

# BAIID BEST AND FINAL OFFER (BAFO) ADDENDUM TO MVSO 291E-22

**Instructions for Submitting a BAFO**

If you wish to submit a best and final offer (BAFO), please incorporate the following format and additional details to the outlined questions. If you do not submit a BAFO, your current solicitation will be considered your BAFO.

**Due Date: May 4th via HlePro**

Title your BAFO submission as **“Attachment 5”**

If you are including additional proprietary information or confidential information, please use a separate attachment labeled **“Attachment 6”**

Please refrain from incorporating irrelevant information or using subjective terminology in your best and final offer.

<b>Attachment number and page limit</b>	<b>Contents</b>
<p><b>Attachment 5</b> (required) Page limit: 75 pages Text Arial 12, pictures, hyperlinked references are allowed.</p>	<p>Statement of Work (SOW) outline</p> <ol style="list-style-type: none"> <li>1. Table of Contents</li> <li>2. Offer Checklist <i>Scope of Work</i></li> <li>3. Management Approach</li> <li>4. Technical and Device</li> <li>5. Education and Training</li> <li>6. Expense and Price</li> <li>7. Acknowledgement of Contractual Duties if Awarded Section 7 &amp; 8 of the RFP</li> </ol>
<p><b>Attachment 6</b> (optional) Page limit: 25 pages Text Arial 12, pictures are allowed.</p>	<p>Proprietary/ trade secrets or confidential pictures.</p>

Please submit your BAFO which includes information previously submitted under Management Approach, Technical and Device, Education and Training, Expense and Price, and include information pertaining to the statements below in each of the sections. For purposes of clarity, you may highlight or bold responses to the following requests within your scope of work.

Statement of Work (SOW) outline

**Management Approach**

1. Explain if and how you can provide monitoring authority to agencies outside the Department of Transportation.
2. Explain the process of monitoring and reporting tampering and circumvention events to proper authorities.
3. Explain how your company would work to ensure BAIID compliance.

#### **Technical and Device**

1. Explain how you as a vendor plans to ensure that technical specs and the devices are capturing appropriate information and data, and what stoppers or notifications your system has in place to identify violations and notify enforcement and monitoring authority of violations.
2. Explain in detail camera placement options and capturing angles of the driver (BAIID permittee), including system verification of BAIID permitted driver. Ensure the camera can be moved for safety reasons, so it doesn't obstruct the driver's view out the windshield and still is able to capture a quality picture that would match up with permittee profile picture. Include sample photos of profile and driver and any system identification verification.

#### **Education and Training**

1. Explain processes for BAIID client training with limited English language proficiency and include samples of client understanding or acknowledgement
2. Provide process plan to both train and agree upon procedural communications for Prosecutors, Judiciary, Law Enforcement, Department of Transportation, ADLRO and Motor Vehicle Licensing

#### **Expense and Price**

1. In tiered pricing, include details to "other costs" and explain how your agency will deliver capacity and capability to all service centers.
2. Please include pricing for all tiers, and include any costs, requirements, parameters, or limitations for tiers listed in the RFP/ solicitation.
3. Demonstrate a basic financial health of their business and assure they will be able to provide BAIID services for the state of Hawaii for a minimum of 5 years.

#### **Acknowledgement of Contractual Duties (if awarded)**

Please include in your BAFO that you have read and acknowledge, if awarded, the responsibilities listed in Section 7 and Section 8 of the original Request for Proposals (RFP).