



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 #2**

**RFP # 7549000**

**TITLE: ALCOHOL IMPAIRED DRIVING EDUCATION PROGRAM AND STATEWIDE  
PUBLIC OUTREACH**

**SUBMISSION DEADLINE: 10/15/14 – 11:30 A.M.**

- QUESTIONS AND ANSWERS FROM THE PRE-BID CONFERENCE AND WORKSHOP ARE ATTACHED.
- ATTENDANCE SHEETS FROM PRE-BID CONFERENCE ON 9/16/14 AND WORKSHOP ON 9/17/14 ARE ATTACHED.

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 acknowledgement.

\_\_\_\_\_  
**Company Name (print)**

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

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
RIDOT Addendum Notification

**7549000 - FFY 2015 Alcohol Impaired Driving Education Program  
and Statewide Public Outreach  
(MULTIPLE CONTRACTS ANTICIPATED)**

Per the issuance of Department of Transportation ADDENDUM # 7549000A2 the following changes are noted:

• PUBLIC MEETING Q&A

Attached responses 1 through 17 will clarify questions and comments discussed at the following public events hosted by RIDOT for the purpose of clarifying the intent of this Request as well as the evaluative criteria to be used in the application review process:

<b>PRE-PROPOSAL MEETING:</b>	<b>DATE:</b> September 16 <sup>th</sup> 2014 <b>TIME:</b> 10:00 AM - 11:00 AM	<b>LOCATION:</b>	<b>RI Department of Administration 2<sup>nd</sup> Floor, Conference Room "B" One Capitol Hill Providence, RI 02908</b>
<b>COMMUNITY WORKSHOP:</b>	<b>DATE:</b> September 17 <sup>th</sup> 2014 <b>TIME:</b> 3:00 PM - 4:00 PM	<b>LOCATION:</b>	<b>John Hope Settlement House 7 Thomas P. Whitten Way Providence, RI 02903</b>

• ON-LINE Q&A FORUM

Any pertinent questions may still be posted at RIDOT'S "Bidding Opportunities" web page accessible at [www.dot.ri.gov](http://www.dot.ri.gov) and follow the link to "?" to submit questions for this solicitation. Responses to questions submitted for the subject project will also be posted under the same questions menu. The Q & A Forum will disable 5 FULL CALENDAR DAYS prior to the due date for this project. Therefore, questions will not be accepted after NOON on OCTOBER 9, 2014.

• ATTENDANCE SHEET

Courtesy copies of Attendance Sheets from the aforementioned ALCOHOL IMPAIRED Public Meetings held on their respective scheduled dates.

APPROVED:

  
Kazem Farhoumand, P.E.  
Chief Engineer

9/22/14  
DATE

Due to the success of the SEATBELT initiatives in increasing seatbelt usage, it was determined to utilize this same process to encourage behavioral changes relative to **ALCOHOL IMPAIRED driving**. Unlike the SEATBELT RFP, services under this Grant are not tied to any particular communities or organizations but Applicants must be registered as non-profit organizations with the Secretary of State's Office and applications shall outline community-based interventions designed to develop programs to educate the public about the risks of drinking and driving. The safety message presented through each Applicant's proposed initiative(s) should encourage and persuade behavioral change with regard to sober driving. The targeted demographic under this Grant is **21-34 males** and activities proposed shall require a minimum impact/reach of **500 people**. Evaluation will focus on Applicant's relationship with the community or organization especially in terms of how this initiative will be integrated and utilized with regard to promotion of sober driving.

Based on the scope of work and requirements cited in the RFP, Applicants will be required to submit a completed and typed **HS-1 APPLICATION** inclusive of the required attachments and complete cost information. HANDWRITTEN APPLICATIONS WILL NOT BE ACCEPTED.

All activities shall be planned and executed by September 30, 2015, the close of the Federal Fiscal Year (FFY) and must include performance measures that generate measurable results; all activities shall be evaluated and invoiced by October 15, 2015. Time extensions into the next FFY are allowed but must be requested in writing no later than September 1, 2015.

If you are selected as an FFY 2015 Grant Recipient, any subsequent changes to your approved grant activities and/or personnel assigned to your initiative must be submitted in writing to the RIDOT/OHS for advance approval.

