



**INTEGRATED VEHICLE AND
DRIVER LICENSE SYSTEM
(IVDLS)
(RFP # 6100007503)**

Issuing Officer:

Christina Dugan

1/14/2011 10:00AM



GOOD MORNING

- Welcome and good morning everyone.
- My name is Christina Dugan and I am the Issuing Officer for this Request for Proposal (RFP), I will be the sole point of contact for this procurement.



Agenda

- Introductions
- Supplier Registration
- BMWBO
- RFP Requirements
- Additional Questions and Answers



Introductions

- Christina Dugan, Commodity Specialist
- Gayle Nuppнау: BMWBO
- Kara Templeton, DOT, Director, SA, OIFS



Four Objectives

This pre-proposal conference has four purposes:

- To furnish you some of the background leading to the issuance of this RFP;
- To emphasize those requirements of the RFP we consider especially important;
- To point out some areas Offerors have had problems with in the past;
- To answer your questions concerning the RFP.



Housekeeping

- In the event of a fire drill, please exit the building, down the stairs and across the street to the grass near the Forum Building.
- Restrooms are through the 2nd door and to the left
- Please be sure you've signed the attendance register.
- Leave a business card in the basket, if you have one with you.
- The sign in sheet will get posted to E-Market Place



Supplier Development and Support

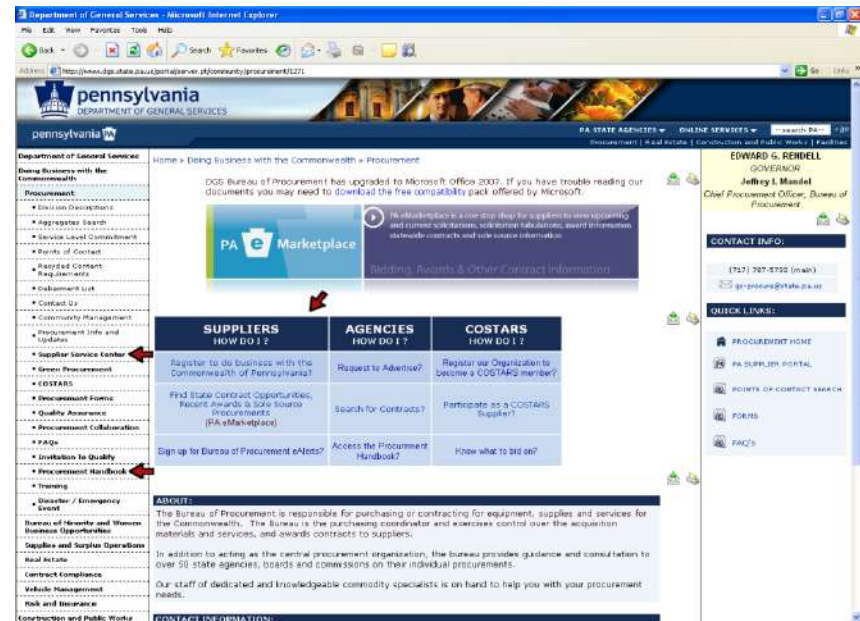
Bureau of Procurement



Your Gateway to All Procurement Information

Links to:

- Supplier Service Center
- PA e-Marketplace
- PA Supplier Portal
- Procurement Handbook





www.eMarketplace.state.pa.us

Your Gateway to Contract Information

Solicitations
Tabulations
Awards
Contracts
Sole Source
COSTARS

Links:

Supplier Service Center
Treasury Contracts

The screenshot shows the Pennsylvania eMarketplace website. At the top, there is a navigation bar with the following links: "PA Marketplace", "Supplier Service Center", "Bureau of Procurement", and "PA Treasury Contract Site". Below this, there is a "Welcome" message: "Welcome to the official site of the Pennsylvania eMarketplace portal. This is your one-stop shop for Bidding, Awards and other Contract information. Please explore our site and feel free to [contact us](#) with your questions and any suggestions you may have." To the right of the welcome message is a photograph of a farm in Cherry Springs, Pa. Below the welcome message and photo is a row of five buttons: "Solicitations", "Solicitation Tabulations", "Awards", "Search Contracts", and "Sole Source Procurements". Below these buttons is a message: "Hover over the buttons above for details". At the bottom of the page, there is a "Help" button and a footer message: "The latest version of [Adobe Acrobat Reader](#) is required to view these files. DGS Bureau of Procurement has upgraded to Microsoft Office 2007. If you have trouble reading our documents you may need to [download the free compatibility pack](#) offered by Microsoft."



