



CATS + TORFP J02B9400034

Virtual Weigh Station Project Maintenance and System Preservation

Amendment #1 Issued: August 5, 2020

This Amendment is being issued to provide Pre-Proposal Conference information which includes the meeting agenda and sign-in sheet for the above-mentioned TORFP. All information contained herein is binding on all offerors who respond to this TORFP.

SEE ATTACHED INFORMATION:

- 1. Meeting Agenda**
- 2. Sign-In Sheets**

August 5, 2020

By: Ron Eshleman, Procurement Officer

Pre-Proposal Conference
TELECONFERENCE ONLY DUE TO CORONAVIRUS
TORFP: J02B9400034

Virtual Weigh Station Project Maintenance and System Preservation

Wednesday, August 5, 2020 @ 10:00 a.m. (EST)

Welcome to the Pre-Proposal conference for the Task Order Request for Proposals (TORFP) J02B9400034 for Virtual Weigh Station Project Maintenance and System Preservation. My name is Ron Eshleman and I am the Procurement Officer assigned to this TORFP. Please keep yourselves on mute during this conference unless you are speaking as this will reduce feedback and background noise. Also, please refrain from asking questions via the chat function as we do not have anyone to moderate the chat box.

I will be going over the Procurement part of this project. We will do our best to answer all questions regarding the scope of work, but strongly suggest all questions requiring an official answer be submitted in writing. No answers given at today's meeting will be considered binding or an amendment to the contract. Throughout this Pre-Proposal Conference, if you want a high-level response to any question you may have, I again ask that your questions be submitted to me, in writing via email.

- The main purpose of this pre-proposal conference is to review the procurement requirements, address concerns, provide clarifications, provide instructions pertaining to the solicitation and scope of work, and answer questions.
- This TORFP was advertised via email to all Master Contractors under Functional Area 8 on Thursday, July 16, 2020.
- Written **questions must be submitted to me at reshleman@mdot.maryland.gov**. The deadline for submission of questions is **Wednesday, August 12, 2020 at 10:00 am (EST)**.
- The Questions and Answers will be released via an Amendment as soon as possible after the Question due date.
- The Pre-proposal script and the sign-in sheet will be posted as an Amendment today or tomorrow.

- Changes to the scope of work or any response requirements will be published as an Amendment and supersede the original published documents per COMAR.
- The due date and time for proposal Submission is **Monday, August 31, 2020 at 2:00 P.M. Local Time**. Please see Section 5 of the TORFP for specific proposal submission information.
- As a reminder, the Technical Proposal submission along with all of the required Attachments and Appendices (listed under Section 7 of the TORFP), are to be delivered together, but in a separate email from the Financial Proposal.
- BOTH THE TECHNICAL AND FINANCIAL PROPOSALS WILL NEED TO BE PASSWORD PROTECTED, WITH DIFFERENT PASSWORDS FOR EACH.
- Please submit your offer in the format listed in section 5.4 of the TORFP, as this will help to ensure that you have submitted all requested information as well as assist the evaluation team to determine that all information has been received.
- Please be sure to send your proposals early enough to allow sufficient time for your submission to arrive timely in the Procurement Officers inbox. “The date and time of an e-mailed TORFP submission is determined by the date and time of arrival of all required files in the TO Procurement Officer’s e-mail inbox.”
- The State will award this project to One Master Contractor.
- You are required to provide the name/number of your point of contact to set up oral presentations or for correspondence.
- Please be sure to review Section 6 – Evaluation and Selection Process, and in particular Section 6.2, Task Order Technical Proposal Evaluation Criteria.

Reference Checks for Key Personnel and the Firm:

I cannot stress enough the importance of giving good references in your proposal for the Key Personnel and The Firm. Please provide a working e-mail address and phone number for each reference. It is the responsibility of each offeror to provide accurate and up to date information for the references. These references will be checked by the Procurement Officer and are ultimately part of the overall evaluation.

MBE & VSBE Participation:

- There is no Minority Business Enterprise (MBE) Goal for this project and no VSBE goal.
- Dave Czorapinski and Manoj Pansare will now go over the Scope of Work for this TORFP.

Questions?**Final Reminders:**

- It is your responsibility to update your company's information/account as necessary with DoIT. MDOT Procurement does not have the capability of updating contractor's information with DoIT.
- Any questions or concerns regarding your DoIT account should be directed to DoIT.
- Only the information communicated by the Procurement officer in writing shall be the official position of the MDOT. MDOT assumes no responsibility for information communicated by any other source.
- An Amendment will be sent out today or tomorrow with a copy of the Pre-Proposal Script and a list of all attendees who signed up for this teleconference. An Amendment with questions and answers will also be sent out once all questions are received and properly answered.

