Request for Proposals-eTIP FAQs:

1. I see the due date for the eTIP RFP submittal is May 12. Is that end-of-business that day or sometime in the morning?

ACOG: By the end of business (5 p.m. central)

2. How many hard copies do you want? Can we email the proposal to you? Are you looking for a CD or a jump drive containing our proposal?

ACOG: We prefer a PDF copy of the proposal emailed to us at TIP@acogok.org, though we will accept a hard copy (only one is necessary) hand delivered or mailed to us at 4205 N. Lincoln Blvd. Oklahoma City, OK 73105. Submissions should be marked in the subject line or on the envelope: "Request for Proposal: ACOG eTIP". Proposals submitted by e-mail are not to be considered received until a confirmation has been sent by ACOG transportation.

3. Online project application submittal, directly transfers to database.
Vendor: Do you have a database software preference (e.g., SQL Server, Oracle or other)?

ACOG: We prefer SQL Server.

4. Ability to attach files to online application submittals (PDF, PNG, excel, word etc.)
Vendor: Do you have a document management system that the custom application must interface with? Or can the vendor choose to store the files using other methods (blobs, files simply stored on file server, etc)?

ACOG: We do not currently have a document management system. Application submissions are hard copies and entities enter scoring into an excel file, then print and submit to us. Additionally, we use multiple excel files to track scoring, projects and funding. The vendor can choose to store the files using other methods.

5. Ability to include scoring criteria, produce scores, and output a score report (TIP, TAP and MTP) (TIP scoring to be set up with possible scoring criteria changes)
Vendor: Is the vendor required to come up with the scoring criteria logic? Or is the vendor only responsible for implementing the scoring logic as directed by ACOG so that scores can automatically be produced by the system? Are you also asking that the scoring criteria be configurable so that it can be changed at any time from the TIP user interface?

ACOG: We already have scoring criteria in place and would not need the vendor to come up with any criteria logic. We wish to have the scores be automatically produced by the system. However, ACOG is currently in the process of a (possible) complete overhaul of our scoring criteria, which would then need to be reflected in the website for our member entities/cities to enter their project information for scoring. If the scoring criteria were configurable and able to be changed at any time, this would be helpful, as we do a review of criteria each year. Though, the criteria do not change much each year, so this is not absolutely necessary depending on cost. We do however, want to ensure an estimate includes the one time complete change of the scoring interface. We are also considering having the website go up in two phases where we enable the online submission of projects and add the scoring in later

6. A way to search current year and past year projects

Vendor: Is there a current database that stores the current and past years' projects that we can be provided to us? How are projects related to one another so that they can be tracked from year to year? Is it by a projectID of some sort? Is it by a text field that may or may not be consistent between the same project across the years? Or is there currently not a standard method and it will be the responsibility of the vendor to come up with it?

ACOG: We do not currently have a database system which tracks projects. We use excel files and we also create shapefiles (ArcGIS) for mapping purposes, but these two are not easily connected through out current project tracking process. We track projects by their JP numbers (job piece-provide by OK DOT) or their location. We would like to have an ACOG created ID system to track them as well, given that some submitted projects do not have JP numbers. We would like the vendor to help us come up with a ID system.

7. Ability to identify overlapping projects

Vendor: Do projects have route and milepoint identify information so that overlaps can be detected? Or is there another method that you intend the vendor to use to detect overlaps?

ACOG: Projects have a 'located on' road and a 'from' road and 'to' road. We hope that tying our projects to a mapping systems will enable this overlap to be identified.

8. Able to update revisions and amendments to TIP projects

Vendor: How many levels of approval must an amendment go through before reaching the DOT and FHWA? For example, do you have a "study group" that must approve it before going to public comment? Or a "policy committee"? Are there other internal groups that must first approve (or deny) before the TIP moves on through the process?

ACOG: We have two committees (ITTC and ITPC) that our amendments must be approved by, for them to then be submitted to ODOT then FHWA. However, we would only need to update the status once an amendment has the final approval by FHWA.

9. Map based, online searchable database of projects (internal and external)

Vendor: What linear referencing system are you using? What GIS software do you use? Is your road network already established so that projects with LRS information can be readily mapped?

ACOG: We use ArcGIS and CUBE. We use ArcGIS for mapping and have a centerline shapefile for our roads network. We also have a road system network for CUBE software, which is used for our scenario modelling.

10. Printable report component from a custom or customizable template for ACOG reporting purposes; internal and external distribution (Monthly Status Reports, Annual Listing of Obligated Funds and funding, financial, or status reports)

Vendor: Approximately how many custom reports do you expect the system to provide?

ACOG: Please see our TIP document posted in the solicitations section under the eTIP RFP, for the types of tables we produce. We also produce an annual listing report and a mid-year status report which include various tables like those in the TIP. Overall, a customizable template would be ideal so that we could choose from the categories we need to display in our tables.

11. Ability to monitor fund balances and sources: allocated, programmed, and obligated

Vendor: Does the TIP application need to interface with an existing project programming database? Or do all 3 functions of allocation, programming and obligation take place within the single TIP application?

ACOG: As an MPO we do not actually program or obligate funds, we just keep track of the funding and the project status, as provided by our DOT. Currently these updates to a projects status are tracked through excel files. We are requesting the ability to track and update the funding progress of projects once in the system.

12. Import existing MTP and TIP projects and the ability to connect them

Vendor: Similar question was asked above but how are MTP and TIP projects currently being stored? A database? A spreadsheet only? A combination? If possible, please provide this data.

ACOG: We currently score our projects and keep track through excels files. In the solicitation section of our website, under the eTIP RFP, we have uploaded our current excel file of 2017-2020 projects. We will also upload our scoring criteria for reference.

13. Do you have a spreadsheet or Access database file of all project details submitted to you from your entities?

ACOG: A spreadsheet containing ACOG sponsored projects and our latest TIP document are available under the Solicitations section of our website.

14. Do you have any GIS files associated with these projects (e.g. points and lines)?

ACOG: At this point it is not necessary so show an ACOG specific example of the database.