



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
REQUEST FOR INFORMATION
FOR
ELECTRONIC BULLETIN BOARDS**

**RFI # 40100-29200
March 30, 2021**

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department of Transportation (TDOT), issues this Request for Information ("RFI") for the purpose of soliciting information on an enterprise strategy for a workplace scalable electronic digital signage solution. We appreciate your input and participation in this process.

2. BACKGROUND:

The Department is seeking a one-to-many technology solution to improve internal communications with employees within the agency across the ninety-five (95) counties of Tennessee. About 40% or 1,600 of TDOT's 4,000 workforce does not currently have a state-issued technology device. Our agency has county field offices in 95 counties, eighteen (18) District offices, four (4) Regional offices in Knoxville, Chattanooga, Nashville, and Jackson, and a Headquarters office in Nashville. The Department is currently evaluating how to produce and deliver organizational messages and campaigns on behalf of management to keep employees informed and motivated.

We would be interested in leveraging our current hardware in each of these areas, which consists of a VIZIO V555-G1 55" Class-V Series LED TV-Smart TV-SmartCast3.0-4K UHD (2160p) 3840x2160-HDR-full array. If possible, we would be interested in retro-fitting the current technology equipment or adding equipment to create a touch-screen environment for our staff.

TDOT seeks to drive employee engagement among our employees and create connections for our diverse work groups across the state. We have a combination of professional, para-professional, and field operations skilled workers across the state. For staff without technology devices, we seek to fill the gap with a technology solution to provide relevant, creative, and informative content. A "Day in the Life" for these employees begins at a field office with a safety, equipment, and work planning kick-off meeting, transitions out of the office to the work location in the field, then comes back to the field office to end their day to finalize paperwork and clean-up equipment.

We would like respondents to present TDOT with different scenarios and solutions for consideration.

3. COMMUNICATIONS:

3.1. Please submit your response to this RFI to:

Jennifer Garrison
TDOT Procurement and Contracts Division
J.K. Polk Building
505 Deaderick St., Nashville, TN 37243
Jennifer.Garrison@tn.gov (email is the preferred submission method)

3.2. Please feel free to contact the Department of Transportation with any questions regarding this RFI. The main point of contact will be:

Jennifer Garrison
TDOT Procurement and Contracts Division
J.K. Polk Bldg.
505 Deaderick Street
Nashville, TN 37243
p. 615-532-8165
c. 615-924-4493

3.3. Please reference RFI # 40100-29200 with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		March 30, 2021
2.	RFI Response Deadline		April 20, 2021
3.	State Schedules Oral Presentations		April 27, 2021
4.	Oral Presentations held at: TDOT Region 3 Auditorium 6601 Centennial Boulevard Nashville, TN 37243-0360 Phone (615) 350-4300 *Or will be scheduled virtually		May 4, 2021 – May 6, 2021

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

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TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. Please provide a brief description of experience providing similar scope of services and products.

4. Are your devices connected via Wi-Fi or hard lined?

5. Describe your ability to vary layout and design to allow creative use of content as well as utilization of established templates.

6. Please describe your systems ability to create messages on a general centralized scale as well as an individual localized scale.

7. Please describe your compatibility with live feed video?

8. Discuss the ability to allow content management to be shared among several individuals across the Department, possibly with access privileges and permissions.

9. Discuss the ability to schedule content based on time of day patterns to create impactful messaging.

10. Please describe your solution for interactive capability via touch screen technology?

11. Does your solution offer integration with existing systems?

12. Does your solution offer a learning management system compatible with the software?
Example: scan code, QR code, etc.

13. What type of media player is required?

14. Does your solution provide the opportunity for redundancy on different platforms? Push to phones, screen savers, etc.

15. Please describe your compatibility with existing Apps, and does your solution include an App as well?

16. Please describe your systems ability to provide multi-lingual content and messages.

17. Please discuss your system's security features and content approval structure that would be available.

18. What type of router is recommended to effectively run your system?

19. What is your minimum recommended internet speed for device?

COST INFORMATIONAL FORM

1. Describe the typical pricing units and/or range for similar services or goods.
2. Describe your pricing range and structure including annual fees, upgrades, subscriptions.
3. Is your solution a device based or user-based fee structure?

ADDITIONAL CONSIDERATIONS

1. Please provide input on alternative approaches or additional things to consider that might benefit the State.