



Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Web Site: www.purchasing.ri.gov

Date: 1/17/12

Addendum # 7449341A1

BID# 7449341

TITLE: PURCHASE AND INSTALLATION OF CIVIL RIGHTS SOFTWARE
INCLUDING SYSTEM MAINTENANCE AND SUPPORT TRAINING

*** PLEASE NOTE THAT THE SUBMISSION DEADLINE HAS BEEN CHANGED ***

THE REVISED SUBMISSION DEADLINE IS:

Wednesday, January 25, 2012 @ 10:30 A.M. (Eastern)

Minutes of Pre-Proposal Meeting held on January 10, 2012 and a courtesy copy of the Attendance Sheet also included for review.

Lisa Hill
Chief Buyer - DOT

A handwritten signature in black ink, appearing to read 'Lisa Hill', is written over the printed name and title.

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
RIDOT Addendum Notification

BID NO. 7449341

**PURCHASE AND INSTALLATION OF CIVIL RIGHTS SOFTWARE
INCLUDING SYSTEM MAINTENANCE AND SUPPORT TRAINING**

Per the issuance of Department of Transportation ADDENDUM # 7449341A1 the following changes are noted:

- **CLARIFICATION**

Attached responses 1 to 16 will clarify questions and comments discussed at the Pre-Proposal Meeting held on January 10, 2012.

- **ATTENDANCE SHEET**

Courtesy copy of Attendance Sheet from Pre-Proposal Meeting held on January 10, 2012.

- **REVISIONS**

- On page 3, the following statement should be included with the second bullet point:

*“Any Respondent who does **NOT** have a current Certificate of Authority for the firm **MUST** acknowledge non-compliance with this requirement and confirm in writing that, if selected for the project, they will expedite the acquisition of a Rhode Island Certificate of Authority **prior to award**. The letter of acknowledgement **MUST BE INCLUDED BEHIND THE FRONT PAGE OF EACH COPY OF THE PROPOSAL**.”*

- On page 7, the following statement under the **INTERVIEW/DEMONSTRATION** should read:

*“RIDOT will provide a 10-day notice to VENDORS including the time and location of presentation. All presentations will be limited to **one (1) hour** in duration, including questions.”*

The presentation will be limited to **two (2) hours**. Page 15 has the correct statement.

TO ALL RESPONDENTS:

RIDOT is seeking to establish a **performance based** contract with a qualified FIRM to provide RIDOT with an "off the shelf" Civil Rights software product with the capacity to capture and track contract information inclusive of prime and subcontractor payments, employee and minority utilization, as well as OJT documentation specific to each RIDOT construction contract.

Respondents are instructed to submit a **TECHNICAL PROPOSAL** ("Original" plus Eight (8) copies of each Proposal), along with **THREE (3) copies of a separately signed and sealed COST PROPOSAL**. The **TECHNICAL and COST PROPOSALS** should be either mailed or delivered in a sealed envelope marked **BID 7449341 – Purchase and Installation of Civil Rights Software Including System Maintenance and Support Training by January 20, 2012 no later than 11:30 A.M.**

The **TECHNICAL PROPOSAL** MUST be bound in a single volume and it is limited to 25 pages (or 13 double-sided) in length exclusive of "exhibits" which must also be tabbed and included in the bound submission. Proposal pages must be numbered in consecutive order and must contain a Table of Contents that cross references each requirement with specific pages in the submission.

The **TECHNICAL PROPOSAL** must be submitted in hard copy form and on a CD-ROM. The CD-ROM should be clearly labeled and included on the inside cover of **EACH TECHNICAL PROPOSAL**.

The **TECHNICAL PROPOSAL** will be evaluated based on the **SELECTION CRITERIA** defined on Page 8 of the RFP. **TECHNICAL and COST PROPOSALS** will be evaluated separately. **COST PROPOSALS** will remain sealed at the DOA until the technical scoring has been completed. Only those firms receiving qualifying technical scores of 50 POINTS or greater will advance to the cost evaluation phase. Firms which do not qualify will be eliminated from further consideration.

The firms which receive qualifying scores of 50 POINTS or greater will be notified of the scheduled date/time for a formal interview and demonstration. The presentation will be limited to **TWO (2) HOURS** in duration and must demonstrate specifics outlined in the RFP. Each firm will be responsible for all costs associated with the preparation, submission, travel, and execution of the work necessary for their presentation to RIDOT.

Detailed Cost Proposals will be capped at \$400,000.00 for total contract costs. The total contract term shall not exceed a total of FIVE (5) YEARS as defined in the RFP.

The **RIVIP BIDDER CERTIFICATION COVER FORM** must be completed, signed, and submitted along with the **TECHNICAL PROPOSAL**. The "**ORIGINAL**" **RIVIP FORM** should be clearly presented for Purchases review and a "**COPY**" of the **RIVIP FORM** should be included in **EACH TECHNICAL PROPOSAL**.

RIDOT requires that all Respondents complete and include the following forms in **EACH TECHNICAL PROPOSAL**:

- CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS
- DISCLOSURE OF LOBBYING ACTIVITIES
- CONFLICTS DISCLOSURE STATEMENT
- MANAGEMENT CERTIFICATION OF ACCOUNTING SYSTEM

The **W-9 FORM** is also required, but it should be submitted "**unbound**" for DOA review and acceptance. Copies of the W-9 FORM need **NOT** be included in each proposal.

The Q&A Forum will disable 5 calendar days prior to the due date for this RFP; therefore the closing date for this RFP is **MIDNIGHT on January 14, 2012**.

ADDENDUM # 7449341A1
RI Department of Transportation
January 17, 2012

1. Q – How many copies of the Technical Proposal and Cost Proposal are required?
A – An original and eight (8) copies of the Technical Proposal and three (3) copies of the cost proposal.
2. Q – Who is included in the interview and presentation?
A - Technical Proposals receiving scores of less than 50 POINTS out of the 80 eligible POINTS will NOT be scored for cost and will be disqualified. Only those firms with a technical score of 50 points or higher will be requested to provide a demonstration.
3. Q – Is RIDOT open to a premise based solution?
A – RIDOT is not against looking at hosting solutions.
4. Q – Does RIDOT want an automated interface between Oracle and the system?
A – No. This is not required due to security reasons.
5. Q – Does it matter if it is written in SQL server?
A – It can be SQL server as long as we can import and export to/from it.
6. Q – Will RIDOT provide a script for the presentation?
A – No. We want to see your product.
7. Q – If a DBE is used for this project, will RIDOT get credit?
A – Yes. While there is no DBE goal, we will still get credit if you are a DBE.
8. Q – What is the number of contracts and certifications to be placed in the system?
A – The estimated number of contracts is 500 and the estimated number of certifications is 1,000.
9. Q – Are site visits required for certification?
A – Yes.
10. Q – Do the sub-contractors need to acknowledge payments in the system?
A – Yes.
11. Q - What are the annual average number of contracts and the average value?
A – The average number of contracts is 60 – 70 a year. The value of a contract can range from \$30,000 to \$250,000,000.
12. Q – Do we anticipate opening this up to other state agencies?
A – Not at this time.

13. Q – How many firms are needed in the system?

A – Approximately 700 firms of which 100 – 150 are active at any time.

14. Q – How many internal users will need access to the system?

A - Approximately 40 - 50 users.

15. Q – Will RIDOT need assistance for vendor roll-out?

A – RIDOT will train the vendors.

16. Q – What previous contracts will need to be imported into the system?

A – The contracts from 2000 to the present will need to be exported from Oracle and imported into the system. RIDOT will do the extraction of the data from Oracle and the vendor will be responsible for the conversion into the system.

-END-