RIDOT/OHS requires that the proposed dollar value of each HS-1 Application submitted range in total dollar value between \$5,000.00 to \$40,000.00. The sum of all individual grant awards issued as a result of the solicitation shall not exceed a total aggregate amount of **\$150,000.00** for FFY 2015 selected initiatives under this RFP.

In defining your personnel costs associated with your initiative, you may either use a current federally approved Indirect Cost Rate (ICR), if available, or you may use a maximum 10% ICR and apply this to your base salary costs. A complete breakdown of personnel costs by person and associated hours/salaries must be defined in your proposed budget.

Also per NHTSA regulations, any promotional items bought as part of your proposed initiative must be purchased in line with the federal "**BUY AMERICA**" requirement which states that any item purchased with federal funding shall be manufactured in the United States. If any promotional items are proposed, Applicants are required to provide either certification from the manufacturer or proof identification on the product or product packaging to backup up charges for eligible reimbursement. Additionally, your "choice" of item will be reviewed by NHTSA to determine if it is an allowable expense. Items purchases through this Grant must have a secondary purpose – either educational usage or safety related. For example, pens or t-shirts would not be allowable but a reflective item with a safety message would be acceptable.

Although the Grant term commences on October 1<sup>st</sup> (start of FFY 2015), given the timing of this selection and the eventual award process needed to execute the final Purchase Orders for each

Grant Recipient, RIDOT/ OHS recommends that the timeline of your initiatives should commence starting on JANUARY 1, 2015 to give you a more accurate calendar for planning and executing your events.

In addition to the technical and financial information presented in your Application, Respondents must also complete and submit the following **FORMS** and include in EACH submission received (ORIGINAL and COPIES):

- **RIVIP FORM**
- **LOBBYING**
- **DEBARMENT**
- **CERTIFICATION FOR TITLE VI ASSISTANCE**
- **CONFLICTS DISCLOSURE STATEMENT**

In addition Applicants are required to submit a completed:

- **W-9 FORM** - only **ONE (1)** original W-9 FORM is required and shall be submitted "**unbound**"; copies need not be included in application copies due to confidential nature of this document.

Applicants shall also provide a **ONE (1)** Copy of your **Annual Financial Operating Budget** to ensure that your organization has the financial capacity to provide the services proposed.

Each Applicant will be required to submit an "**ORIGINAL**" plus **SIX (6) COPIES** of their final HS-1 APPLICATION for RIDOT evaluation per criteria cited in the project RFP. The application deadline is **Wednesday, OCTOBER 15, 2014 no later than 11:30 AM.** Application submissions may be either mailed or hand-delivered in a sealed envelope citing *BID NO* and *TITLE* to the **RIDOA, Division of Purchases, 2<sup>nd</sup> Floor, Providence, RI 02908.** All packages will be "**time stamped**" upon receipt; any packages received after the imposed deadline will not be accepted.

1. Q – Is this ROUND 1 services solicited for this Grant?

**A – YES. This is the first public solicitation for this Grant.**

2. Q – Targeted group is cited at 21-34 males. Is it possible to extend down to as young as 18 YEAR OLDS, specifically college age students??

**A – NO. For this particular Grant, the focus is on males ages 21-34 YEARS OLD. Possibly this could be a proposed initiative for an under \$5K Grant. For more information, please contact Mr. Elvys Ruiz @ (401) 222-3024 Ext. 4441.**

3. Q – Can you combine the two grants (SEATBELT and ALCOHOL) if you are using the same strategy?

**A – A single organization can submit an application for both grants. The organization still has to submit one HS-1 application per RFP. The work and strategies could be performed simultaneously. However, each grant proposal should be able to stand by itself; since there is no guarantee that both grants would be awarded.**

4. Q – What is the average Grant size?

**A – Any Grant application is acceptable up to \$40,000.00 but the TOTAL AWARDS to the successful Grant recipients can not exceed \$150,000.00.**

5. Q – What are samples of possible promotional incentive items that could be included as part of alcohol related program?

