

State of Connecticut  
Department of Transportation

Request for Information (RFI #08ITZ0012)  
Pre-construction and Construction Contract  
Information Management Software

**AMENDMENT # 1**

provides the following:

- Provides the Vendor Question and Answer document
- Extends the Response Due Date to February 28, 2008 @2:00 pm (EST)

Note: A signature line has been included below. A copy of this page signed in ink is required with the Proposal to show that vendors have received this Amendment.

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**VENDOR'S SIGNATURE ACKNOWLEDGING RECEIPT**

(This page should be signed and returned WITH PROPOSAL. If vendor fails to submit signed Amendment, vendor will still be responsible for adhering to its content)

APPROVED:\_\_\_\_\_

JACQUELINE SHIRLEY  
DIRECTOR  
IT CONTRACTS AND PURCHASING DIVISION

RFI #08ITZ0012  
Vendor Questions and Answers

1. Q. Were any outside vendors involved in the development of the RFI? If so, please identify.  
A. No
2. Q. Is this a new procurement or a re-compete?  
A. This is not a procurement at all, it is a request for information.
3. Q. Are there other COTS products already licensed that are under consideration?  
A. No
4. Q. What is the expected scale of the system in full deployment?  
A. Potential user count including potential subcontractors 300 – 400 users across the state
5. Q. Will the system be deployed at CT government data center and hardware?  
A. Yes
6. Q. Please clarify in Section 3, “If a suite meets most requirements a custom module joint venture may be considered”  
A. If a solution meets 90% of our specifics, the State might consider jointly developing the the 10% that is missing.
7. Q. If a vendor has a customer that is the Los Angeles Metro Transit Authority. Does that qualify as a DOT reference?  
A. Yes
8. Q. Does DOT plan on maintaining existing projects on the current system or a complete cutover?  
A. Complete Cutover.
9. Q. Does CONNDOT’s existing SiteManager, BAMS/DSS, and Estimator-based solution already have an Imaging, Document Management, or Enterprise Content Management (ECM) component for managing content related to pre-construction and construction contracts?  
A. No
10. Q. Does CONNDOT utilize any other Imaging, Document Management, or ECM technology in other parts of the organization?  
A. Currently, DOT is in a pre-deployment stage of implementing Bentley’s ProjectWise for engineering content.
11. Q. Does CONNDOT have any plans to standardize on an ECM platform for all imaging, document and content management, records management, or web content management functionality?  
A. Yes.
12. Q. Besides SiteManager, BAMS/DSS, and Estimator, are there any other software solutions and/or programs utilized by CONNDOT to manage the 30-40 highway projects annually?  
A. No
13. Q. Further, what software solutions and/or programs are utilized to manage the other construction projects for which CONNDOT has responsibility?  
A. SiteManager and spreadsheets.
14. Q. If CONNDOT chooses to subsequently release a Request for Proposal (RFP) related to this opportunity, what is the expected timeframe of such release?  
A. 2 months from RFI closure
15. Q. If an RFP is released, will only those firms that responded to this RFI be eligible to submit an RFP response?  
A. No

16. Q. Section 4.1.6.g - What is the meaning of "Project Controls"?
- A. Inspection requirements, Sampling plans, etc.
17. Q. Is ConnDOT using any of the Materials functionality of SiteManager?
- A. Yes
18. Q. If so, please describe to what extent?
- A. All materials testing results are reported in SiteManager, from major roadways to the annual repaving projects.
19. Q. In section 3 "Background" the final paragraph states that the system "should be deployable to the Internet with built-in strategic import and export capabilities." Section 4.1.2. appears to open the door to systems that are not web-enabled. What does ConnDOT mean by "deployable to the Internet", and what are the "strategic import and export capabilities" they envision?
- A. If a system utilizes an installed the client, the installed client needs to be deployable by a web-based application sharing agent, OR key components such as Materials Testing must have read access to the Internet and allow files to upload into the system for non-CONNDOT personnel to send/retrieve information.
20. Q. Section 4.1.6.a.viii. What are/is "Funding Source Aware"?
- A. Many of DOT's projects have Federal participation by at least 1 Federal Agency, as well as 1 or 2 bond fund sources. Some items are not eligible for Federal Participation, and some must be paid for by the town in advance. There must be a way to indicate that at the item level in a contract.
21. Q. Section 4.1.6.i., j., and l. What are "Delay Analysis", "Incident Management", and "Maintenance Orders"?
- A. Delay Analysis warns of items which are not on time that will impact the overall schedule of the project and possibly impact other aspects of the project as well. Incident Management helps to track any outside force occurrence that might impact schedule or cost; i.e. a fire or a mudslide. Maintenance Orders allow a micro-budget allocation. A specific group of items can be associated to a Work Order, which is issued to a project or simply to an individual. Charges for labor and items may be recorded.
22. Q. Section 4.1.6.m. Asset Management is a substantive work element and it could be inclusive of Maintenance Management or distinct. What is ConnDOT envisioning as the scope of Asset Management requirements under this RFI?
- A. DOT sees this as inclusive of Maintenance Management and Work Orders. DOT is not looking for Asset Management in terms of strategic analysis or even financial management.
23. Q. Section 4.2. "Transition".
- A. A standard, high-level estimate of transition flow and costs is sufficient for this item.
24. Q. Section 4.1.6.vi. "DBE Requirements" is mentioned in the RFI; further detail on the scope of these requirements would be useful. Are there any requirements for management of EEO, Labor, OJT, etc?
- A. Essentially, just being able to track if a subcontractor or contractor is a DBE or SBE, so that percentages can be reported is fine.
25. Q. Is ConnDOT using any terminal services software – like Citrix - currently to deploy SiteManager?
- A. Yes, terminal services.
26. Q. Section 4.1.14. The notification of "various events" is mentioned in this requirement. What types of events is ConnDOT referencing in this requirement?
- A. DOT would like a "dashboard" like feature, where project managers or their directors can be notified of ad hoc project events.

