

CHECKLIST TO DESIGNATE AREAS OF EVALUATION FOR REQUESTS FOR PROPOSAL (RFP)

MDOT PROJECT MANAGER			JOB NUMBER (JN)	CONTROL SECTION (CS)
DESCRIPTION				
MDOT PROJECT MANAGER: Check all items to be included in RFP WHITE = REQUIRED GRAY SHADING = OPTIONAL			CONSULTANT: Provide only checked items below in proposal	
Check the appropriate Tier in the box below				
TIER I (\$25,000-\$99,999)	TIER II (\$100,000-\$250,000)	TIER III (>\$250,000)		
			Understanding of Service	
			<i>Innovations</i>	
			<i>Safety Program</i>	
N/A			Organizational Chart	
			Qualifications of Team	
			Past Performance	
Not required As part of Official RFP	Not required As part of Official RFP		Quality Assurance/Quality Control	
			Location: The percentage of work performed in Michigan will be used for all selections unless the project is for on-site inspection or survey activities, then location should be scored using the distance from the consultant office to the on-site inspection or survey activity.	
N/A	N/A		Presentation	
N/A	N/A		Technical Proposal (if Presentation is required)	
3 pages (MDOT Forms not counted) (No Resumes)	7 pages (MDOT Forms not counted)	19 pages (MDOT Forms not counted)	Total maximum pages for RFP not including key personnel resumes	

The Michigan Department of Transportation (MDOT) is seeking professional services for the project contained in the attached scope of services.

If your firm is interested in providing services, please indicate your interest by submitting a Proposal, Proposal/Bid Sheet or Bid Sheet as indicated below. The documents must be submitted in accordance with the latest "Consultant/Vendor Selection Guidelines for Service Contracts" and "Guideline for Completing a Low Bid Sheet(s)", if a low bid is involved as part of the selection process. **Referenced Guidelines are available on MDOT's website under Doing Business > Vendor/Consultant Services > Vendor/Consultant Selections.**

RFP SPECIFIC INFORMATION

BUREAU OF HIGHWAYS

BUREAU OF TRANSPORTATION PLANNING **

OTHER

THE SERVICE WAS POSTED ON THE ANTICIPATED QUARTERLY REQUESTS FOR PROPOSALS

NO

YES

DATED _____

THROUGH _____

Prequalified Services – See page ___ of the attached Scope of Services for required Prequalification Classifications.

Non-Prequalified Services - If selected, the vendor must make sure that current financial information, including labor rates, overhead computations, and financial statements, if overhead is not audited, is on file with MDOT's Office of Commission Audits. This information must be on file for the prime vendor and all sub vendors so that the contract will not be delayed. **(Form 5100J Required with Proposal)**

Qualifications Based Selection – Use Consultant/Vendor Selection Guidelines

For all Qualifications Based Selections, the section team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected vendor will be contacted to confirm capacity. Upon confirmation, that firm will be asked to prepare a priced proposal. Negotiations will be conducted with the firm selected.

****For RFP's that originate in Bureau of Transportation Planning only**, a priced proposal must be submitted at the same time as, but separate from, the proposal. Submit directly to the Contract Administrator/Selection Specialist, Bureau of Transportation Planning (see address list, page 2). The priced proposal must be submitted in a sealed envelope, clearly marked "**PRICE PROPOSAL.**" The vendor's name and return address **MUST** be on the front of the envelope. The priced proposal will only be opened for the highest scoring proposal. Unopened priced proposals will be returned to the unselected vendor(s). Failure to comply with this procedure may result in your priced proposal being opened erroneously by the mail room.

For a cost plus fixed fee contract, the selected vendor must have a cost accounting system to support a cost plus fixed fee contract. This type of system has a job-order cost accounting system for the recording and accumulation of costs incurred under its contracts. Each project is assigned a job number so that costs may be segregated and accumulated in the vendor's job-order accounting system.

