



Questions and Answers to the RFP

DATE: October 17, 2023

Reference: RFP# 01-000-23-0002
Commodity/Title: Project Management Information Software (PMIS)
Issue Date: 10/02/2023
Proposal Due: **11/01/2023 (by 2:00 PM EST)**

TO ALL OFFERORS:

This document informs Offerors as to the questions/answers that were submitted to VPRA in regard to the open RFP.

NOTE: **Offerors must acknowledge receipt of this document in writing within the RFP Cover Page (FORM PD 07) at time of proposal submittal.**

Very truly yours,

A handwritten signature in black ink that reads "Jason Lofgreen".

Jason Lofgreen
804.750.5680

VPRA received the following questions electronically:

Question #1: What is the estimated number of internal and external users you anticipate using the selected system?

Answer #1: 50 to 60 Internal and 30 over time external to support all our projects into the future.

Question #2: Does VPRA have a budget set aside for this work and committed funding?

Answer #2: Yes, VPRA has budget and funding for this effort.

Question #3: Can you tell us which software vendors have provided demonstrations to VPRA? If so, what software has been demonstrated?

Answer #3: None for PMIS. This RFP will be awarded solely on the basis of the proposals received, the interviews, and demonstrations that occur during the evaluation phase of this RFP.

Question #4: Does VPRA only want to contract with the software vendor for software licensing and implementation services or is VPRA open to contracting with a software vendor and an implementation consultant. Would VPRA be open to contracting with the implementation consultant for software licensing and implementation services?

Answer #4: VPRA is seeking a solution that meets our needs as set forth in the RFP and the Functional & Technical Requirements. We are open to hearing the best solution. We do not intend to do a separate solicitation to obtain a software license.

Question #5: Will this implementation be on or offsite?

Answer #5: VPRA anticipates a combination of on and offsite implementation.

Question #6: What is the annual construction volume/Spend?

Answer #6: Annual spend on capital projects was \$44M in FY23.

Question #7: What is the Annual Construction volume/spending outlook for the next 5 years?

Answer #7: VPRA anticipates the annual spend on capital projects to increase significantly in the next five years, ranging from \$350M to \$900M annually.

Question #8: What is the current PMIS system being used?

Answer #8: None.

Question #9: Will data need to be migrated from the current PMIS system?

Answer #9: Data will not be migrated from a existing PMIS, but project and program documents will need to be migrated from various other sources.

Question #10: If migration is needed, can VPRA provide the file types and amount of data?

Answer #10: Data will not be migrated. Project and program documents will need to be migrated from various other sources.

Question #11: What is the name of the Enterprise Asset Management system being used?

Answer #11: None at this time.

Question #12: What is the name of the Construction Management Solution being used?

Answer #12: None at this time.

Question #13: What is the name of the Cost Estimating solution being used?

Answer #13: None at this time.

Question #14: As a PM/CM firm, would our company be precluded from bidding design and construction projects for VPRA if we were awarded this contract?

Answer #14: Every conflict of interest analysis is based on specific facts. We cannot answer a general inquiry. If a firm is awarded this contract and then would like to be involved in another VPRA project, a request for a conflict of interest determination would need to be submitted in accordance with the VPRA Conflict of Interest policy, which is available on our web site.

Question #15: What type of information/documents (Project Information, Payments, Invoices, Budgets, Contracts etc.) will need to flow between the Project management solution and Microsoft Dynamics 365?

Answer #15: VPRA anticipates that key financial information will flow between the systems, such as include Invoices, Budgets, Purchase Orders and other information as deemed necessary through the PMIS implementation effort.

Question #16: What are the Enterprise Asset Management solutions the VPRA would like to integrate into the new project management Solution? What direction will the data flow? What type of information/documents will need to flow between the two?

Answer #16: VPRA does not have Enterprise Asset Management system, but intends to deploy one at a future date.

Question #17: What are the Construction Management solutions the VPRA would like to integrate into the new project management Solution? What direction will the data flow? What type of information/documents will need to flow between the two?

Answer #17: Here is a short listing of some of the information required to be held in the PMIS System and be available if needed by internal and external approved reviewers:

For each Project all Project related correspondence, all contract documents and agreements with Contractors working for stakeholders like CSX, VRE, NS, Amtrak, Buckingham Branch in support of our Projects, VPRA contractors, suppliers, all design drawings and documents, all Basis of Design Reports, All daily Safety reports and Safety actions, all change orders, all Field Design Changes, all Daily Reports from the contractors and VPRA, all Non-Conformance Reports, all schedules and schedule updates, all presentations made to the Board or any other agency/Municipality, all quality reports, all Quality Program records and audit records, etc.

For the overall Program, we will need all agreements between VPRA and all the service providers like CSX, Amtrak, NS, VRE, Buckingham Branch, All Program Management Plans, all safety plans and quality plans, all correspondence between parties relative to the overall VPRA Program, board reports and history, etc.

Question #18: What are the Geospatial solutions the VPRA would like to integrate into the new project management Solution? What direction will the data flow? What type of information/documents will need to flow between the two?

Answer #18: VPRA utilizes ESRI ArcGIS software to conduct project planning and analysis, using outside data sources. VPRA does not manage geodatabases but uses data from partners and vendors to conduct spatial analysis, inform field operations, craft maps, inform project teams and executives. Data will mostly flow into VPRA, with teams drafting products based on the data received. Ideally Geospatial data will inform internal/external project dashboards displaying a variety of information related to our project management and construction programs, but we are open to additional solutions

Question #19: What is the Cost Estimating Management solutions the VPRA would like to integrate into the new project management Solution? What direction will the data flow? What type of information/documents will need to flow between the two?

Answer #19: VPRA does not have Cost Estimating solution currently in place, but intends to deploy one at a future date.

Question #20: What is the VPRA's preferred method of hosting?

Answer #20: Cloud hosting is preferred. VPRA is seeking a solution that meets our needs as set forth in the RFP and the Functional & Technical Requirements. We are open to hearing the best hosting solution.

Question #21: From the Functional Requirements section: B.2. The solution must consist of industry-standard protocols supported for exchanging data and integration.” Are there specific industry standard protocols you are looking for? The term industry standard in this case can refer to a variety of different criteria.

Answer #21: The industry standards for state agencies are the COV controls and standards SEC501. https://www.vita.virginia.gov/media/vitavirginiagov/it-governance/psgs/pdf/SEC530_Information_Security_Standard.pdf

Question #22: From the Functional Requirements section: M.6. The solution must automatically generate periodic status reports with the indication of changes made during the period.” Are there examples of the status reports available? What changes would you like to see indicated?

Answer #22: Changes in cost and schedule for any Projects.

Question #23: Per the SwaM requirement, how does the Authority suggest a software vendor that does its own implementation and professional services meet the requirements?

Answer #23: Interested Proposers are encouraged to review Sections 7 and 12 of the RFP.

Question #24: Per the Federal 508 or W3C accessibility guidelines, how does the Authority suggest responding to this if our software does not meet those guidelines?

Answer #24: We cannot propose answers to interested proposers. However, as with all requirements, explain how you meet the requirements, how you plan to meet the requirements in the future, and offer reasons for not meeting the requirements.

Question #25: Are vendors permitted to provide their own contracts or redlines to the provided contract for consideration?

Answer #25: For any exceptions or variations to the terms and conditions of the RFP Documents, Offerors shall refer to Appendix 1 (PD 20).

Question #26: For licensing proposal purposes, what is the estimated annual construction spend

you intend to manage on the selected system over the next 3 years?

Answer #26: VPRA anticipates the annual spend on capital projects to increase significantly in the next three years, ranging from \$350M to \$600M annually.

Question #27: From a system security perspective, is it required that the solution be FedRAMP or StateRAMP authorized?

Answer #27: A SOC2, Type 2 would be done and then review and map it to SEC530.

End of questions