ATTACHMENT F – Demonstration Script

The following process will be followed to conduct the system demonstrations. As defined in section 4.12 of the RFP, Offerors that are above the natural point break after Stage One Scoring shall advance to Stage Two.

NOTIFICATION: The Procurement Officer shall contact the offerors that are above the point break upon the conclusion of the Stage One Scoring process.

WHEN: Offerors participating in Stage Two should be prepared to deliver the demonstration via a Go to Meeting (or similar) video conference within 10 days of notification by the Procurement Officer.

DEMONSTRATION DATA: Within 24 hours of the procurement officer notifying offerors advancing to Stage Two, the state will provide the following:

- Continuous Counting Stations (CCS), annual data
  - Wavetronix radar, volume and length based classification
  - TRS PRN file, speed by classification matrix
  - TRS PRD file, volume only
  - Peek bin file: volume, speed and class
  - One site with only 11 months of data
- Short term (ST) count files (various lengths, from 2-9 day counts) with various direction codes used by the state. There will be a variety of station configurations associated with each file type. For example some will be single lane volume, directional volume, classification data, speed data, etc. Some of the files will consist of erroneous or missing data. The system should also display the ability to load files from different traffic counting vendors.
  - Jamar PRN
  - TRS PRN
  - Peek bin file
- Copy of direction code assignments

This above data shall be used by the offeror for the purpose of demonstrating the basic functions of the proposed system as outlined in the demonstration script seen below. While the offeror should load the data and create stations prior to the demonstration to save time, the offeror must still discuss all points listed within the script.

DEMONSTRATION SCRIPT

1. **Demonstration Part 1: Creating and editing stations including batch creation:** Offerors should be prepared to demonstrate and discuss creating and editing stations. This part of the demonstration includes managing the following data fields within a station. Offerors should also address if there are ways to update individual or groups of fields with a batch change as opposed to each station individually.

   a. Station ID
   b. Station X,Y coordinates
   c. Borough
   d. City
   e. Route Name
   f. Site Description
   g. Functional Class

    h. CDS and Route ID

    i. Associated Traffic link ID

    j. Traffic link to/from

    k. Traffic link X, Y Coordinates

    l. Number of Lanes

    m. Photos

    n. Mile posts and mile points

    o. Tags searchable, drop down list

    p. Data Type

    q. Is there a field/text box available to make notes for individual counts (ex., count went up in volume due to new business in 2015)

    r. How to search for stations, both individually or by group

    s. Adding/removing stations from groups for batch changes or reports

2. **Demonstration Part 2: Direction Code Structure:** Offerors should be prepared to demonstrate and discuss how the current direction code structure will be incorporated into the proposed system or if any changes to the directional code will be needed in order to properly upload all types of data.

3. **Demonstration Part 3: Upload Methods:** Offerors should be prepared to demonstrate and discuss the available methods to upload data files to system to include the following:

    a. Is there a confirmation screen once data is loaded?

    b. How would the user diagnose upload errors?

    c. What lengths of intervals can the system load? Hourly? 15 minute? Per vehicle records?

4. **Demonstration Part 4: Quality Control Features:** Offerors should be prepared to demonstrate and discuss the quality control checks within the system with both continuous and short term data to include the following:

    a. Are there automated QC checks? If yes, what are they?

        i. Can these thresholds be adjusted by the user? By individual stations? By groups of stations?

    b. Where can the user look at the raw data associated with the count for manual QC?

    c. How can data be manually entered into the system?

    d. How are "bad" days eliminated? Are they filtered out for statistical calculations? Are the days deleted? Is all the data loaded into the system deemed "acceptable?"

        i. Can we overwrite filters? Can they be deleted?