Supplier Support Center

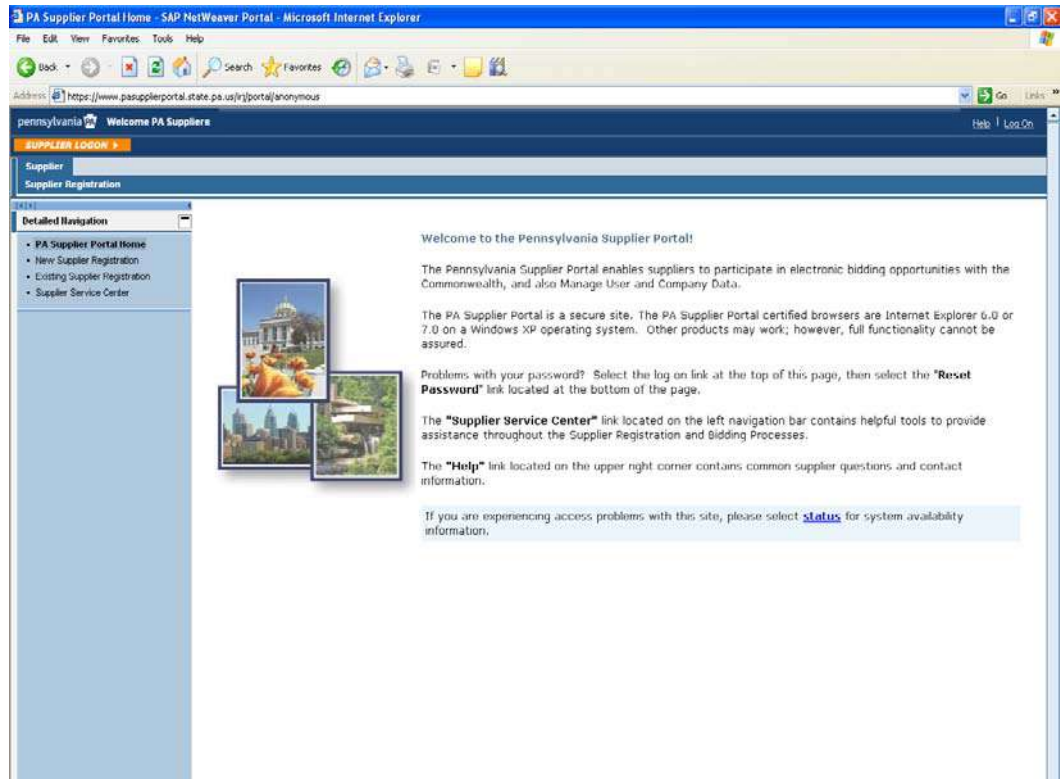
Your Gateway to Procurement

Registration

Bid on a
solicitation

Manage
company data

Link:
Customer Service
Center



Supplier Service Center

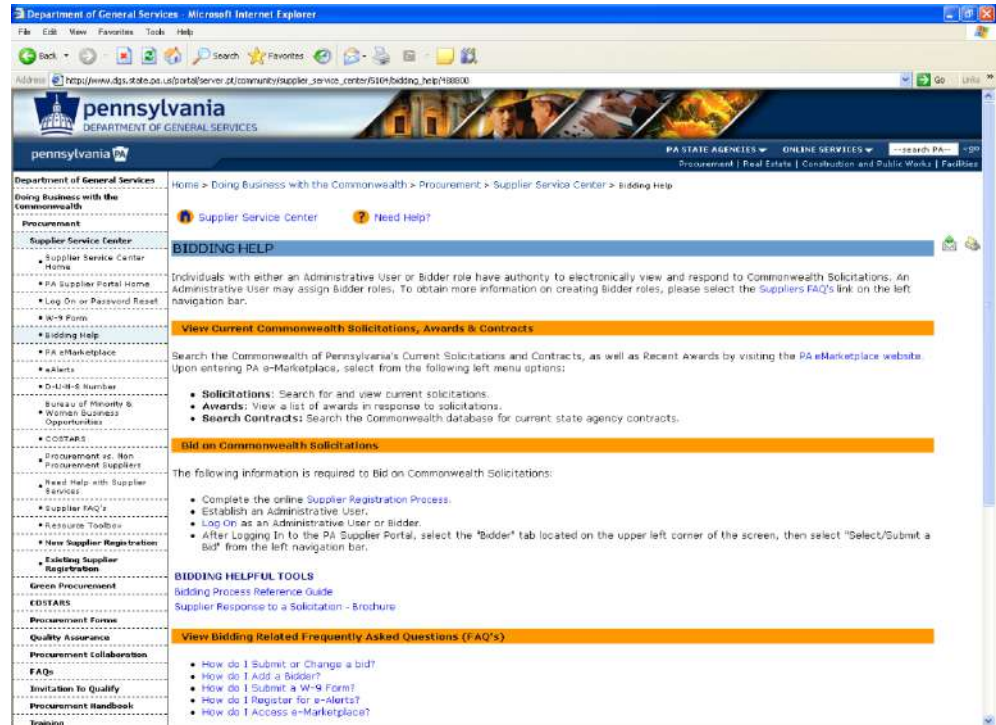
Your Gateway to Supplier Help

How to:

- register
- add users
- find solicitations
- place a bid

Resource toolbox:

- bidding
- guide



The screenshot shows the Pennsylvania Supplier Service Center website in a Microsoft Internet Explorer browser window. The address bar shows the URL: http://www.dps.state.pa.us/portal/server-2/communities/supplier_service_center/510/bidding_help/198600. The website header includes the Pennsylvania Department of General Services logo and navigation links for PA State Agencies and Online Services. The main content area is titled "BIDDING HELP" and provides instructions for users with Administrative or Bidder roles. It includes sections for "View Current Commonwealth Solicitations, Awards & Contracts", "Bid on Commonwealth Solicitations", "BIDDING HELPFUL TOOLS", and "View Bidding Related Frequently Asked Questions (FAQ's)".

BIDDING HELP

Individuals with either an Administrative User or Bidder role have authority to electronically view and respond to Commonwealth Solicitations. An Administrative User may assign Bidder roles. To obtain more information on creating Bidder roles, please select the Suppliers FAQ's link on the left navigation bar.

View Current Commonwealth Solicitations, Awards & Contracts

Search the Commonwealth of Pennsylvania's Current Solicitations and Contracts, as well as Recent Awards by visiting the [PA eMarketplace website](#). Upon entering PA e-Marketplace, select from the following left menu options:

- Solicitations:** Search for and view current solicitations.
- Awards:** View a list of awards in response to solicitations.
- Search Contracts:** Search the Commonwealth database for current state agency contracts.

Bid on Commonwealth Solicitations

The following information is required to Bid on Commonwealth Solicitations:

- Complete the online Supplier Registration Process.
- Establish an Administrative User.
- Log On as an Administrative User or Bidder.
