

Onboard Monitoring System for Commercial Vehicles
Field Operational Study Assistance
Pre-proposal Conference Questions and Answers.

All Q&A's will be posted on the RFP site. <http://www.ita.vt.edu/OBMS-RFP.html>

At the beginning of the meeting ITA went through the process of responding to the RFP.

Closing date and time is 3:00 P.M. ET on Friday, October 17th.

1)

Q. Should we e-mail the electronic copy of the submission?

A. No, please include it in your sealed submission with the printed original and printed copies on a CD or DVD.

2)

Q. What happens after the RFP due date.

A. The Selection Committee will review all submissions. They may have follow-up questions prior to selecting offerors for negotiations. The Committee will evaluate the responses using the Selection Criteria noted in VII.A. Percentages will be posted prior to closing on October 17th. They will follow the process noted in Section VII.B. They may also require an Oral Presentation as noted in Section VI.A.3. The final contract will be a document using the Standard Contract form with an example included as Attachment B. The process may take several months.

3)

Q. It appears that the timeline data collection period is 18 months, but elsewhere it discusses a 12 month data collection period. Which is it? Is each individual unit expected to capture 12 months of data?

A. We want 12 months of data collection, for each unit, over an 18 month time period.

4)

Q. On page 21, Task 3.3 Conduct Readiness Assessment is noted at six months after award. Task 5.2, Install OBMS and DAS Systems is noted at 7 months after award. Does this give one month for installation of all units or is a rolling start possible if we have 18 months?

A. A rolling start is permissible.

5)

Q. Are the dates in the schedule on page 21 start dates or end dates?

A. End dates.

6)

Q. Page 4, Section V.C. states that the Technology Vendor must be prepared to deliver all services upon contract award. What does this mean?

A. The selected Technology Vendor must be able to meet all commitments and timelines outlined in the contract.

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7)

Q. In Section VI.A.1 the Opening Date and Hour, is this the time that the RFP is due.

A. Yes.

8)

Q. On Page 5, Section VI.B.2 you are requesting four (4) recent references. If you are a new company or are working to deliver this system but have never delivered it before do we leave this blank or provide a letter that explains that we do not have references in hand at this point?

A. Given that this procurement is part of a research project, we realize that respondents may not have provided an OBMS for commercial vehicles per our requirements. Please provide references for any projects that may be similar or related. If you don't have four, please indicate that.

9)

Q. Page 9 Item 11, Proposal Prices. We would normally propose a price for the unit and a monthly fee for the rest of the service components. Is this acceptable or do we need to boil it down into a firm unit fixed fee assuming 12 months usage?

A. This is acceptable, but we would like firm unit prices.

10)

Q. Is this a sale of the units? Will you consider leases or monthly rentals?

A. Please include alternatives if you have them, such as leases.

11)

Q. What about deinstallation and reinstallation costs.

A. Include these in your cost proposal.

12)

Q. Does ownership of data belong to Virginia Tech? If so, there are potential conflicts with the fleets wanting to own their own data for liability reasons? Can there be joint ownership?

A. Ownership of the naturalistic, continuous data belongs to Virginia Tech and the project sponsor. Ownership of the commercial (event) data can be jointly owned by the fleets, the independent evaluator, Virginia Tech, and the project sponsor.

13)

Q. Page 9, Item 14 Certification Testing and Acceptance. How does this map to timeline? Does this imply that there is a single payment?

A. No you may propose a payment structure as part of your proposal. If for example one of the milestones is delivery of the units, we would want to make sure that they passed this test before authorizing payment.

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14)

Q. If we fall short on a technical requirement, should we describe that and how we fall short?

A. Yes, and include an alternative if you have one. It's always better to include more than less.

15)

Q. Page 17, Task 2.1 Develop Data Storage, Transfer and Retrieval Solutions. Do I as the Technology Vendor need to propose an IT solution to put on-site at the Independent Evaluator? Do we need to include hardware at their site?

A. You will need to work with the Independent Evaluator to ensure they can transfer, retrieve, and store the commercial (event) data. You will have to support them with hardware/software specifications so they have the tools in place to evaluate your system. Do not include in your budget hardware for the Independent Evaluator's site.

16)

Q. Page 18, Task 5.3 Conduct Training Sessions. Many carriers have their own method for rolling out this information. Since this is our responsibility as the Technology Vendor to bring them in do we have some flexibility on how this is delivered and rolled out? We are operating within their working model. We can't mandate that we need all your guys for half a day all at one place at one time. Can we have some flexibility on how to deliver it, whether we can have it in one session or more, over a period of time?

A. Yes, you can work with the fleets on this and have flexibility on how it is delivered.

17)

Q. Page 18, Tasks 5.3.1-5.3.3 Baseline Training, Driver Training and Carrier Management Training. Are these separate tasks that need to be done at different times? What flexibility will we have in being able to work with the carriers?

A. Baseline training, driver training, and carrier management training would be separate efforts and could be done at different times. It is understood that it will require flexibility on your part in working with the drivers and managers.

18)

Q. There is not a specified delivery schedule for the units. Can we phase these deliveries to the fleets so the units are not just sitting there waiting? Does this relate to the 12 month and 18 month issue?

A. Yes, these can be phased in. Essentially, you have an 18 months window to collect 12 months of data.

19)

Q. Page 4, Section VI.2.c Is it acceptable to take the outline to build the response?

A. Yes.

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20)

Q. Pricing on the research tasks noted in Attachment D, specifically the labor that gets performed by the Technology Vendor. Do these need to get broken down by section or bid as one cost?

A. Providing a bid per task is preferred.

21)

Q. Who makes up the committee?

A. The committee is comprised of the project Principal Investigator, Co-PI, and a representative from the sponsor.

22)

Q. I didn't see a line item for travel.

A. Please make sure that if you anticipate travel expenses include those in your proposals. Travel expenses are subject to state guidelines posted at:
http://www.doa.virginia.gov/Admin_Services/CAPP/CAPP_Topics/20335.pdf.

Reminder: Questions will be accepted until October 10th at 5:00. This way we can get responses posted in a timeframe that will allow respondents to take these answers into account

Reminder: All communications are formal until a contract is completed. That means all communications between Virginia Tech and potential and actual respondents should be directed to the Information Technology Acquisitions department.