**A – RIDOT/OHS suggests that Applicants not rely on creating incentives in designing your program.**

6. Q – Are there any existing drinking and driving videos available to Applicants?

**A – YES. Videos are available at the DOT website @ <http://www.dot.ri.gov/community/safety/safetyyou.php>.**

7. Q- Is the use of Billboards acceptable to promote messaging?

**A – The use of Billboards is discouraged since RIDOT already promotes safety messaging for multiple grants using this media during their scheduled campaign periods. Duplicative efforts may result in misinterpreting the messaging intended for this Grant.**

8. Q- Can you work with a University within the community to either use their resources, such as student newspapers, or partner with them on an event as part of a proposed initiative?

**A – YES. However, the focus of the event selected must be highway safety related specific to alcohol impaired driving.**

9. Q- Does the 500 reach minimum have to be persons in the targeted 21-34 age group?

**A – NO. All persons present will count but Applicants should focus their activities and presentations to reaching the targeted 21-34 males.**

10. Q- Is it actual contact with person that counts OR is it the behavioral change as shown in post survey results??

**A – The ultimate goal of these grants is to change behavior. However, the number of contacts that a project will reach needs to be documented. RIDOT/OHS will monitor the number of people contacted and will compare with the proposed number in the grant application as one of the performance measures of the project.**

11. Q- Will the "hard copies" of survey results be required as part of formal reporting?

**A – NO. However, hard copies should be in your file in case follow-up is needed on any of your survey results.**

12. Q- What requirement is needed for an Applicant located outside of Rhode Island?

**A- Any Vendor established outside of RI must register as a foreign corporation with the Secretary of State's Office. Proof of this registration must be incorporated as part of your Application. If your registration has not been processed by the time you submit your Application, you may submit the registration application as evidence but if selected you must be fully-registered before your contract can be awarded.**

13. Q - What would be an allowable promotional transportation expense without promoting drinking?

**A – Samples could include providing discount cab fare coupons (Uber, Hailo, Lyft etc) allowing patrons to pre-purchase coupon packet or advertising these cab services to discourage driving could be paid under this Grant. You could also partner with the Drivers of these cab services to promote message and target the designated age groups. Create an "APP" that you can track the number of people who download.**

14. Q- How will you measure the reach for these samples cited?

**A – Reach could be determined by either the number of people marketed or number of people who actually used these services.**

15. Q- Does RIDOT foresee a continuation and/ or expansion of this Alcohol safety program?

**A – It is RIDOT'S intention to continue this Program but this will all depend on the available funding, success rate of the prior Program and the behavioral changes effected.**

16. Q- Is more than one Application from any one Agency acceptable?

**A - YES. However, the limit is set at \$40,000.00 per organization. Multiple applications are acceptable as long as the total value submitted does not exceed this maximum allowance.**

17. Q- Are the required FORMS available electronically?

**A- NO. Each FORM must be downloaded and completed/signed. A "user friendly" version of the HS-1 Application is available on-line through the Office of Highway Section website accessible @ <http://www.dot.ri.gov/documents/community/safety/HS1.Form2015.doc>. Applicants are reminded to please SIGN AND DATE each Application copy submitted.**

**-END-**

**Be advised that the HS-1 application can be submitted at any time for any highway safety initiative with a total cost under \$5,000,000; in order to qualify under this current FFY 2015 your initiative must be submitted and accepted by RIDOT and your services and deliverables must be completed and received by September 30, 2015.**



State of Rhode Island  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908

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

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom he/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

FFY 2015 Alcohol Impaired Driving Education and  
Statewide Public Outreach Initiative  
SEPTEMBER 16, 2014 10:00 AM - 11:00 AM / DOA "B"

10:00 AM  
11:10 AM

1	City of Providence The Mayor's Subcom. P. Ralisa Burgess	Passenger Vehicle 55 Durvance St. Burrows	497-5105
2	Providence Community Library	441 Prudence Ave Riv. Rd 02905	419-2916
3	Providence, R.I. Shore Dennis	Rt 9217 Pvt Rd 02940	477-2205 x4
4	Bridgwater Association	1017 Skelton Ave East Providence	461-6599
5	RI Indian Council Progress Labors	807 BRAD ST PROV RI	781-1088
6	Progreso Labors Ami Award	626 BRAD ST CE	954-3397
7	Progreso Labors Phillis Trelli	150 Miller Ave PROV	401-743-2555
8	Company for Services Angel-Manuel	46 Hope St Providence RI	401-104-2239
9	St. Ann's Center for Southeast	7 Monaghan St Providence	401-421-6923
10	Attians RIDOT	370 Elmwood Ave 2 CAR. R. Hill	401-274-8811
11	RIDOT/Connors Lug Murray	3 Capital Hill Providence RI	222-3224489
12	RIDOT/OHS Francisco Lorena PE	3 Capital Hill PROV RI	222-2495 x4406
13	PLHS W412 RIDOT	2 Capital Hill PROV RI	222-2495 x4402
14			222-5024 x4405
15			

