



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

Date: 6/17/15

RFP #7549601

TITLE: TRAFFIC CONSULTANT SERVICES – STRATEGIC HIGHWAY SAFETY PLAN

SUBMISSION DEADLINE: 6/26/15 – 11:30 A.M.

THIS ADDENDUM CONTAINS THE FOLLOWING:

1. QUESTIONS/COMMENTS DISCUSSED AT THE PRE-BID CONFERENCE HELD ON JUNE 15, 2015.
2. ATTENDANCE SHEET FROM THE PRE-BID CONFERENCE HELD ON JUNE 15, 2015.

LISA HILL
CHIEF BUYER

TO ALL RESPONDENTS:

RIDOT anticipates the award of **ONE (1) CONTRACT** with a contract completion date of **THREE (3) YEARS** after the date of authorization to commence work. Upon contract conclusion, RIDOT may elect to renew annually for an additional **TWO (2) YEARS**. The selected SHSP Consultant (**CONSULTANT**) will work closely with RIDOT'S Traffic Management Section and key safety stakeholders to design the Department's SHSP process and timeline. The **CONSULTANT** will also develop the priorities, processes and tools for the next Rhode Island SHSP plan development and implementation. This Contract shall also include a marketing component to provide better access to the SHSP as well as assisting stakeholders in their actions that are consistent with the SHSP.

Additionally as part of this Contract, the selected **CONSULTANT** will assist **RIDOT'S Office on Highway Safety (RIDOT/OHS)** in the preparation of **TWO (2)** annual highway safety reporting requirements to be submitted each year of the contract term. The RIDOT/OHS will be required to fund and monitor all labor and costs associated with this task. Although the OHS will actively monitor all services associated with this task, the project management of this contract will be the sole responsibility of the Traffic Management Section.

The **CONSULTANT** may also be required to perform other and similar services- as needed- in addition to or in amendment to the scope of services, to be mutually agreed upon by the **CONSULTANT** and RIDOT throughout the contract.

Respondents are instructed to submit a combined **LETTER OF INTEREST/ TECHNICAL PROPOSAL** limited to the requirements cited in the RFP.

LOI/TECH must be bound or contained in a single volume and printed on 8½ x 11 sized white paper sequentially numbered and limited in length to a total of 25 PAGES – exclusive of Exhibits, which must be tabbed and included in the bound submission. RIDOT advises that your technical presentation follow the Technical Selection Criteria cited on page 8 of the RFP since you will be evaluated based on these factors. Proposal must contain a Table of Contents that cross-references each requirement with specific pages in the technical submission.

Full disclosure of Project Team must be identified. Required **individual all-inclusive SUB-CONSULTANT PROPOSALS (“EXHIBIT”)** must be included in Proposal submission. *As applicable*, each Sub-Proposal will be included and should be presented as an “exhibit” section and tabbed accordingly.

RIVIP BIDDER CERTIFICATION COVER FORM must be signed, completed and submitted along with PROPOSAL submission. **“ORIGINAL” RIVIP FORM** should be clearly presented for Purchases review and a **“COPY” of RIVIP FORM** should be included in **EACH** Proposal submission.

Besides the RIVIP Form, RIDOT requires that all Respondents complete and include in each submission the following forms:

- **DEBARMENT**
- **LOBBYING**
- **CONFLICTS DISCLOSURE STATEMENT**
- **CERTIFICATION FOR TITLE VI ASSURANCE**

W-9 FORM is also required but should be submitted **“unbound”** for DOA review and acceptance. Copies of W-9 FORM need **NOT** be included in each Proposal Submission.

Persons or firms practicing engineering services in the State of Rhode Island must possess a proper registration and/ or Certificate of Authorization **at the time of submission** and in accordance with RI Gen Laws 5-8. A copy of the current Rhode Island Certificate of Authorization FOR THE FIRM *and* current Rhode Island P.E. licenses, FOR THE INDIVIDUAL(S) must be included in each copy of the proposal.

ADDENDUM # 7549601A2
RI Department of Transportation
June 15, 2015

This project has been assigned a **10% DBE GOAL**. Disclosure of DBE firms proposed and the work to be performed **MUST** be included as part of the submission along with copies of current state certifications. To qualify toward Goal, DBE certification must be approved at the time of proposal submission.

