County and East-West Gateway. There should be no issue with cooperation.
72. 5.6.3 p1 Is there already existing documentation that outlines who should have access to what?
- a. No.
73. 5.8.1 p1 Would the COUNTY accept different parameters for training than outlined here? Our firm may determine that successful adoption of the system may require a timeline and method of delivery that varies from the requirements in this section.
- a. Submit a plan in your proposal and it will be considered in the evaluation.
74. 6.1 p1 Does the COUNTY have an expectation on how many licenses it will require for operations/access? How many users are expected? What is the expectation as the system scales?
- a. Initial user count should be estimated as 50 users, however platform shall allow additional of future additional users on an as needed basis. The system architecture should allow the segregation of data that can be accessed on a permission basis that will be managed by the system administrator.
75. 9 P1 Are the PROPOSERS expected to have a working prototype ready for review prior to selection?
- a. No
76. Will the COUNTY provide sample data to mitigate the unknowns of data and design assumptions and constraints, or will the COUNTY be satisfied with an agnostic solution?
- a. This data will be shared with shortlisted proposers

77. 10.2 P1 "For all of section 10: How is the COUNTY defining "successful completion"? Is there a mechanism the COUNTY deploys to ensure phase gates/milestones/sprints are iteratively approved? Is there a scoring sheet or other formality that the COUNTY provides to communicate "successful completion" to the PROPOSER? Is there a mechanism for the PROPOSER to confirm or challenge these assessments?
- a. On previous types of projects, this type of process has been completed by consultant/vendor submittal for final review. The submittal would be reviewed, and revisions requested or acceptance given via memo from the County.
78. Is the COUNTY open to proposals for alternative pricing structures differing from lump sum payment upon final completion?
- a. It could potentially be open to negotiation during the contract phase.
79. 10.9 P1 Does 50 users refer to administrators needing access to the system, or end users?
- a. Primarily end users.
80. Is the COUNTY open to edits to these requirements prior to and/or after more assumptions/constraints are known by the PROPOSER?
- a. Open to consideration if the edits achieve the specified end results.
81. Were these requirements generated from a study, user stories, or other materials that the PROPOSER would be able to have access to, in order to understand, and ultimately agree to, the ability of these requirements to be realized? (especially in context to the COUNTY's proposer cost model)
- a. The scenarios were used in order to provide the proposer with a examples of how the data will be used and communicated. Successful proposer will work with project sponsors to meet the specific needs of end users.
82. 100.1 How will the data feed be implemented? (e.g., – scheduled data extract, direct connection to backend database, connect through a rest API, etc.)
- a. To be determined in project development.
83. 100.2 see above
84. 100.3 see above
85. 100.4 see above
86. 100.5 see above
87. 100.6 see above
88. 100.7 see above
89. 100.8 see above
90. 100.9 see above
91. 101.1 see above
92. 101.2 see above
93. 101.3 see above
94. 101.4 see above
95. 101.5 see above

- 96. 200 What is the expected size of the video snap shots in megabytes?
  - a. TBD in project development.
- 97. 200.1 What is the expected size of still camera images in megabytes?
  - a. TBD in project development.
- 98. 500.1 What are the required file formats (ie – PDF, CSV, Excel, etc.)
  - a. TBD in project development.
- 99. 500.2 see above
- 100. 500.3 see above
- 101. 500.4 see above
- 102. 500.5 see above
- 103. 500.6 see above
- 104. 500.7 see above
- 105. 500.8 see above
- 106. 28 N/A P1 For pricing, is the expectation that the PROPOSER will give an analysis of the cost of platforms, storage, software licenses, etc., that will be incurred by the COUNTY separate from the PROPOSER’S fees? If so, would the COUNTY be interested in a separate proposal prior to this project to make such an assessment?
  - a. All costs will be covered only by funds already allocated for this project.
- 107. Section 1 Overview, Pg 2: In regards to “...normalizes the information into a consistent format; and supports archive and delivery of the information back to the contributing partners and other approved agencies...” Does the term “normalizes” refer to the standard database schema design practice of “data normalization” according to Codd/Date rules (such as 3<sup>rd</sup> normal form), or is this term merely referring to a generalized process of data rationalization across multiple disparate systems? Please note that most database technologies require the use of DE-normalized schemas to provide acceptable performance. We therefore need more depth to the definition of the term “normalizes” in this instance.
  - a. A “generalized process of data rationalization across multiple disparate systems” would be more accurate for this project.
- 108. Will the COUNTY consider non-binding proposals?
  - a. No
- 109. Will the COUNTY consider binary (win or lose it ALL and not parts) proposals?
  - a. No
- 110. What is the COUNTY's own estimate for both team size and project length for phase one?
  - a. We do not have an estimate. Determine based on what is needed to successfully complete the project.
- 111. Has the COUNTY conducted a nationwide search to see what similar systems may exist?
  - a. There has been some research into these types of systems.

112. Is the 24 month technology experience limit firm?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
113. Will the COUNTY consider constant testing instead of a timeboxed window?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
114. Will the COUNTY consider Agile project delivery in general?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
115. Will the COUNTY consider proposals that do not include a support element, whereby we train their team members to own the solution moving forward in lieu of us owning it?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
116. Will the COUNTY consider proposals without firm third-party (e.g., licensing) pricing?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
117. How well-versed is the COUNTY on cloud pricing models, i.e., that they are "pay-as-you-go?"
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
118. Is the COUNTY expecting cloud costs as part of the cost estimates?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.
119. Is the COUNTY open to Time & Materials work?
- a. All costs will be covered only by funds already allocated for this project. Contract negotiation could possible lead to a change in payment terms.
120. What is the COUNTY's "definition of done" for milestone-based work?
- a. On previous types of projects, this type of process has been completed by consultant/vendor submittal for final review. The submittal would be reviewed, and revisions requested, or acceptance given via memo from the County.
121. Can the COUNTY quantify event data requirements in phase one (e.g., concerts, sports, etc.)?
- a. A comprehensive list does not exist at this time. Proposer shall identify data sources to mine and identify as part of project development.

122. How firm is the SLA requirement for uptime? What are the penalties if it is not met?
- a. Please submit in your proposal how you would approach the project. Proposals will be considered and evaluated as submitted. It should be considered that all project costs must be covered by the fund allocated for the project.

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Proposers shall sign this Addendum as acknowledgment and return it with the bid.

**RFP ADDENDUM**

**Addendum #3 Dated August 13, 2019**

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We, the undersigned, acknowledge the receipt of the above addendum, as dated.

By:\_\_\_\_\_

Title:\_\_\_\_\_

Company:\_\_\_\_\_

Date:\_\_\_\_\_