Qualifications Review / Low Bid - Use Consultant/Vendor Selection Guidelines. See Bid Sheet Instructions for additional information.

For Qualification Review/Low Bid selections, the selection team will review the proposals submitted and post the date of the bid opening on the MDOT website. The notification will be posted at least two business days prior to the bid opening. Only bids from vendors that meet proposal requirements will be opened. The vendor with the lowest bid will be selected. The selected vendor may be contacted to confirm capacity.

Best Value - Use Consultant/Vendor Selection Guidelines. See Bid Sheet Instructions below for additional information. The bid amount is a component of the total proposal score, not the determining factor of the selection.

Low Bid (no qualifications review required - no proposal required.) See Bid Sheet Instructions below for additional instructions.

BID SHEET INSTRUCTIONS

A bid sheet(s) must be submitted in accordance with the "Guideline for Completing a Low Bid Sheet(s)" (available on MDOT's website). The Bid Sheet(s) is located at the end of the Scope of Services. Submit bid sheet(s) separate from the proposal, to the address indicated below. The bid sheet(s) must be submitted in a sealed manila envelope, clearly marked "**SEALED BID.**" The vendor's name and return address **MUST** be on the front of the envelope. Failure to comply with this procedure may result in your bid being opened erroneously by the mail room and the bid being rejected from consideration.

PROPOSAL SUBMITTAL INFORMATION

REQUIRED NUMBER OF COPIES FOR PROJECT MANAGER	PROPOSAL/BID DUE DATE	TIME DUE
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PROPOSAL AND BID SHEET MAILING ADDRESSES

Mail the multiple proposal bundle to the MDOT Project Manager or Other indicated below.

MDOT Project Manager

MDOT Other

Mail one additional stapled copy of the proposal to the Lansing Office indicated below.

Lansing Regular Mail	OR	Lansing Overnight Mail
Secretary, Contract Services Div - B470 Michigan Department of Transportation PO Box 30050 Lansing, MI 48909		Secretary, Contract Services Div - B470 Michigan Department of Transportation 425 W. Ottawa Lansing, MI 48933
Contract Administrator/Selection Specialist Bureau of Transportation Planning B470 Michigan Department of Transportation PO Box 30050 Lansing, MI 48909		Contract Administrator/Selection Specialist Bureau of Transportation Planning B470 Michigan Department of Transportation 425 W. Ottawa Lansing, MI 48933

GENERAL INFORMATION

Any questions relative to the scope of services must be submitted by e-mail to the MDOT Project Manager. Questions must be received by the Project Manager at least four (4) working days prior to the due date and time specified above. All questions and answers will be placed on the MDOT website as soon as possible after receipt of the questions, and at least three (3) days prior to the RFP due date deadline. The names of vendors submitting questions will not be disclosed.

MDOT is an equal opportunity employer and MDOT DBE firms are encouraged to apply. The participating DBE firm, as currently certified by MDOT’s Office of Equal Opportunity, shall be listed in the Proposal

MDOT FORMS REQUIRED AS PART OF PROPOSAL SUBMISSION

5100D – Request for Proposal Cover Sheet

5100J - Consultant Data and Signature Sheet (Required only for Non-Prequalified Work)

(These forms are not included in the proposal maximum page count.)

Michigan Department of Transportation

SCOPE OF SERVICE FOR DESIGN SERVICES MITS Network Services Revised 7/26/2011

CONTROL SECTION: 84917

JOB NUMBER: 107608 C

PROJECT LOCATION: Michigan Intelligent Service Center (MITS)

DESCRIPTION OF WORK: This scope is to provide Solarwinds software and three (3) servers at the MITS Center, communication links from MITS to Grand Rapids TMC, Bay Region, Southwest Region, University Region, North Region, and Superior Region.

