

**TAMPA-HILLSBOROUGH COUNTY  
EXPRESSWAY AUTHORITY**

**Addendum 2**

**&**

**Letter of Clarification No. 1**

**FOR**

**Request for Proposals (RFP)**

**ITS Fiber Data Collection & Characterization**

**RFP O-02121**

## Addendum 2 & Letter of Clarification No. 1 ~ RFP O-02121

Date of Addendum: **February 8, 2022**

Please note the following revisions to this procurement as highlighted below:

1. **Schedule of Events:**

Date	Event
Friday, December 17, 2021	Advertisement
Tuesday, January 4, 2022	Non-mandatory in Person & Virtual Pre-proposal meeting, at <b>9:00 AM</b> local time at the THEA office, 1104 East Twiggs Street Suite 300, Tampa, FL 33602. For Virtual Meeting details, please send an email request to <a href="mailto:Man.Le@tampa-xway.com">Man.Le@tampa-xway.com</a> .
Monday, January 10, 2022	Deadline for Questions/Request for clarification
Friday, January 14, 2022	Addendum release (if required)
Tuesday, January 18, 2022	Phase 1 LOI Response Deadline <b>by 2:00 PM</b> local time
Wednesday, January 19, 2022 @ 9 a.m. <del>Thursday, January 20, 2022</del>	Evaluation Committee meets to evaluate LOI Firms are not required to attend. However, this meeting is open to the public and will be held at THEA 1104 E. Twiggs St., Motivational Conference Room 1 <sup>st</sup> floor, Tampa, FL 33602.
Friday, January 21, 2022	Posting of Shortlist
Monday, January 31, 2022	Board approval of Shortlist
Tuesday, February 01, 2022	Posting of Notice of Board approval
Wednesday, February 02, 2022	Shortlist Contractors declare intent to proceed <b>by 2:00 PM</b> local time.
<b>Monday, March 7, 2022</b> <del>Friday, February 04, 2022</del>	Deadline for submittal of questions, for which a response is assured, before the submission of the Technical and Price Proposal. All questions shall be submitted to Man Le, Contracts and Procurement Manager ( <a href="mailto:Man.Le@tampa-xway.com">Man.Le@tampa-xway.com</a> ).
<b>Monday, March 14, 2022</b> <del>Friday, February 11, 2022</del>	<b>Price Proposals &amp; Technical Proposals due in Authority Office by 11:00 AM local time.</b>
<b>Monday, March 14, 2022</b> <del>Friday, February 11, 2022</del>	Public announcing of Price Proposals and confirmation of Technical Proposal Responsiveness at <b>1:30 PM</b> local time at the THEAoffice, 1104 East Twiggs Street Suite 300, Tampa, FL 33602
<b>Monday, March 28, 2022</b> <del>Monday, February 21, 2022</del>	Board approval of final ranking and award of contract
<b>Tuesday, March 29, 2022</b> <del>Tuesday, February 22, 2022</del>	Posting of the Authority's intended decision to Award
<b>Friday, April 1, 2022</b> <del>Friday, February 25, 2022</del>	Anticipated Award Date
<b>Monday, April 4, 2022</b> <del>Monday, February 28, 2022</del>	Anticipated Execution Date
<b>Monday, April 11, 2022</b> <del>Monday, March 7, 2022</del>	Anticipated Kick-Off Meeting

Date of Letter of Clarification: **February 8, 2022**

The following responses are to questions received on the solicitation referenced above:

Question 1:	<p>The Federal Emergency Management Agency (FEMA) has designated transportation to be one of the nation's critical infrastructure and has promulgated cybersecurity regulations thru NIST, FedRAMP, FISMA &amp; others.</p> <p><i>Does THEA intend to have this system be compliant with the cybersecurity regulations or be exempt from them?</i></p>
Response 1:	<p>THEA intends to host the data within the ArcGIS Online platform, which is managed through Esri Managed Cloud Services (EMCS). For an overview of the cybersecurity features of ArcGIS Online, please visit: <a href="https://downloads.esri.com/RESOURCES/ENTERPRISEGIS/Esri_SDLC.pdf">https://downloads.esri.com/RESOURCES/ENTERPRISEGIS/Esri_SDLC.pdf</a></p>
Question 2:	<p><i>Will the instance of ArcGIS Online be hosted at THEA or in a secure cloud service like AWS GovCloud?</i></p>
Response 2:	<p>ArcGIS Online will be stored in a secure cloud server. For an overview of the cybersecurity features of ArcGIS Online, please visit: <a href="https://downloads.esri.com/RESOURCES/ENTERPRISEGIS/Esri_SDLC.pdf">https://downloads.esri.com/RESOURCES/ENTERPRISEGIS/Esri_SDLC.pdf</a></p>
Question 3:	<p><i>What is the maximum number of field data collection units active at any given time?</i></p>
Response 3:	<p>It is anticipated that the maximum number of licenses available at any given time is 3.</p>
Question 4:	<p><i>If internally hosted at THEA, what is the guaranteed minimum bandwidth to be provided</i></p>
Response 4:	<p>Please see the response to Question 2.</p>
Question 5:	<p><i>If internally hosted at THEA, will there be a VPN? If so, which one?</i></p>

Response 5:	Please see the response to Question 2.
Question 6:	<i>If internally hosted at THEA, what firewall will be used and what protocols will be allowed to pass through it?</i>
Response 6:	Please see the response to Question 2.
Question 7:	<i>What maximum distance between GPS points along a fiber route is required?</i>
Response 7:	At a minimum, the selected CONTRACTOR shall inventory the fiber route at terminal points and pull and splice boxes.
Question 8:	<p><b>In the RFP, it states</b> “THEA intends to collect field items and characteristics that follow the FDOT Intelligent Transportation Systems Facility Management (ITSFM) fields” and “The naming conventions shall follow the FDOT Standard Naming Convention and reference Florida ITSFM Standards” and “register multiple data fields that are defined in the ITSFM” and “each item shall be inventoried to provide the fields identified in each of the associated ITSFM form(s) as guidance”.... “The selected Contractor shall create an inventory of ITS field equipment and fiberoptic cables, switches, connectors, etc., to complete an inventory of all components.” .... “geolocating the fiber optic network will all connected technologies”...</p> <p><i>Can you define “all connected technologies”?</i></p>
Response 8:	All connected technologies are identified in Section 2.3 Inventory Items.
Question 9:	<p><b>In the RFP, it states</b> that “Services will include:</p> <ol style="list-style-type: none"> <li>a. Site Visits - Field data collection at all equipment and transport media termination sites</li> <li>b. Documenting all required information per site location to create an inventory of ITS field equipment and fiberoptic cables, switches, connectors, etc. to complete an inventory of all components</li> </ol> <p><i>If the contractor supplies all the information required by the currently published</i></p>

	<p><i>ITSFM forms, is that sufficient to satisfy these requirement mentioned above and elsewhere in the RFP? Or, is THEA anticipating additional attributes to be collected that are NOT currently on ITSFM forms and import templates?</i></p>
Response 9:	<p>THEA does not anticipate any additional fields to be collected that are not listed in the ITSFM forms unless otherwise specified in the RFP.</p>
Question 10:	<p><b>In the RFP, Section 2.4.1</b> “The naming conventions shall follow the FDOT Standard Naming Convention and reference Florida ITSFM Standards”</p> <p><i>In order to create an ITSFM site name, a Mile Marker consistent with ITSFM database is required for each site (cabinet, pull box, etc). Will THEA furnish a mile marker (SEED) file wit the data dictionary embedded for all roadways listed in the RFP or will the contractor need to generate them?</i></p>
Response 10:	<p>The CONTRACTOR will need to reference FDOT District 7’s Straight Line Diagrams for references to the Mile Markers.</p>
Question 11:	<p><b>In the RFP, it states</b> the database entry shall be done by qualified technicians in the field using a database application installed on Authority-Approved electronic equipment, such as a smartphone, notepad, laptop, etc.</p> <p><i>Can the THEA be more specific into the exact approved electronic equipment devices they desired to be utilized? And, the desired operating system? (Apple iOS, Android, Windows)</i></p>
Response 11:	<p>ESRI’s data collection software, Field Maps, is supported by Apple iOS and Android systems. THEA is open to either operating system but requires the device to provide sub-meter accuracy.</p>
Question 12:	<p><b>In the RFP, it states:</b> “The Contractor shall be responsible for all activities necessary to develop a data collection application, inventory all items identified, submit a turnkey database with the characteristics of the ITS and telephony equipment, and guided and unguided transport media characteristics”</p> <p><i>Please define “guided and unguided transport media”?</i></p>
Response 12:	<p>All guided and unguided transport media is identified in Section 2.3 Inventory Items. Guided transport media refers to fiber or coaxial cables vs. Unguided refers to Wi-Fi or Bluetooth communication.</p>

