



Request for Information (RFI) 14986

Resource Management System

IOWA DEPARTMENT OF TRANSPORTATION
Office of Finance, Purchasing Section

Information must be received no later than

September 16, 2015

1 p.m. Central Time

*For information about the notice
Interested persons shall contact only:*

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Section 1.0 Purpose

1.1 Purpose for the RFI

The intended purpose of the Request for Information (RFI) is to allow interested vendors an opportunity to present information of availability of products or services that meet the specification outlined below. The information provided by vendors will be used by the Iowa DOT to identify solutions that provide similar or enhanced functionality above and beyond what our existing ,custom developed Resource Management System already provides.

This is not a request for proposal (RFP) where *bidders* respond with a specific solution to Iowa DOT specifications. An RFP process is a separate process with further defined requirements.

1.2 Relevant Dates

Issuance of RFI – August 28, 2015

Responses due – September 16, 2015

1.3 Overview

The Iowa DOT is seeking information on an alternative solution for tracking maintenance operations, including but not limited to:

- Labor, Equipment, Material and Expense Detail Tracking
- Reporting that includes Emergency Management(FEMA, ER and Insurance cost recovery), Bridge Maintenance, Training Costs, Materials Usage, Road Maintenance by location, and Winter Operations.

The goal of this RFI is to find a solution that meets the criterion as defined in the Specifications Section 4.0. Please elaborate on all available functionality, reporting, and interface capabilities that your solution provides.

Section 2.0 Definitions

Iowa DOT: The Iowa Department of Transportation

ER: Emergency Relief program. USDOT Federal Highway Administration’s program to reimburse states for cost incurred for damage on the highway system caused by disasters.

FEMA: Federal Emergency Management Agency. Federal program under the Stafford Act to reimburse states for costs incurred for damage caused by disasters.

GIS: Geographic Information System.

GPS/AVL: Global Positioning System/Automatic Vehicle Locator.

IT: Information Technology

Op/Fin: Operations and Finance. This is an office within the DOT that is responsible for the payroll, which includes timesheets and expenses.

RFI: Request for Information

RMS: Resource Management System

Section 3.0 RFI Responses

3.1 Response

Vendors are requested to submit a response to this request for information as described herein.

Responses to this RFI may qualify vendors to participate in any formal Request for Proposal (RFP) process if an RFP is offered.

3.2 Submittal Instructions

Vendors shall submit responses to the following information in order.

All RFI's shall be submitted electronically. A signed transmittal letter on the Vendor's letterhead shall be in the electronic document including all company and contact information.

If budgetary pricing is requested, vendors shall submit general price ranges with their cost information, where applicable, to be used for reference only. No formal quotations shall be received or awarded in the RFI process.

Please include any cost models that could be considered in the RFI stage of gathering information.

No awarded contract shall be issued from the RFI process. Submitting a response to this RFI is optional. Submitted RFIs shall in no way bind the Iowa DOT or any other agency to any purchase for any reason. The RFI is for information gathering purposes only. All information provided by vendors shall be at no cost and without obligation to the Iowa DOT.

3.3 Review of RFI Responses

RFI responses will be reviewed by the requesting Iowa DOT business unit and Purchasing Section. Review of submitted responses to the RFI will assist in the potential bid opportunity to procure the goods and/or services sought by the agency.

3.4 Copyright

By submitting a response, vendors agree to allow the Iowa DOT to copy the response for purposes of facilitating the evaluation or to respond to requests for public records. Vendors represent that such copying will not violate any copyrights in the materials submitted.

3.5 RFI ownership

Once received, submitted Vendor responses become the property of the Iowa DOT.

3.6 Vendor Responsibilities

Vendors shall respond to the RFI by providing information of resource management solutions that are available on the market today.

Section 4.0 Specifications

The Iowa DOT's current RMS was developed to capture the Iowa DOT's Highway Division's operating costs into one application. RMS provides a front end layer which allows users to interact with several internal systems, including; Time Sheet, Expense Sheet, Equipment Management System and Financial Controls.

The current application tracks items such as hours and cost of labor by task, hours and cost of equipment used by task, measures quantity and cost of materials used by task as well as recording expenses.

The current application reports activity on:

- Emergency Management (FEMA, ER, and Cost Recovery)
- Bridge Maintenance
- Training Costs
- Materials Usage
- Road Maintenance
- Engineering
- Construction Inspection.
- Painting
- Winter Operations

The Iowa DOT is interested in systems that are intuitive, interactive and have flexible, customizable functionality to meet overall needs. Proposed systems shall possess the ability to interface with existing systems and have tracking and reporting capabilities. Vendors shall provide information about all products that apply to this request.