The consultant will be responsible to scope the project, refine locations of equipment, develop communication diagrams to 100% complete, provide necessary device information and configurations statewide, and develop functional requirements for the system to be monitored statewide by Solarwinds. This project consists of all work related to design, construction, configuration, testing and acceptance of the project. The system which shall include all communications infrastructure needed for Solarwinds to reside at MITS and have connectivity to the other regions devices statewide. The information and configurations for all the devices and system statewide will be the responsibility of the Consultant. These shall be obtained through site and field visits and will not be provided to the Consultant.

PRIMARY PREQUALIFICATION CLASSIFICATION:

None

SECONDARY PREQUALIFICATION CLASSIFICATION:

None

ANTICIPATED START DATE: August 11, 2011

ANTICIPATED COMPLETION DATE: December 31, 2014

MDOT PROJECT MANAGER: Michele Mueller
Michigan Department of Transportation
Metro Region Office
18101 W. Nine Mile Road
Southfield, MI 48075
Email: muellerm2@michigan.gov
Tel: (248)-483-5133
Fax: (248)-569-3103

DBE REQUIREMENT: 0%

The Consultant shall contact the Project Manager prior to beginning any work on the project.

QUESTIONS:

All questions from firms concerning the RFP shall be submitted in writing to the MDOT Project Administrator no later than 12:00 pm EST on July 19, 2011. All questions shall be submitted in writing either via fax or email to the project manager. The answers to all questions will be posted to the Contract Services Division web site, where the RFP was posted

MDOT will not respond to telephone inquiries or visitation by bidders or their representatives. All questions are to be put in writing and must be submitted by the United States Postal Service or other commercial delivery service, or electronically and sent as an attachment in MS Word 2002 or Rich Text Format (RTF). Answers to questions will be prepared and made available on the MDOT website. The answers to the questions will supercede the original issue pertaining to the question(s) of the RFP.

ORAL PRESENTATIONS:

Responders who submit proposals may be required to make oral presentations of their proposals to MDOT. These presentations provide an opportunity for the consultants to clarify the proposals through mutual understanding. MDOT will schedule these presentations, if required.

QUALIFICATIONS:

The consultant will need to have substantial ITS maintenance, installation and configuration background and experience. The consultant shall have substantial experience on their team for solarwinds software and installation. The consultant shall have substantial knowledge of the MDOT ITS system(s) in the State of Michigan. The consultant should be prepared to demonstrate their background and experience. This will be a major part of the selection for this RFP.

BACKGROUND INFORMATION:

The Michigan Department of Transportation (MDOT) continues to lead the State of Michigan in transportation technology. In an effort to provide a high quality service the current ITS system needs to be maintained and new facilities need to be incorporated

The Consultant shall furnish all services and labor necessary to conduct and complete the services described herein. The Consultant shall also furnish all materials, equipment, supplies, and incidentals necessary to perform the Services (other than those designated in writing to be furnished by the Department), and check and/or test the materials, equipment, supplies, and incidentals as necessary in carrying out this work. The Services shall be performed to the satisfaction of the Department consistent with applicable professional standards.

The Services described herein are financed with public funds. The Consultant shall comply with all applicable Federal and State laws, rules, and regulations. The Consultant shall perform field operations in accordance with MIOSHA regulations and accepted safety practices. The consultant staff shall conduct themselves with professionalism in carrying out their duties.

The Consultant will notify the Project Manager, in writing, prior to any personnel changes from those specified in the Consultant's original approved proposal. Any personnel substitutions are subject to review and approval of the Project Manager.

At the request of the Department, the Consultant, during the progress of the Services, shall furnish information or data relating to the Services described herein that may be required by the Department to enable it to carry out or to proceed with related phases of the Project not described herein, or which may be necessary to enable the Department to furnish information to the Consultant upon which to proceed with further Services.

All materials submitted in response to this RFP become the property of MDOT, proposals and supporting materials will not be returned to consultants. MDOT reserves the right to reject any or all proposals.