5. **Demonstration Part 5: Annual statistics for Stations:** Offerors should be prepared to demonstrate and discuss the methodology for calculating annual statistics.

    a. CCS

        i. Which formula is used for calculating AADT?

        ii. Is a MADT calculated?

        iii. How does the system seasonally factor classification data?

        iv. What if the CCS count is missing 1 (or more) month of data?

        v. How do we create seasonal factor groups?

    b. ST

       i. Are partial days included during the process? How are they used? Does all data from a count need to be collected in the same month?

      ii. Does the system recognize how many days are available in a ST count, if seven days is a DOW factor still used? What about 7+?

     iii. What is the shortest possible duration of a count to still be used in calculating annual statistics?

     iv. How is truck percentage calculated (related to 5.a.ii)?

  c. Both types of counts

       i. D factors

      ii. K factors

     iii. Peak Hour Factor- if yes, what is the time interval for calculation?

     iv. How to delete statistics after calculation?

      v. Can the user enter statistics manually?

  d. Axle factors

       i. How are they generated? Axles/vehicle? Truck percentages?

      ii. How do users handle groups for assigning these factors?

     iii. How is a station impacted if it fluctuates between collecting classification data and axle based volume only data?

  e. Growth factor

       i. Does the user generate growth factors for stations?

6. **Demonstration Part 6: Annual Statistics for Segments (HPMS):** Offerors should be prepared to demonstrate and discuss the methodology for calculating annual statistics for HPMS.

  a. How does the system generate HPMS traffic data fields 21-28 for HPMS export?

       i. If segment AADT is estimated, how does that process work? Is it estimated based on historical route data? Regional data? Statewide?

      ii. If the count is on rotation and not calculated for a given year, how do the values get assigned to the segment (AADT, truck breakdown, etc.)?

     iii. Is the user able to edit the data fields? Can they manually assign values?

7. **Demonstration Part 7: Reporting:** Offerors should be prepared to demonstrate and discuss how to generate reports outlined in original RFP.

  a. Raw data exports

  b. Mass data export

  c. Monthly traffic

  d. Historical trends

  e. DOW, Month of Year, Hour of day

  f. Truck %

  g. Vehicle Miles Traveled (VMT)

  h. Speed Data

  i. TMAS

  j. HPMS

8. **Demonstration Part 8: System Access:** Offerors should be prepared to demonstrate and discuss system access to include:

   a. Are there different levels of access to the system? For example is there a system in place to enable a user not employed by the state (ex., contractor or municipality) to upload data to the system but do nothing else?

9. Demonstration Part 9: System Backup: Offerors should be prepared to demonstrate and discuss the process for backing up data and how often backs up occur.

10. **Demonstration Part 10: Data Migration:** Offerors should be prepared to demonstrate, discuss, and provide an outline the data migration process from the current traffic system to the proposed system.

11. **Demonstration Part 11: ESRI Synchronization:** Offerors should be prepared to demonstrate and discuss how would the new system be synchronized with ESRI Roads and Highways and how further updates to the network be handled in the future?

12. **Demonstration part 12: Optional Features:** Offerors should be prepared to demonstrate and discuss any additional features the software has that would be of interest to the state, some examples are listed below:

    • Polling software for CCS
    • Public portal for data
    • Ability to incorporate real time data
    • Ability to include turning movement counts in the system
    • Can the system generate a yearly schedule for counts to be counted?

13. **Demonstration Part 13: Scenarios:** Offerors should be prepared to demonstrate and discuss the following scenarios:

    a. **Scenario 1:** A counter failure at a CCS site caused no July data to be reported for the month. This site has a reliable history of data collection and the TDP team would like to include the site into the annual statistic calculation and have it contribute a seasonal factor. Demonstrate and discuss how this would be accomplished.

    b. **Scenario 2:** A short term count was set on the roadway. When checking on the count, staff noticed an issue with the pneumatic hose that impacted the collected data. The site was reset and remained in the field for another full week. Once the file is uploaded staff realize the count had 2 good days of data before the hose failure, followed by 3 bad days until it got fixed, followed by another 7 days of good data (after it was reset). Demonstrate and discuss how would the staff should proceed to utilize as much good data as possible from the count?

    c. **Scenario 3:** A field office realized they were short in the coverage of their counts and need to add 20 counts to an area. Demonstrate the following:
       i. How would they go about adding the counts?
       ii. Would they be able to have a batch upload?
       iii. What about updating the data fields?