STATE OF CONNECTICUT

RFI-#08ITZ0012

Department of Transportation

Request for Information

For

Pre-construction and Construction Contract  
Information Management Software

**Issue Date:**

January 24, 2008

**Question Deadline Date:**

February 7, 2008, @ 3:00 P.M. EST

**Response Deadline:**

February 28, 2008, @ 2:00 P.M. EST

**Issued by:**

Department of Information Technology on Behalf of Department of Transportation  
101 East River Drive  
East Hartford, CT 06108

1	REQUIREMENTS AND DEADLINES FOR QUESTIONS AND RESPONSES .....	3
2	RESPONSES TO RFI .....	3
2.1	Scope of RFI .....	3
2.2	Quality of Responses.....	3
2.3	Product and Service Availability .....	4
3	BACKGROUND.....	4
4	INFORMATION REQUIRED .....	4
4.1	Pre-Construction and Construction Information Management System .....	4
4.2	Transition .....	6
4.3	References: Existing Customers.....	6
5	DISCLAIMERS .....	7
6.	FREEDOM OF INFORMATION ACT.....	7

## **1 REQUIREMENTS AND DEADLINES FOR QUESTIONS AND RESPONSES**

This Request for Information (RFI) outlines the information being solicited from vendors and includes guidelines for content and format of responses. From this RFI's issuance date of January 24, 2008, vendors choosing to respond will have **two weeks** to respond with questions and **four weeks** to submit their completed written responses. Responses must be submitted no later than 2:00 pm EST on February 28, 2008.

All questions must be in written form, submitted using electronic mail and addressed to

[katherine.trudeau@po.state.ct.us](mailto:katherine.trudeau@po.state.ct.us)

Written questions must be submitted no later than 3:00 pm EST on February 7, 2008.

Late responses may or may not be considered, and the Department of Information Technology will determine this. The postal address for RFI responses is:

Katherine Trudeau  
State of Connecticut  
Department of Transportation  
P.O. Box 317546  
Newington, CT 06131-7546

Parties desiring to respond to this RFI must do so in writing, providing one original and four complete copies of the submitted response. Please include an electronic copy with the original and each of the written copies. Responses will be reviewed by the agency and, depending on the results of that review, additional information or product/service demonstrations may be requested. No contract will result directly from this RFI. Following the review of submitted information, the Connecticut Department of Transportation (CONNDOT) will determine the best course of action. This RFI process is intended to help the CONNDOT research a variety of available services so that the CONNDOT can determine the best strategy for the State.

## **2 RESPONSES TO RFI**

### **2.1 Scope of RFI**

Responses to this RFI will be used by the State to gather company, service and availability information from vendors with capability of providing comprehensive, enterprise-wide pre-construction and construction contract information management application software. No contract will result directly from the RFI process. The responses to this RFI will be used to determine whether an RFP should be issued.

### **2.2 Quality of Responses**

Well-organized and concise responses are encouraged in order to facilitate the State's assessment. Responses must follow the same order as this RFI document and utilize the same section numbering system.

### **2.3 Product and Service Availability**

The State expects that the system and services described in response to this request for information are generally available as of the date that responses are due. Responders must explain any exceptions.

## **3 BACKGROUND**

CONNDOT currently utilizes American Association of State Highways and Transportation Officials (AASHTO) SiteManger (version 3.5a running on Oracle 9.2), BAMS/DSS (Version 5.0c) and Estimator (version 1.8a) to manage between 30-40 highway projects annually. CONNDOT also manages several other construction project types including, public transportation, airports, and seaports; CONNDOT also administers 10-15 municipal construction projects annually.

The objective(s) of this RFI include identifying upgrades to the current products or replacement of the products. The identification of additional products and product capabilities that support the automation and integration of the transportation project life-cycle from planning and estimate to award, and management of all aspects of project execution to final payments is also required. Support for CONNDOT's full range of construction project types is also an objective of the RFI.

CONNDOT prefers an integrated suite, versus standalone solutions that require custom integration. If a suite meets most requirements a custom module joint venture may be considered. The suite or system should be deployable to the Internet with built-in strategic import and export capabilities.

## **4 INFORMATION REQUIRED**

Each of the following paragraphs in this section should be acknowledged and answered. Thorough answers that address all points are anticipated. Responses should clearly address both transition and ongoing issues.

### **4.1 Pre-Construction and Construction Information Management System**

Responses to this RFI must include the following information relative to an integrated, comprehensive Pre-Construction and Construction Information Management System.

1. Describe the overall functionality of the Product, including basic software architecture (i.e. modular, configurable, expandable)
2. Identify whether the system is web-enabled, client-based or both.
3. Describe the Database and Hardware requirements, including any required add-on features or functions.
4. Describe the archival options (type and duration) of the project details, project summary, and the process for retrieval. Highlight ease of use.
5. Describe remote-access capabilities for prospective bidders, awarded contracts, contractor personnel, field personnel, test labs and management.
6. Required Functionalities:

- a. Construction Management
    - i. Site Inspection
    - ii. Payment Estimates
    - iii. Contractor Payments
    - iv. Materials Management
    - v. Materials Testing and Inspection (Lab reports)
    - vi. DBE Requirements
    - vii. Change Order Management
    - viii. Funding Source Aware
  - b. Project Definition
  - c. CPM Scheduling
  - d. Proposal/Estimates/Specifications/Contract Document Development
    - i. Advertising and Award Workflow Management
    - ii. Industry accepted standard import and export tools for transfer of item and quantity data
    - iii. Electronic Bid Processing
  - e. Bid Analysis (Decision Support)
    - i. Collusion detection
    - ii. Vendor and Market Analysis
    - iii. Contract Analysis
  - f. Contract Management
  - g. Project Documentation and Project Controls
  - h. Interface with Primavera
  - i. Delay Analysis
  - j. Incident Management
  - k. Contract Closeout
  - l. Maintenance Orders and Project Work Orders
  - m. Asset Management (Building, Road Segment level)
7. Detailed description of system security with hierarchical representation of security levels for both user/groups and functions.
8. Overview of any off-hours processing requirements and potential system down time requirements.
9. Identify and describe the various reports available including both delivered and ad hoc reporting abilities. Specify if these are online, print-out and if export to excel, xml or some other formats is possible.



10. Describe the system administrative functions.
11. Identify the hours available for customer and technical support.
12. Identify any formal vehicles for customers to submit and share info on product deficiencies and proposed enhancements.
13. Identify any forums/user groups that you organize or participate in, on behalf of your products.
14. Describe the capability of the system to notify users, technical support staff or consultant resources of various events. Specify level of configuration available to these features.
15. Describe the recommended network infrastructure.
16. Identify how often the system has equipment/software updates and upgrades. Describe a typical update process.
17. Provide any other information which may assist CONNDOT and DOIT in understanding your system.

## **4.2 Transition**

Respondents should describe how an upgrade or transition to their service and support equipment would be accomplished. Provide a transition plan from the existing service and equipment to the service and equipment described in this RFI. It is the intent of CONNDOT to minimize or eliminate disruption of service, therefore, identifying system downtime, limitations, or interruptions during the installation and implementation process is required. A sample schedule of time required for new installation, network installation, training, cut over and testing of the system should be included.

1. Overview of time and resources required for existing modules to upgrade to current versions or to transition to new system modules.
2. Identify standard personnel, consultant, and any other human resources required for a typical installation.
3. Describe the system's normal implementation cycle.
4. Describe a typical training program for implementers, Subject Matter Experts (SME) and end-users.

## **4.3 References: Existing Customers**

The respondent should provide at least three references similar in size to the State of Connecticut who are currently utilizing the described service. Please include at least one Department of Transportation. For each reference, provide:

- ▶ The reference organization's name
- ▶ Contact person name
- ▶ Address
- ▶ Telephone number
- ▶ Electronic mail address

- ▶ A brief description of the software used by the reference.

## 5 DISCLAIMERS

The Department is asking for responses to this RFI for informational purposes only and will not be obligated in any way to use any of the information received. Vendors responding to this RFI will not be compensated in any way. Also, responding to this RFI will not enhance any vendor's chances of receiving future work from the State. Similarly, not responding to this RFI will not be a detriment to any vendor when competing for future work.

**All RFI responses submitted by vendors will become the property of the State of Connecticut.**

## 6. FREEDOM OF INFORMATION ACT

Due regard will be given for the protection of proprietary information contained in all proposals received; however, vendors should be aware that all materials associated with the procurement are subject to the terms of the Freedom of Information Act (FOIA) and all rules, regulations and interpretations resulting there from. It will not be sufficient for vendors to merely state in general terms that the proposal is proprietary in nature and, therefore, not subject to release to third parties. Any proposal that makes such a general or overarching claim may be subject to disqualification. **Those particular sentences, paragraphs, pages or sections which a vendor believes to be exempt from disclosure under the Act must be specifically identified as such.**