CONSULTANT RESPONSIBILITIES:

This project shall utilize equipment and facilities already in the project locations to the maximum extent possible.

Work shall conform to current MDOT, FHWA, and AASHTO practices, guidelines, policies, and standards (i.e., Road Design Manual, Standard Plans, Roadside Design Guide, A Policy on Geometric Design of Highways and Streets, Michigan Manual of Uniform Traffic Control Devices, etc.). Work shall also conform to the applicable specifications and Federal guidelines with regard to placing underground and overhead communications devices, such as those specified herein.

Complete design, configuration, installation and testing of this project including, but not limited to the following:

- Provide Communications Design for the project. Show schematics of connections from MITS to the other regions throughout the state without using the State Network as a communication path. The Communications shall all take place on the opposite side of the firewall as the state networks. This design shall include a response plan identifying who will be notified, how will the notification be handled in all instances including failures, how will these be logged, will there be automatic email notification, how often will reports be pulled and reviewed for notifications and monitoring that the procedures were followed.
- The Consultant must have a qualified representative from Solarwinds on site at the time of installation and set up of the software. The Consultant will be required to

have Solarwinds on their team to handle any issues/concerns and to provide resolution.

- Provide Solarwinds software statewide license upgrade with unlimited number of IP addresses. Software shall be in the State of Michigan – MITS name and shall be the property of MDOT. See information below for Solarwinds software MDOT currently owns and what is needed for the upgrades and maintenance renewals.
- Provide full access to Solarwinds to MDOT staff as required statewide.
- Consultant will be required to do site and field visits to get configurations and equipment information for Solarwinds installation and set up. The information will not be provided and must be obtained by the Consultant.
- Consultant will be required to provide information to MDOT for three servers (one SQL, one NPM and one NCM) which will be used for Solarwinds software, and storage of information from the system, so that MDOT can procure these servers through an existing state contract. The Consultant will not be able to stipulate a brand, only requirements to insure the system will work.
- The Consultant will be required to maintain the three servers (one SQL, one NPM and one NCM server) for a 1 ½ year period. This shall include all maintenance, anti virus software, upgrades, clearing of unneeded data/information and anything else involved with the maintenance and performance of the three servers. These servers will be located at MITS and will be the property of MDOT.
- The Consultant shall be responsible for hosting, installation, set up, maintenance and configuration of the servers.
- The Consultant shall be responsible for obtaining, set up, configuration and costs for any additional circuits needed to connect to the other regions statewide.
- The Consultant shall be responsible for any necessary field upgrades to integrate the field devices with Solarwinds, including anything with an IP address, anything for monitoring (cabinets, shelters, strobes, all alarms from shelters or sites, fences etc). This will include but not be limited to any upgrades needed at hubs and nodes, MITS, WMTOC, STOC etc.
- The Consultant shall provide 3 months of additional support from Solarwinds which shall include service from 8-5pm / 5 days a week after acceptance of the system.
- The Consultant shall provide 1 ½ years of support, fixes, patches, repairs Solarwinds, SQL Server, SQL DBA, and the monitoring network. This shall be all inclusive for 1 ½ years including any labor, materials, support etc. No additional payment will be made.
- The Consultant must contract with current MDOT ITS Maintenance Contractor to upgrade the firewall that currently resides at the MITS Center and to put in a firewall and anti virus software at BWB facility. The current firewall at MITS has a lot of existing equipment configurations on it for the current network that cannot be lost or taken down during the upgrade. There is also remote VPN clients that need to be considered on that firewall so this will be required that the Consultant hire the current MDOT ITS maintenance contractor to do this work. **THE COST TO DO**

THIS WORK IS A LINE ITEM ON THE BID SHEET WITH THE AMOUNT IT WILL COST THE CONSULTANT TO HIRE THE MITS MAINTENANCE CONTRACTOR TO COMPLETE THIS WORK. THIS WILL PROVIDE A CONSTANT COST FOR ALL OF THOSE PROPOSING ON THE PROJECT. PLEASE INCLUDE THIS DOLLAR AMOUNT ON THE BID SHEET IN YOUR FINAL PRICE AT THE BOTTOM OF THE BID SHEET.