Thank you for taking the time to attend this Pre-Proposal Conference.

The End

**MARYLAND DEPARTMENT OF TRANSPORTATION
OFFICE OF PROCUREMENT
TORFP J02B9400034**

Vendors Requested to Attend Via Teleconference

TITLE: Virtual Weigh Station

DATE: Wednesday, August 5, 2020 at 10:00 am (EST)

[X] PRE PROPOSAL MEETING

Page / of /

COMPANY NAME	PRINTED NAME	PHONE NUMBER	E-MAIL ADDRESS	MBE	SBR	VSB
Technomax, LLC	Swati Patki	609-456-0186	swati@technomaxllc.com			
Technomax, LLC	Gautham Varansai	908-809-0109	gautham@technomaxllc.com			
Serigor	Ashley Boykin	443-449-0903	ashley.boykin@serigor.com	✓	✓	
Serigor	Rudra Prasad	443-449-0903	rprasad@serigor.com	✓	✓	
Nam Technologies, Inc	Kar Sista	678-341-5166	Kar@nam-tech.com			
Nam Technologies, Inc	Asha Seri	678-341-5166	asha@nam-tech.com			
Computer Consultants Int'l	Judy	800-493-2105	hr@cci-worldwide.com	✓		



CATS + TORFP J02B9400034

Virtual Weigh Station Project Maintenance and System Preservation

Amendment #2 Issued: August 12, 2020

This Amendment is being issued to provide changes to the TORFP and to answer questions for the above-mentioned TORFP. All information contained herein is binding on all offerors who respond to this TORFP.

Specific parts of the TORFP have been amended. The changes/additions are listed below; new language has been double underlined and marked in bold (ex. **new language**) and language deleted has been marked with a strikeout (ex. ~~language deleted~~).

Amend the TORFP Key Information Summary Sheet as follows:

**MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT)
KEY INFORMATION SUMMARY SHEET**

Solicitation Title:	Virtual Weigh Station Project Maintenance and System Preservation
Solicitation Number (TORFP#):	J02B9400034
Functional Area:	Functional Area 8 – Application Service Provider
TORFP Issue Date:	Thursday July 16, 2020
TORFP Issuing Office:	Maryland Department of Transportation State Highway Administration (MDOT SHA or the "Department")
Location:	7201 Corporate Center Drive Hanover MD 21076
TO Procurement Officer:	Ron Eshleman 7201 Corporate Center Drive Hanover, MD 21076
e-mail:	reshleman@mdot.maryland.gov
Office Phone:	410-865-1230
TO Manager:	Dave Czorapinski

	Chief, Motor Carrier Division Office of Traffic and Safety (OOTS-MCD) 7491 Connelley Drive, Hanover MD 21076 e-mail: dczorapinski@mdot.maryland.gov Office Phone: 410-582-5734
TO Proposals are to be sent to:	reshleman@mdot.maryland.gov
TO Pre-Proposal Conference:	Wednesday, August 5, 2020 at 10:00am EST Local Time Via the Web See Attachment A for instructions.
TO Proposals Due (Closing) Date and Time:	Monday, August 31, 2020 by 2:00PM EST Local Time <u>Tuesday, September 15, 2020 by 2:00PM EST Local Time</u> Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see Section 5).
MBE Subcontracting Goal:	No MBE Goal
VSBE Subcontracting Goal:	No VSBE Goal
Task Order Type:	Firm Fixed Price
Task Order Duration:	Five (5) years base period with zero (0) option periods, commencing from Notice To Proceed (NTP)
Primary Place of Performance:	State Highway Administration (SHA) Office of Traffic and Safety - Motor Carrier Division (OOTS – MCD) 7491 Connelley Drive, Hanover MD 21076
SBR Designation:	No
Federal Funding:	No
Questions Due Date and Time	Wednesday, August 12, 2020 at 10:00am EST Local Time

Amend the TORFP Section 4 as follows:

Section 4.16 Mercury and Products That Contain Mercury

All products or equipment provided pursuant to this solicitation shall be mercury-free products. The Offeror must submit a Mercury Affidavit in the form of Attachment K with its TO Proposal.