- After Logging In to the PA Supplier Portal, select the "Bidder" tab located on the upper left corner of the screen, then select "Select/Submit a Bid" from the left navigation bar.

BIDDING HELPFUL TOOLS

- [Bidding Process Reference Guide](#)
- [Supplier Response to a Solicitation - Brochure](#)

View Bidding Related Frequently Asked Questions (FAQ's)

- How do I Submit or Change a bid?
- How do I Add a Bidder?
- How do I Submit a W-9 Form?
- How do I Register for e-Alerts?
- How do I Access e-Marketplace?



Supplier Services Center

NEED HELP WITH SUPPLIER SERVICES?

REGISTRATION	BIDDING
<p>HOW DO I...</p> <ul style="list-style-type: none"> • Register as a New Supplier? • Register as an Existing Supplier? • Determine if I am a New or Existing Supplier? • Determine if I am a Procurement or Non-Procurement Supplier? • Obtain my Vendor Number? • Reset my Password? • Minority & Women Business Certification? <p>ADDITIONAL INFO:</p> <p>FAQ's</p> <p>Contact Us: 717-346-2676 (local) 877-435-7363 <i>Select 1 from prompt menu</i> e-mail: RA-PSC_Supplier_Requests@state.pa.us</p>	<p>HOW DO I...</p> <ul style="list-style-type: none"> • Find a Solicitation? • Submit or Change a Bid? • Add a Bidder? • Submit a W-9 Form? • Register for eAlerts? • Access PA eMarketplace? • Become a COSTARS Supplier? <p>ADDITIONAL INFO:</p> <p>FAQ's</p> <p>Contact Us: 717-346-2676 (local) 877-435-7363 <i>Select 2 from prompt menu</i> e-mail: srmhelp@state.pa.us</p>
UPDATE COMPANY DATA	MISCELLANEOUS
<p>HOW DO I...</p> <ul style="list-style-type: none"> • Create a Company Account? • Manage/Update my Account Data? • Manage/Update Administrative User Data? • Update my ACH Banking Information? • Create Additional Users? • Add a Bidder? <p>ADDITIONAL INFO:</p> <p>FAQ's</p> <p>Contact Us: 717-346-2676 (local) 877-435-7363 <i>Select 1 from prompt menu</i> e-mail: RA-PSC_Supplier_Requests@state.pa.us</p>	<p>HOW DO I...</p> <ul style="list-style-type: none"> • Submit a W-9 Form? • Learn more about D-U-N-S? • Learn more about Minority & Women Business Opportunities? • Learn more about COSTARS? • Check on status of an Invoice? <p>ADDITIONAL INFO:</p> <p>FAQ's</p>