- The Consultant shall be responsible to move all of the existing Solarwinds equipment, perform any necessary reconfigurations, set up etc to the new Rosa Parks facility once the MITS operations center staff move to the new facility. This shall include everything from hardware, software, licenses, field configurations, hardware configurations, etc to decommission everything at the existing MITS facility and relocate, recommission, reconfigure back to full tested working order to monitor the ITS system statewide.
- The Consultant shall be responsible to move all the existing MITS inventory of hardware, components etc from the spare parts inventory and relocate it to the new Rosa Parks facility where it shall be placed in a defined order in the Tech Room located on the 2nd floor of the building. The Consultant shall provide the MDOT Project Manager with a plan to move all of the equipment, the location and system to which it will be placed in the Tech Room at the Rosa Parks facility. This move shall include the c-can storage containers in the current MITS parking lot. It shall include going through everything in the c-cans, recycling what isn't of use anymore but can be recycled through the MDOT contract, inventory and take anything that can be auctioned by the State of Michigan to the designated location as directed by the Project Manager, dispose of everything else that is not useable, can't be recycled and can't be auctioned off. This shall include any and all costs associated with these tasks. This shall include all inclusively everything that is currently in the MITS inventory. This shall include reorganization of the inventory and put in an agreed upon location and storage format in the new building. The Consultant shall work with MDOT Project Manager, MITS Manager, and MITS Maintenance Contractor etc to determine what the storage format will be.
- The consultant shall provide sixteen (16) Barco Streaming Video Cards (4 channel) and a 24 x 24 Stereo Audio Switch to be used for the existing video wall at the Rosa Parks Facility. This shall include installation, programming and integration of them into the video wall system and shall be coordinated with the current MITS Interior Fit Up Project.
- The Consultant shall coordinate the facilitation of new layouts for the Barco Video Wall that can be used with the additional video cubes in the operating system. This shall be for six (6) additional layouts. This task shall include everything necessary for the layouts to be useable in the MITS Operations Center and shall be fully compatible.

- The Consultant shall provide four (4) adjustable, metal, rust resistant stands to hold monitors from 32” screen to 48” screen.
- The consultant will develop component and acceptance tests and work with MDOT to perform all tests. The Consultant shall provide an ATP and supply that to the MDOT Project Manager prior to any work starting.
- Project Coordination for integration of ITS projects into the new MITS Center and into Solarwinds for network monitoring. Consultant shall estimate 920 hours of staff time for a qualified technician to do this work.
- Provide project coordination for integration of partner agencies to MITS and Solarwinds for network monitoring connection abilities. Consultant shall estimate 500 hours of staff time for a qualified technician to do this work.
- The Consultant representative shall record and submit type-written minutes for all project related meetings to the MDOT Project Manager within two days of the meeting. The Consultant shall also distribute the minutes to all meeting attendees.
- Attend any project-related meetings as directed by the MDOT Project Manager.
- The MDOT Project Manager shall be the official MDOT contact person for the Consultant and shall be made aware of all communications regarding this project. The Consultant must either address or send a copy of all correspondence to the MDOT Project Manager. This includes all Subcontractor correspondence and verbal contact records.
- The Consultant shall contact the MDOT Project Manager whenever discoveries or design alternatives have the potential to require changes in the scope, limits, quantities, costs, or right-of-way of the project.
- The MDOT Project Manager shall be the official MDOT contact person for the Consultant and shall be made aware of all communications regarding this project. The Consultant must either address or send a copy of all correspondence to the MDOT Project Manager. This includes all Subcontractor correspondence and verbal contact records.
- All plans, special provisions, estimates, and other project related items shall meet all MDOT requirements and detailing practices (i.e., format, materials, symbols, patterns, and layout) or as otherwise directed by the Project Manager.
- All plans, specifications, and other project related items are subject to review and approval by MDOT.

MDOT RESPONSIBILITIES (GENERAL):

- Schedule and/or conduct the following:
 - Project related meetings.
- MDOT Currently owns the following
 - NPM – Orion Network Performance Monitor SL2000 – License with 1st year maintenance (up to 2000 elements) – **Consultant to Provide** upgraded to SLX (unlimited elements) and 1 year Maintenance renewals to cover the 1 ½ year of service.
 - NTA – NetFlow Traffic Analyzer Module for Orion NPM SL2000 – License with 1 year maintenance – **Consultant to Provide** upgrade to SLX (unlimited elements) and 1 year maintenance renewals to cover the 1 ½ years of service.
 - NCM – Orion Network Configuration Manager – DL500 license with 1st year maintenance (up to 500 nodes) - **Consultant to Provide** 1 year maintenance renewals to cover 1 ½ years of service.
 - IPAM – Orion IP Address Manager IP4000 license with 1st year maintenance (up to 4096 IP's) – **Consultant to Provide** 1 year maintenance renewals to cover 1 ½ years of service.
 - (3) Engineers Toolset License with 1st year maintenance - **Consultant to Provide** 1 year maintenance renewals to cover 1 ½ years of service

DELIVERABLES:

As built plans which include locations, configurations, logins, passwords, warranties, etc for all hardware/software.

Notification procedures and plan

Implementation plan and quality control plan

SCHEDULE:

Achievement of the project milestones will require a concentrated effort by both the consultant and MDOT. Timely communications, receipt of information, and development and approval of deliverables will be critical to the success of the assigned deliverables.

The schedule will be determined on a task by task basis as set forth in each task.

The start date for the consultant services will be immediately upon notice to proceed (NTP). The duration of the services will be at the discretion of MDOT project manager.

The Consultant shall provide at the kick off meeting a detailed schedule of target dates for each step of the design.

PROJECT MANAGEMENT:

This project will require close interaction and good communication between the consultant and MDOT.

If there are any major deviations from the original scope of this assignment, these changes must be documented and jointly approved by the consultant and MDOT.

The selected consultant shall provide all necessary project management services, including monthly and quarterly progress reports, developing and maintaining a project schedule, and providing invoices in a timely manner.

Consultants should provide a description of their management team for this project and list all key personnel responsible for the deliveries of this RFP.

STATUS REPORTS/ MEETINGS:

There will be periodic, regular meetings between MDOT representatives and the selected consultant to review work product, and to communicate progress, issues, ideas, and expectations.

The selected consultant shall provide copies of all project reports, correspondence, meeting announcements, and meeting minutes which shall be delivered by email to the MDOT Manager. The consultant shall provide the minutes of all meetings attended. These shall be distributed by email to the MDOT Project Manager.

WEEKLY PROGRESS REPORT

The Consultant Project Manager shall submit a weekly project progress report to Michele Mueller, Project Manager. The weekly progress report shall include status of the design for each corridor. The schedule supplied at the kick off meeting shall be updated with completed and future key dates. If the schedule is showing the contract behind schedule the consultant shall provide a detailed method to insuring the completion date will be met.

PROJECT DOCUMENTATION:

All documentation and reports shall be delivered in the current version of Microsoft Word being used by MDOT. All documentation delivered shall be clear, concise, complete, and in compliance with standards required by the MDOT Project Manager.

CONSULTANT PAYMENT – Loaded Hourly Rate:

Compensation for this project shall be on a **loaded hourly rate** basis. **The loaded Hourly rate is not to exceed the lump sum proposed in the bid sheet.** This basis of payment typically includes an estimate of labor hours by classification or employee, and a “loaded” rate which includes an hourly labor rate, applied overhead, and fixed fee by classification or employee. In addition, other direct costs and subconsultant costs may be proposed and authorized, if necessary.

