



State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387

**ADDENDUM #1**

**RFP # 7547369**

**TITLE: DEVELOPMENT & IMPLEMENTATION OF A  
TRANSPORTATION ASSET MANAGEMENT PLAN  
(TAMP) AND SUPPORT SERVICES**

**SUBMISSION DEADLINE: 1/24/14 – 11:30 A.M.**

Prospective bidders and all concerned are hereby advised of the attached changes/modifications to the above referenced RFP:

- Clarification (Q & A 1-12)
- Attendance Sheet
- Rhode Island Department of Transportation NHS data inventory

A handwritten signature in cursive script, appearing to read "Lisa Hill".

**LISA HILL  
CHIEF BUYER**

**Bidders must include a signed copy of this addendum with their proposal submission as acknowledgment.**

\_\_\_\_\_  
**Company Name (Print)**

\_\_\_\_\_  
**Signature of Authorized Representative**

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
RIDOT Addendum Notification

**7547369 –Development and Implementation of a Transportation  
Asset Management Plan (TAMP) and Support Services**

Per the issuance of Department of Transportation ADDENDUM # 7547369A1 the following changes are noted:

- **CLARIFICATION**  
Attached responses 1 through 12 will clarify questions and comments discussed at the Pre-Bid Conference held January 7, 2014.
- **ATTENDANCE SHEET**  
Courtesy copy of Attendance Sheet from Pre-Bid Conference held January 7, 2014.
- **ATTACHMENT**  
Current RIDOT NHS data inventory hereby attached for review and use.

APPROVED:



1/10/14

Robert A. Shawver, P.E.  
Administrator, Planning & Finance

ADDENDUM # 7547369A1  
RI Department of Transportation  
January 10, 2014

**TO ALL RESPONDENTS:**

The Rhode Island Department of Transportation (RIDOT) is seeking to acquire professional consultant services (CONSULTANT) to develop a **Transportation Asset Management Plan (TAMP)** that complies with MAP-21 and accords with current and future Federal Highway Administration (FHWA) guidance for developing a TAMP as well as to provide other related tasks and deliverables. The TAMP shall focus on highway and highway-related assets on the NHS and Non-NHS state and municipal roads that are eligible for Federal Aid. Other physical assets, including maintenance facilities and equipment, drainage facilities, TMC devices (camera, electronic message signs etc.) and guardrails, shall be included in the TAMP provided data is ready and available and RIDOT determines that the inclusion of the additional data will not delay the final development of the TAMP. At this time no transit assets will be included as part of the RIDOT TAMP. In addition to the TAMP, the CONSULTANT will also be required to develop an **Asset Management User Manual (MANUAL)** that clearly and simply defines asset management practices and establishes a working protocol for utilization within RIDOT. This MANUAL will be considered a living document that will require updating as required to maintain compliance with MAP-21 requirements and applicable federal regulations

RIDOT anticipates the award of ONE (1) CONTRACT that will have a completion date of **EIGHTEEN (18) MONTHS** after the date of authorization to commence work. RIDOT, at its discretion, may elect to renew this Contract annually for two (2) additional years.

In line with the Scope of Services requested, Respondents are instructed to submit a **Technical Proposal** along with a **separately sealed Price Proposal** to the Department of Administration Office of Purchases by **FRIDAY, JANUARY 24, 2014 no later than 11:30 AM.** Submission package should be clearly labeled as to **Bid # and Project Description.**

Hard copies of **Technical Proposal ("Original" + 6 COPIES)** MUST be bound in a single volume and limited to **25 PAGES** in length exclusive of "exhibits" which must also be tabbed and included in bound submission. Proposal pages must be numbered in consecutive order and must contain a Table of Contents that cross references each requirement with specific pages in the submission. The 25 PAGE technical narrative should focus on the **selection criteria identified on PAGE 11 of the RFP.** Technical evaluation and scoring will be based on elements defined under each criterion. **Technical Proposal** must also be submitted on CD ROM also clearly labeled and included on the inside cover of each technical submission.

Separately sealed **PRICE Proposal (THREE (3) HARD COPIES ONLY)** shall be fully completed and authorized using the format provided in RFP. Price submission shall also be clearly labeled as to **Bid # and Project Description.**

**TECHNICAL and PRICE Proposals will be evaluated separately.** All Price Proposals received will remain sealed at DOA until such time as technical scoring has been completed. Only firms receiving qualifying technical scores of **60 POINTS** or more will advance to the price evaluation phase. Firms who do not qualify will be disqualified from any further consideration. At RIDOT'S discretion, the top ranked candidate firms may be called in for formal interviews before finalizing technical scoring. RIDOT will provide an advance 10-day notification of date/time of formal presentation; each firm will be responsible for all costs associated with the preparation, submission, travel and execution of the work necessary to provide their presentation to RIDOT.

Each Respondent **must** include the **RIVIP BIDDER CERTIFICATION COVER FORM -all 4 Pages-** signed, completed and submitted along with TECHNICAL PROPOSAL submission. **"ORIGINAL" RIVIP FORM** should be presented separately -unbound for Purchases review and ownership AND a **"COPY" of the RIVIP FORM** should be included in **EACH** technical submission. Respondents must register on-line at the RIVIP'S Internet website [www.purchasing.ri.gov](http://www.purchasing.ri.gov) to access RIVIP Form. Should there be a need for assistance in registering or downloading any document, please contact the RIVIP HELP DESK @ (401) 574-8100 for technical assistance.

The following required **FORMS** - included in the RFP - **MUST** be completed and included in each **Technical Proposal** submission.

- **CERTIFICATION REGARDING DISCLOSURE OF LOBBYING ACTIVITIES (SFF-LLL)**
- **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY & VOLUNTARY EXCLUSION**
- **CONFLICTS DISCLOSURE FORM**
- **CERTIFICATION FOR TITLE VI ASSURANCE**

Additionally-

- A **W-9 FORM** is also required but should be submitted "unbound" for DOA review. Copies of W-9 need **NOT** be included in each technical submission.

Additionally, in accordance with RI General Laws, no **FOREIGN CORPORATION**, (a corporation established other than in RI) does not have the right to transact business in RI until it has procured a **CERTIFICATE OF AUTHORITY** from the **OFFICE OF THE SECRETARY OF STATE (401) 222-2357**. If applicable, a copy of the Respondent's Certificate of Authority **MUST** be Included as part of the technical submission behind the front page of each copy of the Proposal for immediate review.

If you do not possess Certificate, your firm must acknowledge **NON-COMPLIANCE** with this requirement and confirm in writing that if selected you will expedite acquisition of Certificate of Authority **prior to award**. This letter of acknowledgement must also be included behind the front page of each copy of the Proposal.

Additional questions may be posted to the RIDOT website @ [www.dot.ri.gov](http://www.dot.ri.gov) through steps outlined in RFP. The Q&A Forum will disable 7 full calendar days prior to the due date for this project; **therefore the closing date for this project is MIDNIGHT on JANUARY 17, 2014**. A determination will be made by RIDOT, in coordination with Purchases, whether an addendum will be required.

1. Q – Does RIDOT have any specific NHS data available for asset inventory?

*A – All available data is hereby attached for use in preparing proposal submission.*

2. Q – Is adherence to the Foreign Corporation requirement applicable to the Prime Consultant only?

*A – YES.*

3. Q – Is travel reimbursement limited to "mileage" only?

*A – YES. Any other travel considerations should be integrated into CONSULTANT'S proposed fully inclusive rates. It should also be noted that although in-person meetings will be required it is also anticipated that a majority of communication will be done via e-mail and teleconferencing.*

4. Q – When does RIDOT anticipate a final selection/award will be finalized?

*A – The tentative award date for this contract is set for on or before MAY 1, 2014 depending on the number responses received and the approval process required.*

5. Q - Are the Title Page and Table of Contents considered part of the 25 PAGES?  
A - **NO.**
6. Q - Please elaborate on the Draft STIP Sections task requirement cited on Page 15 of RFP?  
Does requirement mean entire STIP or partial draft?  
**A - The CONSULTANT shall draft sections of the State Transportation Improvement Plan (STIP) as it applies to the development and maturity of the TAMP. The Draft is "for consideration only" and may be included in STIP in part or in whole.**
7. Q - The MANUAL requirements states that it should be "web-based". Will RIDOT or the CONSULTANT host the website it appears?  
**A - RIDOT.**
8. Q - The MANUAL must also be readable by mobile devices. What is the preferred format?  
**A - Android operating system is preferred for touchscreen mobile devices such as smartphones and tablet computers.**
9. Q - Will there be interaction expected between the MPO and the CONSULTANT?  
**A - The MPO is part of RIDOT'S Asset Management Council and will be present at the project monthly meetings. At this time there are no separate meetings anticipated with CONSULTANT.**
10. Q - Is disclosure of "current workload" applicable to the FIRM or to the INDIVIDUALS to be assigned this project?  
**A - Full disclosure of current active projects is applicable to the FIRM however the availability of staff in terms of percentage of time to be expended by personnel assigned is also requested.**
11. Q - Would any field work be required of the CONSULTANT?  
**A - Field work may be required as part of the proposal. If additional field work is required to develop asset inventory a separate task would be negotiated in addition to the original scope.**
12. Q - Are there estimates available of the actual "NHS" and "Non-NHS" roadways?  
**A - Estimated miles for NHS roadways are 575 ±. and for Federal-aid eligible Non-NHS 1200 ±.**

**-END-**

RIDOT Asset Inventory

Asset Types	Sub-committee	Chair	Status of Asset Inventory
Bridges	Better Bridge Group	David Fish	All data is available through the PONTIS program (NBI & Non-NBI).
Tunnels	Better Bridge Group	David Fish	No current inventory exists.
Structures such as retaining walls, culverts (5 feet or +), dams, slops, foundations, embankments,	Better Bridge Group	David Fish	No current inventory exists.
Bike Path Facilities including signage, fencing, crosswalk alert signals, counters.	Bike/Pedestrian Program	Steve Church	No current inventory exists.
Drainage facilities (under 5 feet), culverts, outfalls, stu, detention ponds	Highway	Vin Palumbo	No inventory of culverts exists, approximatly 75% of catch basins and ditches. 80% of outfalls. All storage treatment units. Partial inventory of detention ponds
ADA compliant curb ramps and sidewalks	Highway	Vin Palumbo	Inventory exists as part of the ADA inventory. Data collected has been collected over several years and needs to be updated
Train Station	Maintenance/Property Management	Joe Baker	Train Station locations exist in GIS. Inventory of building and facilities does not exist.
Park N' Ride Lots	Maintenance/Property Management	Joe Baker	Complete inventory of Park N Ride locations exist in GIS.
Property along Right of Way, including: paths, rest areas, landscaped areas, Adopt-A-Spots, billboards, cell towers	Maintenance/Property Management	Joe Baker	No inventory of ROW exists. Data from pilot project for I-195 and Route 116 exists. Adop - A -Spot inventory exist. No inventory of landscape areas.
Street lighting	Maintenance/Property Management & Bridge	Joe Baker	Approximately 90% of highway lighting collected.
Maintenance buildings and equipment (Rolling Stock)	Maintenance/Property Management	Joe Baker	Inventory of maintenance buildings currently underway.
Pavements, including bicycle lanes and paths	Pavement Management	David Capalbo	Inventory of highway pavement conditions completed with approximately 40% of pavement structure inventoried. Incomplete inventory for bike lanes and bike path pavement conditions.
Document Management, including as-built plans, record containers	Records Management	AmyThibeault & Steve Kut	Document library of historical plans through 200x exists. Currently limited number of new documents being entered into system
Barriers, guardrails, and medians, attenuators	Traffic Safety	Bob Rocchio	No inventory of barriers, guardrail, or medians exist. Inventory of attenuators completed.
Road signs	Traffic Safety	Bob Rocchio	Approximately 80% of highway signs collected from 2011 Video log.
Pavement markings, roadside delineators	Traffic Safety	Bob Rocchio	No inventory exists for pavement markings or delineators.
Traffic signals and control equipment	Traffic Safety & Maintenance	Bob Rocchio	Complete inventory of traffic signals and equipment exists
Sign structures, and high-mast light poles	Traffic Safety & Bridge Engineering	Bob Rocchio	Partial inventory of sign structures and high mast poles exists in GIS.
Intelligent transportation systems (ITS); dynamic message signs, variable message signs, closed circuit video equipment, radar vehicle detectors, roadside motorist advisory signs.	Transportation Management Center & Bridge Engineering	Michael Wreh	Complete inventory exists
Staffing Resources		Christos Xenophontos & Kathleen Sisson	



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One Capital Hill  
Providence, RI 02908

"NON-MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

7547389	Development & Implementation of Transportation Asset Management Plan (TAMP) and Support Services
1/17/2014 @ 1:30 P.M. at the RIDOT Transportation Management Center	

Lisa Hillie

1:31 PM

2:00 PM

1	DOT-Purchases	Lisa Hillie	1 Capital Hill	Lisa.hillie@purchase.ri.gov	514-8118	
2	BETA Group	Paul Brennan	6 Blackstone Valley Pl	pbrennan@beta-ri.com	401-333-2382	
3	BETA Group	Anthony Garino	6 Blackstone Valley Pl	agarino@beta-ri.com	401-333-2382	
4	Cambridge Systematics	Nathan Higgins	100 Cambridgeport Dr 1005 R Massachusetts St Suff 4-01 Arlington, MA	nhiggins@camsys.com nphillips@camsys.com	617-234-0124	
5	Spy Road Partners	Hyun-A Park	11	hpa@spyroadpartners.com	617-580-4857	
6	11	Bill Robert	7835 WINTSTARY DUSTIN 07	billr@spyroadpartners.com	617-500-4853	
7	Gordon Proctor/Assosci	Gordon Proctor	181 Ballouville St Suite 208 Waltham, MA 01857	gproctor@proctor.com	617-313-6421	
8	GPT	John Deez	101 Hummich Drive Rocky Hill CT 06867	john@proctor.com	918-570-2953	
9	Collins ENER	RALPH PHILLIPS	101 Hummich Drive Rocky Hill CT 06867	rphillips@collinsener.com	860-571-0384	
10	Ridot Asset Manager	John Preiss	2 Capital Hill Ave	john.preiss@dot.ri.gov	(401) 222-3025	
11	DOT-contracts	Lucy Murray	200 Capital Hill Ave	lucy.murray@dot.ri.gov	(401) 222-3495	x4406
12	VHB	Sharet Patel	10 Doriane St	sharet@vhb.com	401-272-8100	
13	RIDOT - PMD	Norman Marzano	2 Capital Hill Prov	norman.marzano@dot.ri.gov	401-222-2468x431K	
14	FHWA	Carey Bobba	380 Westminster St Prov, RI 02903	carey.bobba@dot.ri.gov	401-528-4577	
15	RIDOT	Kimberly Valdenas	2 Capital Hill Prov	kimberly.valdenas@dot.ri.gov	401-222-2495	
16	Michael Baker Int	Kyle Turschman	500 Enterprise Dr Pawcatuck CT 06207	kturschman@michaelbakercorp.com	860-257-2405	



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 Division of Purchases  
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 Providence, RI 02888

**"NON-MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET**

7547369  
 Development & Implementation of Transportation Asset Management Plan (TRAMP) and Support Services  
 1/17/2014 @ 1:30 P.M. at the RIDOT Transportation Management Center

17	STEVE FRYBERGER	PATTY STEEBE	2374 POST RD WATERBURY, RI 02886	PATRICIA STEEBE STEELCOLUMBIARIV.RI	401-773-7860 X 10	---
18	RIDOT	Christos Xenophon				
19	JURINO GROUP	STEVEN BAKER	435 NUTTATA STE PROV. RI	SBAKER@JURINO GROUP.COM	401-885-5840	---
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