Due Date for submission is JUNE 26, 2014 no later than 11:30 am. Submission package must be submitted to the **Division of Purchases** and should be clearly labeled as to **Bid # and Project Description**

The current Rhode Island Strategic Highway Safety Plan and State of Rhode Island Highway Safety Plan are posted on the RIDOT website:

- Strategic Highway Safety Plan:
[http://www.dot.ri.gov/documents/community/safety/Strategic HIGHWAY SAFETY PLAN.pdf](http://www.dot.ri.gov/documents/community/safety/Strategic%20HIGHWAY%20SAFETY%20PLAN.pdf)
- Rhode Island Safety Plan:
<http://www.dot.ri.gov/community/safety/reports/performanceplan.php>

1. Q. Who are the Task Teams comprised of?

A. The Task Teams are comprised of all the stakeholders. The selected Consultant will provide technical assistance and act as a facilitator to develop the plan.

2. Q. Will advertising be a component in the development of the Strategic Highway Safety Plan?

A. Coordination and facilitation of a comprehensive advertising campaign rather than the creation of one will be an important component. This is not covered in the current plan and is one area where Rhode Island endeavors to improve its plan. In addition, since the State has a Master Price Agreement (MPA) for Public Relations/Advertising Services, the selected Consultant will not be required to procure advertising services.

3. Q. Will the selected Consultant be required to provide technical assistance with the SHSP website?

A. The Consultant will primarily be responsible for monitoring social media as it relates to RIDOT and funnel outstanding issues to the appropriate stakeholder.

4. Q. Is the Disclosure of Lobbying form to report lobbying at the Federal level only?

A. YES.

-END-



State of Rhode Island
Division of Purchases
One Capitol Hill
Providence, RI 02803

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

BID NUMBER: 7548001
 BID TITLE: TRAFFIC CONSULTING SERVICES STRATEGIC HIGHWAY SAFETY PLAN
 PRE-BID DATE AND TIME: 01/16/16 - 11:00 a.m.

Purchasing Officer's Signature: *LH*
 Date: 1/16/16
 Time: 11:03 AM
 Signature: *LH*

COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT EMAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED FOR PURPOSES (DDMMYY)
VHB	Joe Winst	1 CEDAR ST. PROVIDENCE, RI 02903	jwinst@vhb.com	401-272-8100		
CATANO ASSOC	RON CATANO	1408 A TWOOD AVE JOHNSON RI	rcatano@catanoeng.com	401-453-7300	401-453-4117	
PARRE CORP.	CARL ADAM	8 Blackstone Valley Pl. LINCOLN, RI	Carloam@parrecorp.com	401-334-4100	401-334-4108	
TRAFINVO	SUPHAK NUPHAK	10 TOWN ST PROVIDENCE, RI	snuphak@trafinvo.com	888-710-5380x101	888-710-5380	
TRACENTO	DEANNA PEARBODY	100 WINTER EXCHANGE SUITE 300 PROV, RI	deanna.pearbody@trafinc.com	888-710-5380x104		
CON SMITH	JUSTIN BAMPARA	260 WINTER EXCHANGE SUITE 300 PROV, RI	BAMPARA3@CONSMITH.COM	401-450-0335		
McMahon Associates	Murken Chleber	55 Dorrance St Providence RI	mchleber@mcMahonAssociates.com	401-448-7200		
Crossman Eng.	Jim Cronah	151 Centerville Rd Warwick RI	James.Cronah@crossmaneng.com	401-738-5060	401-738-8157	
Bryant Associates	Todd Brayton	640 hampshire way Lyndeborough RI	tbrayton@bryantassocs.com	401-838-1063	701-722-7530	
Cambridge Systematics	USA Destro	100 Cambridge Park Drive Cambridge MA 02140	ustestro@comsys.com	617-854-0107		
Amele M. Sherrill Planning LLC	R. Sherrill	201 Dow Ave Rumford RI 02916	sherrill@amele.net	401-434-1711		
RE DOT / OHS	Gabriele Y. Aghak	2 Capital Hill Providence, RI 02903	gabriele@dot.ri.gov	401-222-3044 ext. 4490		
STEELE CONSULTANTS	Steve Postaw	11	Steve.Postaw@steele.com	202-2699		
STEELE CONSULTANTS	Kimberly Vaccaro	2 CAPITAL HILL	Kimberly.Vaccaro@steele.com	202-2699		