All billings for services must be directed to the Department and follow the current guidelines. The latest copy of the "Professional Engineering Service Reimbursement Guidelines for Bureau

of Highways" is available on MDOT's website. This document contains instructions and forms that must be followed and used for billing. Payment may be delayed or decreased if the instructions are not followed.

Payment to the Consultant for services rendered shall not exceed the maximum amount unless an increase is approved in accordance with the contract with the Consultant. Typically, billings must be submitted within 60 days after the completion of services for the current billing. The final billing must be received within 60 days of the completion of services. Refer to your contract for your specific contract terms.

Direct expenses, if applicable, will not be paid in excess of that allowed by the Department for its own employees in accordance with the State of Michigan's Standardized Travel Regulations. Supporting documentation must be submitted with the billing for all eligible expenses on the project in accordance with the Reimbursement Guidelines. The only hours that will be considered allowable charges for this contract are those that are directly attributable to the activities of this project.

MITS NETWORK SERVICES **SCORING POINT ASSIGNMENT**

1. PROJECT APPROACH (30 Points)

1.1. Project Management Approach.

- 5 pts: Thoroughly explained project specific management approach above expectations, custom tailored for this project.
- 2 pts: Adequately explained project management approach meets minimum expectations, well explained approach for all projects.
- 1 pts: Generic project management approach meets minimum expectations, not related to the project or subcontractors.

1.2. Project Communication.

- 5 pts: Thoroughly explained project communication plan tailored to the project, above expectations.
- 2 pts: Adequately explained project communication plan, meets minimum expectations.
- 1 pts: Generic project communication plan, meets minimum expectations.

1.3. Project Plan Approach and Thoroughness.

- 10 pts: Thoroughly explained project specific project plan and approach, tailored for this project.
- 7 pts: Adequately explained project specific project plan and approach, tailored for this project.
- 5 pts: Generic project approach meets minimum expectations.

1.4. Quality Assurance and Quality Control.

- 5 pts: Thoroughly explained QA/QC procedures relating to contractor and subcontractor deliverables/products, relates specifically to this project.
- 2 pts: Adequately explained QA/QC procedures relating to contractor and subcontractor deliverables/products, general approach for projects.
- 1 pts: Generic project QA/QC procedures, meets minimum expectations, not related to the project or subcontractors.

2. PROPOSER QUALIFICATIONS (40 points)

2.1.1. Project Manager and Task Leaders (each qualifications area)

- 10 pts: Task leaders show minimum of three (3) directly related service projects

- 7 pts: Task leaders show minimum of one to two (1-2) directly related service projects
- 3 pts: Task leaders show no directly related service projects.

2.1.2. Communications Systems and ITS Device Qualifications.

- 10 pts: Staff presented for this work exceeds the minimum requirements and exhibit solid direct experience in the areas of work to be performed.
- 7 pts: Staff presented for this work meets the minimum requirements and exhibit experience in the areas of work to be performed.
- 3 pts: Staff presented for this work do not meet the minimum requirements

2.1.3. Solarwinds Qualifications.

- 10 pts: Staff presented for this work exceeds the minimum requirements and exhibit solid direct experience in the areas of work to be performed.
- 7 pts: Staff presented for this work meets the minimum requirements and exhibit experience in the areas of work to be performed.
- 3 pts: Staff presented for this work do not meet the minimum requirements

2.1.4. ITS Configuration, Hosting and Set Up Qualifications.

- 10 pts: Staff presented for this work exceeds the minimum requirements and exhibit solid direct experience in the areas of work to be performed.
- 7 pts: Staff presented for this work meets the minimum requirements and exhibit experience in the areas of work to be performed.
- 3 pts: Staff presented for this work do not meet the minimum requirements

