

**PRE-PROPOSAL MEETING:  
Oregon e-TIP Platform  
RFP Number: 2022-0001**

**LANE COUNCIL OF GOVERNMENTS**  
February 15, 2022  
1:00 p.m Pacific Standard



# PURPOSE AND AGENDA

Purpose: To familiarize interested Contractors with the requirements of the solicitation and to respond to any questions or concerns.

Agenda:

- Introductions and General Housekeeping
- The Procurement Process
- General Overview of Statement of Work
- Pricing and Requirements Summary Attachments Review
- Questions and Answers



# PROCUREMENT SCHEDULE

Procurement Schedule	Date or Number of Days
RFP Issue Date, Pre-Proposal Conference, Deadline for Proposer Questions/Protests, Proposal Closing	Dates stated on front page
Bid Opening Date & Location	March 10, 2022, 8:00 AM at 859 Willamette St, Suite 500, Eugene OR 97401
Completion of Proposal evaluation	Est. 1 calendar days after Closing
Completion of interviews or follow-up questions (if conducted)	Est. 24 calendar days after Closing
Notice of intent to award	Est. 3 Business Days after all scoring complete
* Negotiations completed	Est. 40 calendar days after intent to award
Contract Start	Est. within 14 calendar days of negotiation completion

# PROCUREMENT: Things You Need to Know

- Accessing the Documents: Lane Council of Government's (LCOG) website:

[Oregon Transportation Improvement Program Electronic Data Platform \(e-TIP\) | Lane Council of Governments Oregon \(lcog.org\)](#)

- Restrictions on Communication: All official communications to and from LCOG should be transmitted via email to [procurement@lcog.org](mailto:procurement@lcog.org). Oral communications regarding this solicitation shall not be considered official communication. LCOG is not responsible for and will not be legally bound by any oral statements made by its employees regarding any solicitation.



# PROCUREMENT: Standard for Award

Detailed Evaluation Scoring Information can be found within the RFP on pages 21-25



DESCRIPTION	MAXIMUM SCORE
<b>Technical Proposal:</b>	<b>210</b>
Clarity of Proposal and Conformity with Requirements	25
Proposer Experience	25
Key Staff Qualifications and Experience	30
Team Experience	100
Reference Questions	30
<b>Pricing Information</b>	30
<b>Subtotal: Technical Proposal and Pricing</b>	<b>240</b>
<b>Interviews/Follow-up Questions, if conducted (see section 3.1.5)</b>	20
<b>Maximum Total Score (for Proposal, Pricing, and Interviews/Follow-up Questions, if conducted)</b>	<b>260</b>



# PROCUREMENT: Proposal Requirements

Proposal Requirements can be found in the Scope and Instructions document on this page: [Oregon Transportation Improvement Program Electronic Data Platform \(e-TIP\) | Lane Council of Governments Oregon \(lcog.org\)](#)

Proposal and Submittal Requirements can be found in Section 2.4 beginning on page 9

Please note: To be eligible for evaluation as a complete, responsive submittal to this solicitation, any and all, Proposals submitted to LCOG must contain all of the documents, properly signed (as required), fully completed, and arranged in order indicated in the solicitation.

*Please limit marketing materials.*



# PROJECT Statement of Work

Intended Project Outcome:

To select a vendor that offers a high standard of consistent performance for deploying an online data platform to manage the distinct Transportation Improvement Programs (TIPs) for multiple Oregon MPOs.



# PROJECT OVERVIEW:

- Federal law requires MPOs and State Departments of Transportation (DOTs) to maintain a TIP, which is a fiscally constrained schedule of federally funded (in full or part) and regionally significant transportation projects covering a period of at least four years.
- The evaluation committee recognizes the advantages of data sharing and is seeking a joint solution to replace aging systems and processes.
- Since the MPOs in Oregon vary in size and technical needs as relates to their respective TIPs, a successful unified TIP platform needs to be scalable to suit their individual needs.
- The Oregon STIP is currently maintained via an online data platform developed by ODOT and is out of the scope for this project.





# PROCUREMENT: Project Phasing

Contracted Services are anticipated to take a phased approach as follows:

**Phase 1a - e-TIP System Design.** This Phase includes developing the design for implementing a multi-agency electronic TIP platform and integration with the STIP/FP.

**Phase 1b - e-TIP/GIS Implementation.** This Phase includes implementing Phase 1a and the GIS components determined to be within scope

**Phase 1c - Web Portal Implementation.** This Phase includes design, build and implementation of a multi-agency TIP Web Portal determined to be within scope

**Phase 2: Ongoing Maintenance and Enhancements**



# PROJECT OVERVIEW: Pricing Worksheet “E”

- Accessing the Pricing Worksheet: Lane Council of Government’s (LCOG) website:

[Oregon Transportation Improvement Program Electronic Data Platform \(e-TIP\) | Lane Council of Governments Oregon \(lcog.org\)](https://www.lcog.org/transportation-improvement-program/e-tip)

- Three tabs in the Pricing Worksheet:
  - Schedule E: Core Platform Costs and Options Pricing
  - Schedule E (MRC): Core Platform Monthly Recurring Costs and Options Pricing
  - Schedule G: Cost Summary by Site



# PROJECT OVERVIEW: Requirements Worksheet “H”

“**Mandatory**” – Vendor must provide this feature and include it in their base pricing to be compliant;

“**Preferred**” - highly desired and should be included in Vendor’s base pricing, but a Vendor will not be automatically disqualified for non-compliance if they cannot meet this feature requirement;

“**Optional**” – highly desired, but we are not sure what the feature will cost or whether it is within budget - should be priced as an option if it is an optional cost item;

“**Somewhat Preferred**” - desired but unlikely to be purchased if it is an extra cost item;

“**Not Required**” - feature is not desired.

# QUESTIONS

- We will answer any questions you have today, but you should submit all questions to Elena Kuhnhenh at [procurement@lco.org](mailto:procurement@lco.org) for official responses.
- A copy of this PowerPoint presentation and an Attendee Sign-In Sheet will be uploaded to the LCOG website by 5:00 p.m. on February 15, 2022.

