

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name West Campus Utility Infrastructure GIS Project Number UCN-13143A
Project Location Uptown Campus West

Date posted: 10/31/13

Date revised: 11/19/13 (additional questions)

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. Is this the first outsourced GIS conversion for the University? Or have other sections of the University gone through a similar project, and if so, when?
 - A. In 2008, the University of Cincinnati (UC) contracted with a firm to conduct a fly over of the approximately 200 acre Uptown campus. The firm took digital orthographical photography of the campus that was converted into AutoCAD files. The AutoCAD file that was created included assets such as building outlines, roads, elevation contours, manholes, help phones, fire hydrants and other above-ground assets.

The University then converted the AutoCAD file into ESRI ArcMap GIS software. Also the University added from existing AutoCAD files an inventory of exterior light poles. Some additional assets have been added directly into GIS such as trees and other landscaping, bike racks, exterior art, exterior signage, garbage and recycling dumpsters. All data and assets currently in the University of Cincinnati GIS are to mapping quality accuracy not survey grade accuracy. The current GIS data is in ArcMap 10.1 format.
2. Does the University of Cincinnati currently have a GIS Strategic Plan/Vision? If so, is it readily available?
 - A. In draft form only, the University will make the approved strategic plan available to the selected firm and will work with the selected firm to integrate the data collected by the selected firm with the existing UC GIS.
3. Within the Form 100-330 Section D, Organizational Chart of Proposed Team, it states to use the following standard titles as listed on the previous page. The Project Management roles are in sync; however, we are unsure on how to list out the proposed GIS staff. Our plan is to list out the staff as "Project Engineer" with a more descriptive term such as "Senior GIS Analyst" in parentheses. Does this seem appropriate?
 - A. Since the GIS is defined as a secondary service, the University has no objection with using the more descriptive staff title. The use of the titles architect, engineer and land surveyor should meet the guidelines and requirements of their respective professional boards pursuant to ORC.
4. For clarification, it notes that one of the scoring criteria will be based on infrastructure conversion experience within a university, commercial and industrial campuses. Would relatable experience within municipalities and utilities be acceptable?
 - A. Yes. However the projects must show complexity, cohesiveness, and be comprehensive.
5. It states in the RFQ that the "EDGE Participation Goal" is 0%; however, in the Selection Criteria on page 4, there are points awarded for EDGE participation. Could you please confirm whether EDGE participation is a requirement or not, and if it is not, will it be counted against if not utilized?
 - A. The EDGE participation goal is 0%, the section in the selection rating form will be scored the same for all applicants.
6. On the Selection Criteria page, section 2 it notes "Construction Administration staff" relating to their experience/ability to identify and solve issues during construction. Our intention is to list this role as one more relative to that of a GIS resource and noting as such in the submittal. Would that be appropriate?
 - A. The University anticipates no construction services and the selection rating form indicates no points awarded, within section 2, for construction administration.

7. Within the Selection Criteria page, section 5, for previous team performance, it is noting from past performance as indicated by evaluations and letters of reference. Should we assume that only those projects with letters of reference or evaluations will be scored? Or does the University intend to determine this performance via reference checks:
 - A. The University would expect that the projects identified in Section F (example projects which best illustrate proposed teams qualifications for this contract) of the Form 110-330 would be used in the selection rating form section 5. Therefore, within the Form 100-330 applicants should include references with contacts, evaluations and/or letters of reference.
8. What UC personnel will be on the selection committee?
 - A. Members for the selection committee are Andy Porter, Ron Heile, Joe Harrell and Kit Pearson.
9. Can the project manager be an employee of one of the Primary Firm's Consultants rather than an employee of the Primary Firm?
 - A. The project manager needs to be from the primary firm.
10. Will delivery of all files in Autodesk AutoCAD, ArcGIS and/or Autodesk Revit be acceptable and/or required?
 - A. Much of the survey data collected is required to be of survey grade accuracy and have drawings certified by a licensed Ohio Land Surveyor. UC will require output in both AutoCAD and ArcGIS. Also, the University will need the capability to have the data exported into Autodesk Revit. The University will work with the selected firm of the RFQ to design a system that allows for the simple Importation/exportation into all the software platforms.
11. Section B, Scope of Services "The selected Engineer and Surveyor, as a portion of its required ...prior to submitting its proposal, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown ..." Does this occur before submitting on the RFQ or after being selected prior to contract?
 - A. The cost proposal is due from the selected firm by the University prior to contracting.