FAQ's

Registration

Bidding

Account

Information



Proposal Package Notes

ADDRESS PROPERLY

**Include
RFP Number
Number Multiple Package
(i.e. 1 of 3, 2 of 3, etc.)
Must be Sealed**

**If delivered in person, proposal receipt is
available.**



Bureau of Minority & Women Business Opportunities

- Participation encouraged
- Disadvantaged Business Submittal
- Enterprise Zone Small Business



Department of Transportation
Kara Templeton, Director,
PA Department of Transportation
Office of Information and Fiscal
Services



IVDLS Overview

PennDOT's vision:

- Replace its legacy driver license, motor vehicle, and related subsystems.
- Enable PennDOT to perform its business operations efficiently and effectively.



IVDLS Overview

PennDOT's business includes:

- Over 9.5 million license drivers/ID card holders
- Approximately 11.3 million registered vehicles
- About \$2.2 billion in fees collected annually
- Many field locations and partners
- Centralized mail processing at the Riverfront Office Center
- Website services



IVDLS Overview

- **Current Systems:**
 - Very old
 - Outdated computer languages
 - Built in stove-piped environments
 - Not very flexible to business changes



IVDLS Overview

Offerors shall propose a phased-
approach to implement Core Business
Functions:

- Apportioned Registration/Fleets
- Dealers
- Inspections
- Placards
- Medical
- Motor Vehicles
- Driver Licensing
- Sanctions and Restoration

IVDLS Overview

The following phases shall be included for each Core Business function:

- Project Management
- Business and System Requirements
- Business System Design
- Technical Design
- Applications Configuration/Development
- Data Conversion/Synchronization, Interfaces, and Legacy System Changes



IVDLS Overview

Phases continued...

- System Testing
- User Acceptance Testing
- Training
- Implementation/Deployment
- Maintenance and Support



IVDLS Overview

- **Items to Note:**
 - Pay attention to attachments to RFP
 - Prime vendor acting solely or in conjunction with subcontractor(s)
 - Customized solution and Off-The-Shelf solutions will be considered
 - Questions? Contact DGS.



Challenges in the RFP:

- Proposal must be timely received from, and properly signed by the Offeror.
- The proposal shall consist of **three** separately sealed submittals:
 - Technical Submittal;
 - Cost Submittal;
 - Disadvantaged Business Submittal
- If you specify that the proposal is not firm for the time period specified in Part I Section 12 of the RFP, your proposal may be rejected.
- If there are any assumptions included in the cost submittal, your proposal may be rejected.



Questions

- Review of Questions
- Additional Questions
- All questions and written answers will be posted to the E-Market Place as an addendum, and shall become part of the RFP.
- Each Offeror is responsible to monitor the E-Market Place website for new or revised RFP information.



Important Dates

- Answers to Potential Offeror questions posted to the DGS website no later than this date:
Wednesday, January 26, 2011
- Sealed proposal must be received by the Issuing Office:
Christina Geegee-Dugan
Department of General Services
Bureau of Procurement
555 Walnut Street, Forum Place – 6th Floor
Harrisburg, PA 17101-1914
Monday, March 14, 2011 by 1:00 pm



Conclusion

In conclusion, I would like to re-iterate:

- Any responses provided today, must be considered unofficial until confirmed in writing and posted to E-Market Place
- If you have not already registered for E-Alerts, please do so. Receiving E-alerts is a must.