Amend the TORFP Section 7, Table 1 as follows:

TABLE 1: TORFP ATTACHMENTS AND APPENDICES

When to Submit	Label	Attachment Name
Before TO Proposal	A	Pre-Proposal Conference Response Form
With TO Proposal	B	TO Financial Proposal Instructions and Form
With TO Proposal	C	Bid/Proposal Affidavit Form
N/A	D	MDOT MBE Forms A and B Important: MDOT MBE Form E, if a waiver has been requested, is also required with TO Proposal
N/A	D	MDOT MBE Forms C and D
N/A	D	MBE Forms D-5 and D-6
N/A	E	Veteran-Owned Small Business Enterprise (VSBE) Form E-1
N/A	E	VSBE Forms E-2, E-3
With TO Proposal	F	Maryland Living Wage Requirements for Service Task Orders and Affidavit of Agreement
With TO Proposal	H	Conflict of Interest Affidavit and Disclosure
Five (5) Business Days after recommended award	I	Non-Disclosure Agreement (TO Contractor)
With TO Proposal	L	Location of the Performance of Services Disclosure
<u>With TO Proposal</u>	<u>K</u>	<u>Mercury Affidavit</u>
5 Business Days after recommended award	M	Task Order Agreement
Appendices		
n/a	1	Abbreviations and Definitions
With TO Proposal	2	Offeror Information Sheet
Prior to commencement of work	3	Criminal Background Check Affidavit
With TO Proposal	4	Labor Classification Personnel Resume Summary (Appendix 4A and 4B)
n/a	5	MDOT Information Security Plan
n/a	6	Maryland Virtual Weigh Station Locations

When to Submit	Label	Attachment Name
n/a	7	RITIS Virtual Weigh Station Interface Control Document
n/a	8	Virtual Weigh Station High Level Diagram
n/a	9	Virtual Weigh Station Concept of Operations
Additional Submissions		
5 Business Days after recommended award	--	Evidence of meeting insurance requirements (see Section 3.6); 1 copy
5 days after recommended award	--	Fully executed Escrow Agreement;

SEE ATTACHED INFORMATION:

- 1. Questions and Answers #1.**

August 12, 2020

By: Ron Eshleman, Procurement Officer II

J02B9400034, Virtual Weigh Station

Questions and Answers #1

Question 1: Does MDOT have any incumbent contractor(s) currently working, or who recently worked, on this project and if so, is the incumbent eligible to respond to this solicitation?

ANSWER 1: Yes, there is an incumbent working on the current contract and they are eligible to submit a proposal for this solicitation.

Question 2: TORFP Section 2.3.4, Page 14: Site enhancement shall consist of instrumenting US 213 northbound, single lane, Kent County, in the immediate vicinity of existing US 213 southbound VWS. Enhancement shall include image camera, infrared illuminator, required WIM sensors, associated WIM hardware, software, and loops, weigh in motion controller(s), and any required poles, conduits, and civil work, including maintenance of traffic. The site enhancement shall utilize the existing weigh in motion cabinet for instrumenting the northbound lane. The existing cabinet will not be sufficient for the additional hardware for the 2nd lane. We would recommend MDOT quotes for an additional cabinet and installation.

ANSWER 2: At all current locations, a single cabinet has been sufficient for dual lane installation. As such, this instrumentation (existing US 213 Southbound and proposed new US 213 Northbound) comprises of two lanes. The existing cabinet may be removed for no more than three weeks to retrofit Northbound equipment into the same cabinet. A second cabinet is not needed. Additional pullboxes may be installed if necessary for loop, sensor, and camera cables without any obstructions to existing infrastructure.

Question 3: TORFP Section 2.3.12, Page 17: All equipment, materials, labor, test plans, inventory lists, sensor and system calibration that are required during the maintenance period for the contract duration are the responsibility of the selected TO Contractor. The only exception for procurement is the monthly cellular subscription service cost, which is borne separately by the SHA through Verizon, the designated SHA cell service provider. All hardware and software procurements for ongoing maintenance shall comply with CATS+ Master Contract Section 2.2.1 Hardware (Equipment), Software and Data. The quantities of spares identified elsewhere will not support five years of sustainment. We recommend MDOT quotes a quantity of spares per year for items not identified in the sensor and loops replacement plans.

ANSWER 3: The selected TO contractor needs to maintain the required inventory of equipment spares based on past performance and predicted or unpredicted failures of equipment at each site, for both critical and non-critical service level requirements. MDOT cannot quote a required quantity of spares; the TO contractor shall need to determine spare quantities of equipment necessary to make each site operational in the required timeframe.

Question 4: TORFP Section 2.5.8, Page 21: Service Level Measurements Table (System Performance) Would MDOT please indicated the clock stop for repair time for Force Majeure events and delays specific to roadway work/availability?

ANSWER 4: We understand that delays may happen due to Force Majeure events and the like. Section 2.5.8 describes the standard problem response times. However, SHA can waive these response times and resolution requirements depending on the cause as indicated on Section 2.5.9.A.

Question 5: Would MDOT please confirm when bidders may expect to receive responses to the submitted questions?

ANSWER 5: The target date for responses to these questions is Wednesday August 12, 2020.

Question 6: Would MDOT please consider extending the submission deadline by two weeks to allow bidders enough time to receive and review the answers to all bidder questions, and therefore provide a fully compliant, responsive proposal?

ANSWER 6: Yes, the due date is now September 15, 2020. Please see Amendment #2.

Question 7: Is it permissible for bidders to submit any documents which are not available in Microsoft Office format (e.g., insurance documentation, certificates, etc.) in Adobe PDF format?

ANSWER 7: Yes.

Question 8: In order to minimize the final submission file size and, may we provide a URL link to lengthy documents--such as audited financial statements, which are several hundred pages--in lieu of submitting a full document?

ANSWER 8: Yes.

Question 9: Will MDOT allow signed MS Word forms be submitted in Adobe PDF format (i.e. scanned with signatures)? If not, would MDOT please confirm that electronic signatures are acceptable on MS Word documents?

ANSWER 9: No, MS Word forms cannot be submitted in Adobe pdf format. Electronic signatures are acceptable for MS Word documents.

Question 10: May bidders number the pages by major section (i.e., A-1, B-1)?

ANSWER 10: The numbering format of the response should correspond to the section of the TORFP pertaining to that section. For example, the response for Section 2.2 should be

titled as such and for each additional section. The goal is to have a clear and concise response to the TORFP requirements. The reviewer of the TO Proposal should not have to search in multiple areas to find information.

Question 11: May bidders exclude each of the following document types from the sequential numbering requirement? a) signed forms, b) attachments, and c) tables of contents.

ANSWER 11: Yes.

Question 12: TORFP 5.4.2.H states “TO Technical Proposal” for redaction. However, 5.2.5.B.3 states the Financial Proposal can be redacted. Would MDOT please confirm if the Financial Proposal can also be redacted?

ANSWER 12: Yes, also following Sections 5.3.5.B.1 and 5.3.5.B.2.

Question 13: Does MDOT prefer that we provide completed Appendix 4B documents in proposal section D.4 Key Personnel References ONLY for “Key Personnel” (the Project Manager), and then provide Appendix 4B documents for all other Personnel in proposal section D.2 Proposed Resource Documentation? Kindly clarify.

ANSWER 13: The three (3) references requested in Appendix 4B are only for the one (1) Key Personnel (Project Manager).

Question 14: In TORFP section 1.1 Offeror Minimum Qualifications, subsection 1.1.1 and 1.1.2, the requirements indicate offers must demonstrate experience within the past 3 years. However, the evaluation criteria in TORFP section 6.2 Technical Proposal Evaluation Criteria, subsection 6.2.4, indicates that “Past performance will be evaluated for relevancy (similar size and scope), recency (within the past five (5) years), and performance feedback (reference checks).”

Would MDOT please clarify the years of experience requirements?

ANSWER 14: Section 6.2.4 pertains to the past performance of your firm. See Section 5.4.2.F.1 and 5.4.2.F.2. for clarification. This past performance is unrelated to the Minimum Qualifications required experience but may be used to satisfy both the Minimum Qualifications (Sections 1.1.1 & 1.1.2) and requirements of Sections 5.4.2.F.1 and 5.4.2.F.2.

Question 15: The TORFP section 6.5 indicates that all documents, attestations and appendices in Table 1 – Section 7 are post-award requirements. However, 5.4.2.I.1. Additional Submissions, these are indicated as required with our proposal submission.

Would MDOT please clarify if we must provide the Table 1 – Section 7 items with our proposal submission or if we would provide them if selected as the contractor?

ANSWER 15: The only forms required with the TO Proposal are indicated in the far-left column of Section 7, Table 1 (When to Submit) column.

Question 16: Is Attachment K Mercury Affidavit required to be submitted with our proposal? It is included in the TORFP document but it is not listed as required in Section 7, Table 1.

ANSWER 16: Yes, Attachment K – Mercury Affidavit is required to be submitted with the proposal. Please See Amendment #2.