3. PAST PERFORMANCE (20 points)

- 20 pts: Designated five (5) or more successfully completed projects, that are relevant to the anticipated scope of work for this project.**
- 15 pts: Designated three to four (3-4) successfully completed projects, that are relevant to the anticipated scope of work for this project.**
- 10 pts: Designated one to two (1-2) successfully completed projects, that are relevant to the anticipated scope of work for this project.**

** Successfully completed projects will be defined through reference checks by review team.

4. LOCATION (5 points)

- 95-100% 5 points
- 80-94% 4 points
- 50-79% 3 points
- 25-49% 2 points
- 10-24% 1 point
- Less than 10% 0 points

5. PRICE (40 points)

Points applied on a linear basis abide by the following example: Three proposals are received. The lowest cost proposal is \$1. The highest cost proposal is \$5. The third proposal received is \$2. The low (\$1) proposal receives 40 points. The high (\$5) proposal receives 8 points. The \$2 proposal receives 20 points. The points are calculated using the following equation:

$[\text{low bid} / \text{bid}] \times 40 = \text{Points, or}$

$[1 / 2] \times 40 = 20$

$[1 / 5] \times 40 = 8$

6. EVALUATION CRITERIA

Proposals will be scored using the following criteria. The selected proposal will be the one considered to represent the best value to MDOT based on the technical and cost proposals, i.e., the best combination of score and price.

Criterion Maximum Points

	Maximum Points
<u>Technical Proposal</u>	
1. Project Approach	25 pts
▪ Project Management Approach	
▪ Project Communication	
▪ Quality Assurance / Quality Control	
2. Proposer Qualifications	40 pts.
▪ Communications Systems Qualifications	
▪ Audio / Video Qualifications	
▪ Electrical Qualifications	
3. Past Performance	20 pts
4. Location	5 pts
<u>Proposal Price*</u>	40 pts
Total	130 pts

JN 107608A - Bid Sheet			
Description	MITS and Statewide Network Monitoring System		
Control Section			
Job Number	107608A		
<p>NOTE: Bid sheet developed for purposes of understanding the bid pricing structure developed by the Proposer. Bids shall be inclusive of items required to provide fully functioning systems as defined in the RFP and attached plans/special provisions. No Exceptions will be accepted at the time of bidding that may hinder the progress of the project or exclude items as indicated in the original plans and special provisions.</p>			
GENERAL			
ITEM OF WORK	BID UNIT	BID AMOUNT	
1 Project Management	LS	\$	
2 Quality Assurance / Control	LS	\$	
ITEM OF WORK	BID UNIT	BID AMOUNT	
3 Solarwinds and all associated costs	LS	\$	
4 SQL Server and all associated costs	LS	\$	
5 NPM Server and all associated costs	LS	\$	
6 NCM Server and all associated costs	LS	\$	
7 Circuit costs for connections and all other associated costs	LS	\$	
8 Field Upgrades and all other associated costs	LS	\$	
9 Relocation of all solarwinds to new MITS bldg and all associated costs	LS	\$	
10 Set up / Configuration / Testing of solarwinds at new building	LS	\$	
11 Relocation / and Clean Up Inventory to new MITS bldg and associated costs	LS	\$	
12 16 Barco Streaming Video Cards (4 channel) and all associated costs	LS	\$	
13 24 x 24 Stereo Audio Switch and all associated costs	LS	\$	
14 Barco Video Wall Layouts and all associated costs	LS	\$	
15 4 Adjustable stands and all associated costs	LS	\$	
16 Component and Acceptance Testing	LS	\$	
17 Project Coordination and Integration for other projects - 920 Hours	LS	\$	
18 Project Coordination and Integration of partner agencies - 500 Hours	LS	\$	
19 Software upgrades and all other associated costs	LS	\$	
20 Misc Items	LS	\$	
21 Firewall Upgrades to be done by MDOT MITS Maint Contract	DLR	\$17,000.00	
Total		\$	