DOA - ALCOHOL  
9/16



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BID NUMBER	7549000
FFY 2015 Alcohol Impaired Driving Education and Statewide Public Outreach Initiative	
PRE-BID CONFERENCE DATE AND TIME	SEPTEMBER 17, 2014 3:00 PM - 4:00 PM / Workshop

PRE-BID CONFERENCE SIGN IN SHEET	NONE
PRE-BID CONFERENCE SIGN IN SHEET	3:00 PM
PRE-BID CONFERENCE SIGN IN SHEET	4:35 PM

Workshop - Alcohol 9/17

1	MARVA LISINI	Bristol Prevention	10 Court St.	USAP@bristolri.us	401-556-0100	
2	ANG FOL	TERMI RODRIGUEZ	190 Second Ave Woonsocket RI 02896	AUER@cox.net betan@riverzadgati.org	401-533-7442 401-767-2100	401-767-2102
3	NOBODODE WITH LUIS D. LOPES		213 Rhodes St	curious@gristil.com	401-688-6889	
4	<del>HEATHER RESORNEY</del>					
5	HEATHER RESORNEY	HEATHER D BARBOSA	915 Beverly St BOSTON, MA 02136	MBARBOSA@HR24.ORG	617-451-0049	HEATHER RESORNEY
6	EAST PROVIDENCE PREVENTION CENTER	JENNIFER WALL	145 TAUNTON AVE E.P. RI 02914	jwall@cityofeastprovidenc.com	435-1923	
7	JOHNSTON ST. H.	FRANK CARBISLEY	7 Thomas Hill Woonsocket RI	frankcarbisley@comcast.net		
8	RI Allied Health & Safety Institute	ADA EZEAMA	8 Summer Court SMITHFIELD RI 02917	adaezeama@ahri.org	3003@yahoo.com	
9	PROTON PRODUCTIONS	NAPOLEON X	P.O. Box 14182 E. Prov. RI 02914	protonproductions@gmail.com	401-573-0809	
10	DAVID LUTERNAK	MARY SMICK	608 B Wood St Providence RI	mary.smick@providence.org	421-1125	
11	LATHAN COMMUNITY CENTER	SILAPHONE NHONGVONGSAUKY	480 OR 88 Linnick St Smithfield RI	silaphone@yahoo.com	401-559-9054	
12	LAOTIAN AMERICAN NATIONAL ALLIANCE	SILIVONGXAY	6th Scott Drive Providence RI	ansone.lan@ymail.com	(401) 433-2449	
13	ALDOT	LUCEY MURPHY	2000 State House Providence RI	lucymurphy@dot.ri.gov		
14	ALDOT	ELVIS R GIZ		2001 Hill Providence RI		222-3024



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BID NUMBER: 7549000  
 BID TITLE: FFY 2015 Alcohol Impaired Driving Education and Statewide Public Outreach Initiative  
 BIDDING/REGISTRATION PERIOD: SEPTEMBER 17, 2014 3:00 PM - 4:00 PM/ Workshop

REGISTRATION SIGNATURE: *None*  
 REGISTRATION DATE/TIME: 3:00 PM  
 REGISTRATION SIGNATURE: *4:35 PM*

*Michael 9/17*

COMPANY NAME	ADDRESS	CONTACT NAME	CONTACT NUMBER	PROJECT NUMBER
1 RIDD	J BARDEN	2 CAPITAL Hill	ibardden@ridd.com	222-3024
2 RIDD	Francisco Herrera	2 CAPITAL Hill	Francisco.Herrera@ridd.com	222-3024
3				
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**\*\*VENDOR: PLEASE SUBMIT A BUSINESS CARD IF AVAILABLE\*\***