<p>Question 13:</p>	<p><i>Does THEA require the field technicians who will be accessing the fiber optic splice closures, to be “certified by Corning (or) other” to ensure the Data Collection Technician is trained to open and reseal live network enclosures, to ensure the THEA network is not interrupted during the field data collection effort?</i></p>
<p>Response 13:</p>	<p>THEA is open to accepting certifications by Corning to substitute the certifications listed in the RFP, but does not require CONTRACTORS to be certified specifically by Corning.</p>
<p>Question 14:</p>	<p><i>Will THEA require the Data Collection Technician to be a trained splicer, in the event there is a fiber that is broken or damaged in the procedure, to be able to immediately restore the fiber – Meaning, the Data Collection Technician would be required to also have a fusion splicer available when performing the data collection activity?</i></p>
<p>Response 14:</p>	<p>No certified splicing technician and equipment is required to be present during the data collection process, however, trained splicers and equipment should be readily available if the fiber is damaged in the data collection process. Please note the RFP requires “THEA’s ITS field equipment shall remain operational and in use to the public, except for instances requested in writing with a Maintenance of Traffic (MOT) plan for the shutdown, as needed, to the AUTHORITY by the CONTRACTOR’s Project Manager.”</p>
<p>Question 15:</p>	<p><i>Will THEA supply the Make, Model, Serial Numbers for all the ITS Devices per Site (CCTV, MVDS, DMS, etc) and any equipment installed in the ITS cabinets for each site?</i></p>
<p>Response 15:</p>	<p>No. The ITS device locations shall be geolocated, following the standard naming convention. No additional information such as the make, model, or serial number is required per this RFP.</p>
<p>Question 16:</p>	<p>Some ITSFM forms require hand-drawn sketches (ITSFM056/ITSFM057).... <i>Will those be required, meaning they would be completed outside of the Data Collection Application? Are these forms required in order to be populated in ITSFM?</i></p>

Response 16:	Hand-drawn sketches shall be converted into CAD-generated drawings and imported into a PDF to be attached to the ESRI data collection application. These forms are required to be populated to meet THEA's RFP.
Question 17:	<i>In an effort to allow for sufficient time to review THEA responses from the questions submitted above – Will THEA consider extending the bid deadline beyond February 11, 2022?</i>
Response 17:	Yes. Deadline will be extended. Price Proposals & Technical Proposals are now due in Authority Office by 11:00 AM local time on <b>Monday, March 14, 2022.</b>

**Respondents MUST** acknowledge receipt of this Addendum and Letter of Clarification by signing, dating and returning the completed Acknowledgement of Receipt of Letter of Clarification/ Addendum form **with the Respondent's bid package.**

All other items, conditions, and specifications in the procurement document not specifically changed by the Addendum remain unchanged.

Please send all questions to THEA's Procurement Manager, Man Le, via email at [Man.Le@tampa-xway.com](mailto:Man.Le@tampa-xway.com).

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM and/or LETTER OF  
CLARIFICATION**

Were Addenda issued on this Solicitation?

Yes

No

Were Letter of Clarification issued on this Solicitation?

Yes

No

I (We) hereby acknowledge receipt of the following Addendum/Addenda issued in reference to  
7this solicitation by listing the Addenda by number, date and signing the form:

Addendum \_\_\_\_\_ Date: \_\_\_\_\_

Addendum \_\_\_\_\_ Date: \_\_\_\_\_

Letter of Clarification \_\_\_\_\_ Date: \_\_\_\_\_

Letter of Clarification \_\_\_\_\_ Date: \_\_\_\_\_

**BIDDER:**

By: \_\_\_\_\_

Authorized Signature

\_\_\_\_\_  
Printed Name of Signer

\_\_\_\_\_  
Title of Signer

\_\_\_\_\_  
Date Signed

**[END OF ACKNOWLEDGMENT OF RECEIPT FORM]**