



**STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION**

**REQUEST FOR INFORMATION  
FOR  
ELECTRONIC CONSTRUCTION PLAN COLLABORATION AND STORAGE**

**RFI # 40100-50919  
July 29, 2022**

**1. STATEMENT OF PURPOSE:**

The State of Tennessee, Department of Transportation (“TDOT”), issues this Request for Information (“RFI”) for the purpose of gathering information to better understand the current marketplace offerings for Electronic Construction Plan Collaboration and Storage Software. Based on the information gathered from this RFI, TDOT may develop a procurement strategy and initiate a formal procurement solicitation at a later date. We appreciate your input and participation in this process.

The objectives of this RFI are:

- a) Identify vendors that provide a vendor-hosted, secure, cloud-based software to store and share construction plans with internal and external team members
- b) Allow vendors the opportunity to inform TDOT about the features of the electronic construction plan collaboration and storage software products and services they provide
- c) Identify the number of other state departments of transportation (DOTs) who use the construction plans software product of each vendor respondent

**2. BACKGROUND:**

TDOT currently utilizes a vendor-hosted, secure, cloud-based software to store and share construction plans with TDOT staff members, contractors, and consultants working on a common project. Plans are readily available to view electronically, and project team members can simultaneously view them on laptops, tablets, and mobile computing devices. The software allows project team members to mark-up and collaborate on documents, store and maintain all markups, and view or hide all layers of the markups. Team members can share markups and project information with one another using laptops, tablets, and mobile devices in the field and communicate that information in near real-time to team members in the office. This allows for the timely decision-making TDOT requires on construction projects.

TDOT currently stores plans for over one thousand seven hundred (1,700) ongoing and archived projects. There are 232,681 plan sheets stored in the current software solution. TDOT has approximately 730 active projects with a construction value of nearly four and half billion U.S. dollars (\$4,500,000,000.00).

**3. COMMUNICATIONS:**

- 3.1. Please submit your response to this RFI to:  
Gregg Bennett, Transportation Program Supervisor  
TDOT Procurement and Contracts Division  
J.K. Polk Bldg.  
505 Deaderick Street  
Nashville, TN 37243  
P. 615-741-9125  
TDOT.RFP@TN.GOV
  
- 3.2. Please feel free to contact the Department of Transportation with any questions regarding this RFI. The main point of contact will be:  
Gregg Bennett, Transportation Program Supervisor  
TDOT Procurement and Contracts Division  
J.K. Polk Bldg.  
505 Deaderick Street  
Nashville, TN 37243  
P. 615-741-9125  
TDOT.RFP@TN.GOV
  
- 3.3. Please reference RFI # 40100-50919 with all communications to this RFI.

**4. RFI SCHEDULE OF EVENTS:**

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		July 29, 2022
2.	Written Questions/Comments Deadline		August 12, 2022
3.	State Response to Written Questions/Comments		August 19, 2022
4.	RFI Response Deadline		September 2, 2022

**5. GENERAL INFORMATION:**

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.
  
- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the

procurement including the responses to the RFI, will be considered confidential by the State.

5.3. The State will not pay for any costs associated with responding to this RFI.

**6. INFORMATIONAL FORMS:**

The State requests the following information from all interested parties. Please fill out the following forms:

<b>RFI #40100-50919</b>	
<b>TECHNICAL INFORMATIONAL FORM</b>	
1.	RESPONDENT LEGAL ENTITY NAME:
2.	RESPONDENT CONTACT PERSON: Name, Title: Address: Phone Number: Email:
3.	Brief description of experience providing similar scope of services/product:
4.	Have you implemented this type of product for other state Departments of Transportation (DOT) or government entities? If so, please provide the requested information listed below: a. Name of State/Region: b. Years of service provided to the client: c. Contact person in each State/Region who is familiar with the product:
5.	Have you completed a migration from a competitor's product to yours on behalf of a DOT? a. Please describe similar electronic plan document migrations from a competitor cloud-based software to your product: b. Include details about the scope of the migration/implementation (number of plans/sheets/projects/total contract liability or other helpful information about the scope): c. If you have not done a migration, is your software product capable of importing/migrating State data/sheets from the current State software?
6.	Please describe the licensing options available (i.e., Individual licenses? Incremental number of licenses? If incremental, define the number of users in each increment?); a. Is an enterprise license model available? If so, please describe the features of this option: b. Is an unlimited license model available? If so, please describe the features of this option:
7.	Please describe in detail what is included with the software license option(s) available:

8. Are separate licenses required for desktop/laptop and mobile/tablet users?
9. Please describe the ability of the software to sync data to mobile devices:
10. Please describe the administration features and how users are added and removed from the service (i.e., TDOT administrator would provision new users, or software provider's customer service/administrator must provision, etc.):
11. Does the software allow TDOT to enable non-TDOT employees to use the product (such as contractors and subcontractors)? a. If so, please describe how non-employee users are added/provisioned: b. Can the software be configured to allow a TDOT administrator to provision non-employee users to use the software?
12. Does the software allow for collaboration with internal and external teammates and stakeholders, contractors, and subcontractors? If so, please describe the collaboration features in detail:
13. Please describe the storage capacity of the product as it relates to each of the below items: a. The overall storage capacity of the product; b. Any per-project storage limitations, and; c. Any limitations for non-TDOT employees with access to the TDOT system to store plans/sheets:
14. Please describe the version control features of the software (For example, capacity for saving and maintaining specific markups and revisions of plans and the ability to view current and prior versions of each sheet):
15. Please describe the capability of the software to allow project team members to mark up and add notes or comments to plans and limit sharing certain markups to one specific (internal or external) user or small group of user(s) as well as share with the entire project team:
16. Please describe capabilities of the software for communication between both internal TDOT employees and external non-TDOT team members, contractors, etc.:
17. Please describe the overlay features of the software (i.e., Does the software allow users to overlay different sheets? If so, how many overlays at one time? Does the software have the ability to scale sheets while overlaying?):
18. Does the product provide a task completion checklist or punch list for construction projects? If so, please describe these features:
19. Please describe how the software manages lag time when navigating between sheets within the

software:
20. Please describe the measurement capabilities the product offers (For example, length/distance between points on a sheet):
21. Are the measurement features scalable? If so, please describe:
22. TDOT regularly refers to plans from previously completed projects and protecting archived data is crucial. Please describe in detail how you would prevent any data loss and manage the implementation migration process if TDOT chooses to implement a new product:
23. Please describe in detail any archive features (i.e., how long do plans remain active in the archive? Indefinite storage?):
24. Please describe the implementation process. (Estimate how long implementation, testing, and migration to the new product would likely take and how long the TDOT system would be down during this process):
25. Please advise how TDOT could mitigate continuity of work and safety for ongoing projects during the implementation and migration:
26. Please describe uptime and availability expectations for the software product, and be sure to describe how this is measured and calculated:
27. Please describe the customer service and maintenance included with the software license:
28. If TDOT later issues a Request for Proposal for construction plan software, what requirements should TDOT include in its scope of services?
29. Please describe if the software is compatible with the following: <ul style="list-style-type: none"> <li>a. AASHTOWare Project</li> <li>b. OpenRoads Design</li> <li>c. DGN files</li> <li>d. Primavera P6</li> <li>e. Google Earth KMZ files</li> </ul>
30. Describe the notification features (i.e., notifications when new sheets are added to a project or communications between team members):
31. Please describe end user training provided with the implementation:

32. Is additional training provided for software updates or changes during the term of the contract?

#### **COST INFORMATIONAL FORM**

1. Describe what pricing units you typically utilize for similar services or goods, and how you will help TDOT determine the best option for our organization (e.g., monthly? Yearly? Hourly? Per license? Fixed price?):

2. Can the price change during the contract term? If so, what criteria are evaluated to determine any pricing changes during the contract term?

3. Describe the typical price range for similar services or goods:

4. Please provide information regarding implementation costs, end user training costs, and costs to migrate TDOTs existing plans to your product, etc.:

#### **ADDITIONAL CONSIDERATIONS**

1. Please provide input on alternative approaches or additional things to consider that might benefit the State:

2. Please describe the risks associated with migrating plans from the current solution:

3. Additional comments: