Solicitation Information
October 26, 2016

RFP# 7551071

TITLE: Long Range Transportation Plan & Bicycle Mobility Plan

Submission Deadline: Wednesday, December 7th, 2016 at 10:00 am

PRE-BID/ PROPOSAL CONFERENCE: Yes

MANDATORY: Non-Mandatory

DATE: November 17th, 2016 at 10:00 am

LOCATION: 1 Capitol Hill, Providence RI 02908
Division of Purchases, Second Floor
Purchasing Bid Room

Questions concerning this solicitation must be received by the Division of Purchases at max.righter@purchasing.ri.gov no later than **Thursday November 24th, 2016 by 5:00 pm**. Questions should be submitted in a *Microsoft Word attachment.* Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No
BOND REQUIRED: No

Max Righter
Buyer 1

Applicants must register on-line at the State Purchasing Website at www.purchasing. ri .gov

Note to Applicants:
Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

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SECTION 1: INTRODUCTION

The Rhode Island Department of Administration's Division of Purchases, on behalf of the Division of Planning, is soliciting proposals from a qualified firm or firms to provide professional services to assist with the creation of the State's Long Range Transportation Plan, in accordance with the terms of this Request for Proposals and the State's General Conditions of Purchase, which may be obtained online at the Rhode Island Division of Purchases at www.purchasing.ri.gov. The contract period will be for fourteen months.

This is a Request for Proposals, not an Invitation for Bid. Responses will be evaluated on the basis of the relative merits of the proposal, in addition to price; there will be no public opening and reading of responses received by the Division of Purchases pursuant to this Request, other than to name those who have submitted proposals.

INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

1. Potential vendors are advised to review all sections of this RFP carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.

3. All costs associated with developing or submitting a proposal in response to this RFP, or to provide oral or written clarification of its content shall be borne by the vendor. The State assumes no responsibility for these costs.

4. Proposals are considered to be irrevocable for a period of not less than 120 days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

6. Proposals misdirected to other state locations, or which are otherwise not present in the Division at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division.

7. It is intended that an award pursuant to this RFP will be made to a prime vendor, or prime vendors in the various categories, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered. Subcontracts are permitted, provided that their use is clearly indicated in the vendor's proposal and the subcontractor(s) to be used is identified in the proposal.

8. All proposals should include the vendor's FEIN or Social Security number as evidenced by a W9, downloadable from the Division's website at www.purchasing.ri.gov.

9. The purchase of services under an award made pursuant to this RFP will be contingent on the availability of funds.

10. Vendors are advised that all materials submitted to the State for consideration in response to this RFP will be considered to be Public Records as defined in Title 38, Chapter 2 of the General Laws of Rhode Island, without exception, and will be released for inspection immediately upon request once an award has been made.

11. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP.

12. Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation.

13. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the State until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful vendor(s).

14. The vendor should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of ten percent (10%) participation by MBE's in all State procurements. For further information visit the website www.mbe.ri.gov

SECTION 2: BACKGROUND

Long Range Transportation Plan

The Rhode Island Department of Administration's Division of Planning seeks consultant assistance to develop Rhode Island's Long Range Transportation Plan (LRTP). The LRTP will be an action-oriented plan, outlining recommendations for the State's transportation investments over the next 20 years. The current plan, *Transportation 2035* (http://www.planning.ri.gov/documents/trans/LRTP%202035%20-%20Final.pdf), was adopted in August 2008 and amended in December 2012 and satisfies the federal regulations related to a long range transportation plan and a metropolitan transportation plan. Federal regulations require that a metropolitan transportation plan be updated every five (5) years for air quality attainment areas, which Rhode Island is at this time. A valid LRTP is necessary to adopt a State Transportation Improvement Program (STIP) and to process STIP amendments. In order to maintain compliance with federal regulations and to have the ability to retain and amend a valid STIP, an update to *Transportation 2035* is necessary.

The Long Range Transportation Plan is the opportunity for Rhode Island to identify how it intends to invest in the transportation system, including both long and short range strategies that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods, and promotes economic development opportunities. The Plan will become the central document that establishes agreed upon goals, policy decisions, and strategic investments to achieve the goals. The Plan will outline priorities for roads, transit, freight, bicycle and pedestrian improvements, and a strategy to fund them. It should coordinate with investment plans, related planning documents and processes, and programming documents, including the Transportation Improvement Program. As a result, the performance-based LRTP will set the foundation of goals, objectives, policies, performance measures, and targets that support decisions for long-range investments and policies, and guide programming, as well as shorter-range decisions that move toward achievement of the desired system performance outcomes. This document is essential for providing a systematic set of investment priorities that align with objectives established through a collaborative process. The planning process should incorporate input from transportation agencies and members of the public and consider all modes to outline the most effective strategy for investing the State's limited transportation funding. The Plan will provide direction for state agencies and partners to achieve a common vision for the State's transportation system in a coordinated, multimodal and fiscally-responsible way.

The updated LRTP must follow all rules promulgated or under development related to the Fixing America's Surface Transportation (FAST) Act addressing the development and content of both long range statewide transportation plans and metropolitan transportation plans. This plan must comply with all new federal regulations promulgated since the adoption of Moving Ahead for Progress in the 21st Century (MAP-21) and the FAST Act and all pending and published rules that are in the federal adoption process.

Definition of the Planning Area
The Metropolitan Planning Organization is uniquely structured in Rhode Island in that the MPO boundaries cover the entire state, which has a land area of approximately 1,045 square miles and a population of approximately 1,056,298 according to the 2015 U.S. Census population estimate. The MPO also includes the Rhode Island portion of the Providence, RI-MA urbanized area and the Rhode Island portion of the Norwich-New London, CT-RI Urbanized Area. As of July 2016, the State is an attainment area for all National Ambient Air Quality Standards. The area is fully incorporated and is comprised of 39 individual municipalities. There is no formal county government structure.

The State Planning Council (SPC) acts as the single statewide metropolitan planning organization for transportation planning, and to promulgate all rules and regulations. The Division of Planning in the Department of Administration serves as the principal staff agency of the State Planning Council for preparing and/or coordinating strategic plans for the comprehensive management of the state's human, economic, and physical resources

Overview of Transportation Investments
To address the federal requirements, the MPO has been working collaboratively with the Governor's Office, Rhode Island Department of Transportation (RIDOT), the Rhode Island Public Transit Authority (RIPTA) and other transportation groups over the past several years to develop a strategy for encouraging multimodal transportation investments in the State. One of the largest shifts that has been occurring in the State is the migration of transportation infrastructure planning to an asset management based system of planning, which increases the emphasis on preservation and maintenance to keep assets in good condition, avoiding more expensive long term costs. It focuses on making the best investment decisions that will result in the best long term benefit for the state's entire transportation network.

The biggest challenge facing the State in implementation of the asset management principles outlined above and meeting the federal requirements has been adequate funding. A few years ago, the state took some key steps to provide sustainable transportation infrastructure funding and broaden available resources including: redirection of the gas tax to focus on transportation needs; replacement of biennial bond

borrowing with an increase in registration and license fees, along with Rhode Island Capital Plan (RICAP) funds to provide the state match for the annual federal transportation program; refinance of existing general obligation bonds to soften the anticipated sharp peak in debt service payments; and creation of the Rhode Island Highway Maintenance Account and a shift of future funding from transportation-related sources, such as registrations, title fees, gas tax indexing, and other accounts to establish a state-funded pool for critical transportation infrastructure projects.
This shift in available resources to meet the state's critical infrastructure needs culminated in the passage of RhodeWorks in early 2016. Generally, RhodeWorks is a funding plan, which calls for the repair of the state's deteriorating bridges. The proposal funds projects in two ways: borrowing $300 million against future federal highway funding while refinancing old borrowing to yield an additional $120 million; and imposing a new toll on large commercial trucks, expected to bring in $45 million a year when it's operational. For the first time in decades, the financial resources to actually improve and maintain the State's critical infrastructure are going to be available. These actions have aligned the state with the policy direction set at the federal level through MAP-21 and continued into the FAST Act and set up a great framework to update the state's long range transportation plan.

Major recent and upcoming transportation investments include:

- In March 2016, local, state, and federal officials announced a $17 million enhanced bus plan for downtown Providence, to be funded by a $13 million TIGER grant and a $4 million local match. This downtown transit connector project is intended to enhance connectivity within downtown Providence and beyond, stimulate economic development, and enhance access to jobs and key destinations and services for residents of the City and the larger metropolitan area.
- In April 2016, the planning process for the reconstruction of the Routes 6 and 10 interchange in Providence began. RIDOT has proposed the incorporation of a transit component into the new 6/10 corridor.
- RIDOT, RIPTA, the Rhode Island Commerce Corporation, and Department of Administration are working together on a transit hub proposed near Providence Station. The transit center project will move the primary bus hub in Providence from Kennedy Plaza, which is at capacity and struggling with security issues, to an area more easily accessible from the train station, enhancing intermodal connectivity. This project is envisioned as a public-private partnership.
- RIDOT received a $13.1 million TIGER grant for a new commuter rail station in Pawtucket / Central Falls as a first step toward expanding commuter rail service within Rhode Island.

Bicycle Mobility Plan
As part of the long range transportation planning process, the State will develop a stand-alone, long-term, strategic investment plan for bicycle infrastructure, the results of which will inform the final LRTP document.

This Bicycle Plan should provide a set of policy and infrastructure recommendations, linked to an implementation plan, that advance bicycle mobility and safety in the state. Plan development will include an analysis of bicycle traffic and crash data, existing bicycle policies, and past and proposed bicycle investments in Rhode Island. The plan will outline a strategy for leveraging bicycle, pedestrian, safety, accessibility, air quality, and multimodal mobility dollars to develop a premier alternative transportation system in Rhode Island, including a vision for the development of bike-friendly complete streets, a network of off- and on-road trails, and comprehensive bicycle infrastructure at intermodal facilities and in communities throughout the state. The plan will identify an inventory of bicycle projects to be developed within the upcoming 10-year TIP horizon and include preliminary cost estimates and implementation timelines.

SECTION 3: SCOPE OF WORK

The LRTP will develop a comprehensive vision for how Rhode Island's transportation investments should be made over the next two decades and will outline how transportation investments can leverage additional economic development opportunities for the State. The Plan will position Rhode Island as a national leader in incorporating technology into transportation decisions. The primary objectives of the Plan are:

- Develop a safe, reliable and secure transportation system
- Build the State's economic competitiveness
- Expand transportation choices
- Expand regional connectivity
- Efficient management of existing and future transportation system
- Ensure fiscal stewardship of investments in infrastructure
- Efficient use of transportation technology
- Ensure equity in transportation decisions
- Ensure compliance with all federal regulations

The consultant team will collaborate closely with staff of the Division of Planning, Governor's Office, RIDOT, RIPTA and other stakeholders. A staff member of the Division of Planning will serve as the Project Manager. The Project Manager will coordinate all aspects of the project with the consultant project manager, provide access to data, maps, GIS layers and other digital information, previous planning documents and contacts, assist at public events and assemble an Advisory Committee to work directly with the consultants in the direction of the project, the review of draft materials, and to make other key decisions regarding project development. It is expected that all written materials will be submitted in draft form and be subject to discussion and amendment by Division of Planning staff and associated committees working on the product. Adequate time and funding for this iterative process should be included in the proposal.

Meetings

- **Division of Planning:** The lead consultant and, as appropriate, other members of the consultant team, will schedule weekly meetings with Division of Planning Staff. These meetings could be in-person or conference calls.
- **Advisory Committee:** The lead consultant and, as appropriate, other members of the consultant team, will meet monthly with the Advisory Committee during the project period.
- **Other Committees:** There will be several topical committees including but not limited to bicycle and transit. These committees will be established in partnership with the consultant team and will be made up of government and private sector stakeholders with specific knowledge in the area of focus. The committees will meet with the consultant team member responsible for its topic throughout the grant period. Committees may hold joint meetings to ensure integration of topical areas.
- **State Planning Council and Transportation Advisory Committee:** The consultant team will make quarterly presentations to the State Planning Council and Transportation Advisory Committees at their regularly scheduled meetings. Presentations may happen more frequently than

quarterly during the close of the project as the final documents go through the formal adoption process.

Project Management

- **Develop a system for regular project consultation:** The prime consultant will coordinate with the Division of Planning's project manager. The consultant will set up systems to ensure regular and timely communication including but not limited to:
  - Email and telephone consultation as needed;
  - Weekly project management meetings/conference call with Division of Planning staff;
  - Method for timely exchange of files, messages, events and other information

Public Participation

- Propose a robust public involvement component to the development of the long range transportation plan. Include tools that engage the public in meaningful participation using a process that is simple, comprehensible to the lay person, engaging and fun. Implement strategies that will engage the full range of the state's diverse population, and include established advocacy and neighborhood leaders and groups. Strive to give an equal role for voices that may not have been heard in the past.
- Federal and State law requires consultation and cooperation with key stakeholder groups related to metropolitan and statewide transportation planning activities. The key stakeholder groups included as part of the required consultation and cooperation include tribal governments and staff and environmental resources agencies, including at a minimum the Federal Highway Administration, the Environmental Protection Agency, the Rhode Island Departments of Transportation and Environmental Management, the Rhode Island Public Transit Authority, RI Coastal Resources Management Council, RI Historic Preservation and Heritage Commission, RI Statewide Planning Program, Grow Smart RI, Save the Bay and the Sierra Club.
- The consultant team is asked to include a public engagement strategy articulating how and when stakeholders, agencies, and other members of the public will be engaged in the process.
- Project Website - The consultant will design, launch and update the project website throughout the planning process to inform and seek input from the community.

Long Range Transportation Plan Tasks and Deliverables

Phase 1 – Data Collection and Goal Setting

Task 1: Baseline Information Collection

1A – Baseline planning information. Review and assess existing land use and transportation plans. As a minimum, this review shall include Transportation 2035, Land Use 2025, Rhode Island Rising, Energy 2035, The Rhode Island Five Year Strategic Housing Plan, Vulnerability of Transportation Assets to Sea Level Rise, Rhode Island Innovates: A Competitive Strategy for the Ocean State, RI Freight and Goods Movement Plan, RI State Rail Plan, State Airport System Plan, RI Greenhouse Gas Reduction Plan (currently in development), RIDOT ADA Transition Plan, RIPTA Five Year Strategic Plan, RIDOT Strategic Highway Safety Plan, RI Congestion Management Process, the FFY 17-25 State Transportation Improvement Program, Coordinated Plan for Public Transit and Human Services Transportation in Rhode

Island and the RIDOT Ten Year Strategic Plan. Work with the Advisory Committee to assess the goals, objectives, policies and strategies for current relevance.

Deliverable 1A: Streamlined compendium of existing goals, objectives, policies and recommendation of whether each should be retained, revised, or removed as part of the plan update process.

1B – Baseline infrastructure condition and system performance. Review existing infrastructure condition and system performance. At a minimum, this review shall include transit ridership surveys, land use, congestion, safety, equity, physical condition of assets and environmental information.
Deliverable 1B: Baseline data assessment report on infrastructure and system performance in a format that can be incorporated into the long range transportation plan.

1C – Baseline travel trends, demographic and socioeconomic data. At a minimum, this review shall include the most recent Census Bureau data on demographic characteristics, home and work locations and journey to work travel flows. Available sources of data to consider include the most recent 5 Year tabulation from the Census Transportation Planning Products (CTPP) and Longitudinal Employer–Household Dynamics (LEHD) data, Quarterly Workforce Indicators (QWI) data utilizing the online tools QWI Explorer and the LED Extraction Tool, which contains workforce statistics by demography, geography, and industry for the state, LEHD Origin-Destination Employment Statistics (LODES) and the OnTheMap. Finally, this review shall include any socioeconomic data and population projections compiled by MPO staff, or partners such as the Providence Plan.
Deliverable 1C: Baseline data assessment report outlining relevant trends and socio and economic data and information that is related to or influences the transportation system. Assessment shall include summary text, charts, graphs, data visualizations and thematic maps.

Task 2: Scenario Planning and Trend Analysis

Land Use 2025, the Rhode Island State Land Use and Policies Plan, examined four land use scenarios for accommodating and encouraging growth in the State. The selected scenario, the composite scenario, emphasizes compact urban growth and higher intensities and offers growth opportunities to all areas of the State, including limited, compact growth centers in the rural western and southeastern portions of the State. The composite scenario offers a means to accommodate growth in a compact and balanced fashion, while minimizing the negative effects and diseconomies of sprawl. Based on this analysis, a primary foundation of all State Guide Plan elements has been and continues to be pursuing policies that restore and reinforce the tradition of focusing growth in and around existing towns and cities. This approach offers the best prospect for allowing future Rhode Islanders to live, work, and travel in ways that fully utilize the public investment in roads, transit, water, and sewer services, while creating the fewest impacts to critical resources and maintaining the distinctiveness of various parts of the State's urban and rural landscapes.

Using the composite scenario outlined in Land Use 2025 as a foundation, develop at least three bold, distinct transportation scenarios for the future of Rhode Island in collaboration with Division of Planning, the Advisory Committee, and other stakeholders. The scenarios should address such issues as economic development opportunities, active living opportunities, transportation technology, the impacts of climate change, expanded transportation mode choice and mode shifts, improved connections to Boston and the New England region, transit-oriented development, the Northeast Corridor Futures project, and major transportation infrastructure projects such as the reconstruction of the Route 6 / Route 10 Interchange.

The consultant team shall lead a process of discussion and analysis through which stakeholders and the public identify strategic responses to the challenges and opportunities presented by each scenario. Based on stakeholder and public response, analyze and summarize important and common themes that emerge from the scenario planning exercise for use in the development of the plan's vision and goals in Task 3. Topic areas to be included in this discussion should at a minimum include different transportation modes (bicycle, pedestrian, transit, highway, etc.), economic development opportunities (freight movement, etc.), system performance (intermodal connections, safety, infrastructure condition, congestion management, system reliability, etc.), environmental sustainability and design, equity, land use, financial investment, and innovative transportation technology.

The consultant team will work with the Advisory Committee to select and articulate the preferred scenario based on the input received.

Deliverable 2A: Written descriptions of the final scenarios.

Deliverable 2B: A tool or process for engaging stakeholders and the public in the discussion of the scenarios.

Deliverable 2C: Written summary of the stakeholder and public discussion of the scenarios and an analysis of the important themes, issues, and strategies that emerge. This will become the basis of establishing the vision in Task 3.

Task 3 - Vision, Goals, Objectives, Policies

Build from work conducted in the previous tasks and incorporate public input received to date to propose a bold long-term vision that will transform how Rhode Islanders travel in the state in the coming 5, 10 and 25 years. Develop detailed objectives, policies and goals relative to enhancing transportation services. At a minimum, the following topic areas shall be addressed: bicycle, pedestrian, economic development, freight movement, environmental sustainability, equity, intermodal connections, land use, planning, safety, transit, highway, finance, infrastructure condition, congestion management, innovative transportation technology, system reliability and design. Work with stakeholder to develop a pool of transportation projects, concepts and ideas that can help achieve the vision.

Deliverable 3A: Integrated land use and transportation vision for the State. Preliminary vision and list of goals, objectives and policies build from work conducted in the previous tasks and incorporating public input received to date.

Deliverable 3B: Pool of potential transportation projects.

Task 4 - Performance Measures and Targets

Central to the LRTP is an overall emphasis on desired outcomes and measurable performance. Identify performance measures to address required national measures as well as state measures deemed important through the goal setting exercise. These measures should include those outlined in the current Code of Federal Regulations or under consideration as part of the rule making process relative to the FAST Act. As a minimum, performance measures should address safety, operations and congestion, livability, bridge and pavement conditions, sustainability, economic development opportunities, and freight, transit, bicycle and pedestrian network and accessibility. Set realistic targets to move the state towards achieving those targets.

Deliverable 4A: List of performance measures and targets with available data sources.

<u>Phase 2 – Alternatives Analysis</u>

Task 5 - System Needs and Funding

5A – Assess the current transportation system as outlined in the baseline data assessment report (see Deliverable 1B) against the performance measures and targets (see Deliverable 4A) to create a system performance report.

Deliverable 5A: System Performance Report in a format that is user friendly, open and available to public and easily updatable.

5B – Analyze the System Performance Report created as a part of Task 1 to compare expected conditions or performance with desired conditions using targets to identify unsatisfactory performance. The Rhode Island Statewide Model (travel demand model) will be made available to use as a part of this analysis.

Deliverable 5B: A list a transportation system needs based on the above analysis expected over the timeframe of the long range transportation plan.

5C – Develop a financial resource estimate of available funding streams, along with projections of funding that is forecast to be available from each funding stream over the life of the transportation plan also noting the types of investments that are eligible to use each funding stream. At a minimum, this forecast should include federal sources, gas tax, and tolling revenue.

Deliverable 5C: Revenue projections for each funding stream out to 2040.

Task 6 – Project Identification and Assessment

6A – Based on the information gathered in all previous tasks, identify potential solutions to address the needs or performance gaps. These solutions should consider infrastructure projects (preservation, modernization, expansion, etc.), programmatic investments, and policies (public-private partnerships. Estimate the costs associated with each strategy.

Deliverable 6A: A list of projects, programs and policies which could full performance gaps with cost estimates.

6B **-** Review the range of potential strategies and transportation investments that could be implemented and assess solutions to ensure they meet State, regional, and community goals, and address all Federal requirements. These assessments should take into consideration natural resources (habitats, wetlands, potential sources of pollution, etc.), cultural resources (historic structures, scenic areas, landmarks, etc.), climate change, air quality conformity, equity and environmental justice, and economic development benefits.

Deliverable 6B: A matrix of projects for implementation clearly illustrating the benefits and costs to implementation.

Task 7 – Investment Analysis and Selection

Develop at least four different investment scenarios which provide a range of options to inform a discussion of overall investment direction and trade-offs. The scenarios should be realistic options and distinct from one another. Scenario selection will be based on public and stakeholder input as well as a variety of other key factors, including federal and state law and related risks, RIDOT and RIPTA policy, current and projected performance, ability to leverage economic development and growth and revenue outlook. After stakeholder and public input, select preferred scenario. Conduct a risk assessment on the selected scenario. The risk assessment should consider, at a minimum, federal and state policy and regulations. Update targets to reflect chosen investment scenario.

Deliverable 7A: Four distinct investment scenarios in a user friendly format, which clearly rates how each scenario relates to implementing the primary goal areas outlined in the plan.

Deliverable 7B: A preferred investment scenario which may be a combination of the scenarios previously developed. This scenario should include a timeline of programmatic investment levels aligning with the categories of the STIP. Written risk assessment on the preferred scenario. Updated list of performance targets to reflect the investment levels of the preferred scenario.

Phase 3 – Recommendations and Final Plan Development

Task 8 - Implementation Plan

Organize the recommended projects and programs into an implementation program with costs, responsible parties, potential funding sources, level of goal implementation, and progress towards performance measures and targets. Note opportunities for public private partnerships. Include costs related to the on-going operation and maintenance of new projects or programs. Include narrative discussion that explains how components of the plan will translate into the STIP. This should include a list of project selection criteria with weighting for different STIP program categories, if necessary, that can be used to prioritize projects to be included in the STIP.

Work with the Advisory Committee to identify the top 10 key projects for advancement and conduct a complete cost benefit analysis for them.

Deliverable 8A: Complete implementation program and STIP project selection criteria as outline above.

Deliverable 8B: Cost-benefit analysis document on top 10 key projects

Task 9 - Final Plan Development

Develop one cohesive document which compiles the work of all previous tasks. The document should be written in plain language, use visual aids, where appropriate, and be professionally designed. The document should clear and concise. It should also be formatted for web-based accessibility. Deliver ten full color bound copies of the plan as well an accessible digital version that can be posted on the Division's website. In addition, provide access to individual, editable graphics and tables. Compile a visually appealing, stand-alone executive summary that can be reproduced and distributed to a wider audience that provides an introduction to the plan and its recommendations.

Deliverable 9A: Full, formatted, FAST Act compliant long range transportation plan.

Deliverable 9B: Stand-alone executive summary that can be used as a public relations piece.

LRTP Project Schedule

All work on the project must be complete by within 12 months of contract execution. The consultant is also expected to meet the following project milestones:

LRTP Milestones	**Completion Date**
All Phase 1 deliverables	within 4 months of contract execution
All Phase 2 deliverables	within 9 months of contract execution
All Phase 3 deliverables:	within 12 months of contract execution

Bicycle Mobility Plan Tasks and Deliverables

Task 1 - Inventory of Facilities, Programs, and Existing Conditions

The consultant will create an inventory of existing and proposed bicycle facilities and programs in Rhode Island. The inventory of existing conditions should note geographical and infrastructure barriers and should identify Americans with Disabilities Act (ADA) complaints relative to bicycle and pedestrian issues. Information should include spatial data, facility type, width, surface type, pavement condition, comfort level, speed of adjacent roadway, maintenance entity, facility owner, etc.

Deliverable: Existing conditions report and Inventory of bicycle facilities and programs in Rhode Island

Task 2 - Bicycle Counts

The consultant will work with the state to select bicycle count locations and administer the data collection. Approximately 20 locations are anticipated. The counts should be coordinated and the data produced compatible with RIDOT's ongoing bicycle count program. Differentiation of commute and recreational purposes and seasonal patterns should be considered as part of the data collection.

Deliverables: Recommendations for data collection, data collection results and summary memo.

Task 3 - Assessment of Needs and Gaps

Conduct a user needs and demands analysis of bicyclists in Rhode Island to ensure that the proposed system meets the needs of cyclists of all ages and abilities. The work should include a review of barriers and constraints, site specific hazards, review of crash data, bicycle count data, perceptions of safety, and currently available educational programs. This analysis should provide an initial understanding of the strengths, opportunities, and challenges in the state's current bicycle transportation policies, programs, funding, and infrastructure. This gap analysis will serve as the basis for the plan vision, goals and objectives.

Deliverable: Needs and gaps assessment report

Task 4 - Vision, Goals and Objectives

The consultant will work with the state, stakeholders, and the public to develop the Bicycle Mobility Plan vision, goals, and objectives as needed, which should align with the vision and goals of the long range transportation plan also under development.

Deliverable: Written summary of the visions, goals, and objectives

Task 5 - Performance Measures and Prioritization Criteria

Develop performance measures that can be used in the creation of project selection and prioritization criteria, as well as measure the success of future implemented projects and policies. The performance measures should provide guidance as to how projects address basic active transportation network performance by closing gaps and missing links in the network, infrastructure rehabilitation, pilot projects, safety, equity in access, facility expansion (such as widening existing bikeways or separate paths for walking and biking), access to transit, and improvements to the built form. There should also be measures developed to better evaluate active transportation policy and programs dealing with safety, multi-modality, public health, equity and economic development. The performance measures should mostly focus on the use of existing data and analyses but may recommend and discuss the benefits and costs of other performance measures that would require new/additional data collection or analysis.

Deliverables: Performance Measures and Narrative Report and proposed Regional Transportation Plan/Transportation Improvement Program Project and Selection and Prioritization Criteria

Task 6 - Recommended Rhode Island Bicycle Network

Develop a recommended statewide bicycle network that which includes all potential needs for Rhode Island using as criteria the performance measures developed in Task 5. The network will include a mapped inventory of identified bikeway routes that address critical regional connections, minimize barriers, add capacity, and improve access between and within destinations around the state. The recommended bicycle network should be a fully integrated component of a multimodal transportation network that includes enhanced bicycle access to public transportation routes and secure bicycle parking and amenities at key locations, such as intermodal facilities and transit hubs. A listing of recommended bicycle systems and programs as well as recommended improvements should be provided. Detailed description sheets for identified projects should be created and should address the necessary geometrics and describe recommended support facilities.

Deliverable: Written report, maps, and spatial data describing the recommended bicycle network.

Task 7 - Develop Implementation and Funding Strategies

Develop a strategy that ranks and phases the recommendations and include provisions for costs, monitoring, maintenance and security. As feasible, identify high visibility projects with zero to low financial cost that can be completed or piloted within 6 months of adoption of the plan as well as the highest priority projects. The strategy will include a discussion of financial constraints and implementation challenges such as completion of environmental review, project construction, and retrofitting infrastructure should be included. The consultant will work with the state to develop materials and needed data to meet pertinent funding related requirements. The consultant will also provide information regarding the applicability of relevant funding sources and programs. The implementation strategy will include cost estimates and potential matching and major funding sources for each project. Based on the information available, a develop 10-year capital financial plan.

Identify the strategies and policies that will guide the planning, funding, and implementation of future projects. Develop guidance for state planners and design staff, possibly to incorporate the "5 E" approach to bicycle planning and implementation, to ensure that the concerns of bicycle/pedestrian stakeholders are given adequate consideration on infrastructure projects; recommend best design elements that can improve safety, accessibility and comfort and improve access and safety for the disabled.

Deliverable: Implementation plan and strategy. Description of the strategies and policies that will guide future bicycle plan, funding, and implementation in Rhode Island.

Task 8 - Prepare a Bicycle Master Plan Document

Assemble the material developed in the above tasks into a stand-alone Statewide Bicycle Mobility Plan, in both printed and electronic form, for review and comment by the state and stakeholders. The completed plan deliverable should be highly readable, aesthetically appealing, and useful as a planning document, as well as for promotional and educational purposes.

Deliverable 8A: Full, formatted Bicycle Mobility Plan.

Deliverable 8B: Stand-alone executive summary that can be used as a public relations piece.

Bicycle Mobility Plan Project Schedule

Work on the Bicycle Mobility Plan should be concurrent with and complementary to work on the LRTP to maximize the efficient use of time and resources. All work on the project must be complete within 7 months of contract execution. The consultant is also expected to meet the following project milestones:

LRTP Milestones	**Completion Date**
Task 1 deliverables	within 2 months of contract execution
Task 2 deliverables	within 4 months of contract execution
Task 3-5 deliverables	within 4 months of contract execution
Task 6-7 deliverables:	within 6 months of contract execution
Task 8 deliverables:	within 7 months of contract execution

SECTION 4: TECHNICAL PROPOSAL

Respondents' Technical Proposals should be formatted as ring bound documents with at least 5 tabs, the contents of which are outlined below. The Technical Proposal (Tabs 3-5) shall not exceed twenty (20) pages.

Certificates and Forms (TAB 1)

This tab shall include the following:

1. A completed and signed three-page RIVIP Bidder Certification Cover Form, available at www.purchasing.ri.gov.
2. A copy of any current Rhode Island Certificate of Authorization (RICOA) for the firm and copies of current Rhode Island registration(s) for professionals who would perform the work. Pursuant to Title 5, Rhode Island General Laws, each entity that practices or **offers to practice** engineering in Rhode Island must hold a current Certificate of Authorization. Please investigate at www.bdp.state.ri.us .
3. One only completed and signed W-9 Form downloaded from the RI Division of Purchase's webpage at www.purchasing.ri.gov by clicking on RIVIP, then General Information and then Standard Forms. Form W-9 should only be included in the original copy binder.
4. In addition to the narrative above, respondents must submit Standard Form 330 (available on the Purchasing website at http://www.purchasing.ri.gov/RIVIP/publicdocuments/form330.pdf.
5. A completed and signed Certification Regarding Debarment, Suspension, and Other Responsibility Matters (Attachment B).
6. A completed and signed Disclosure of Lobbying Activities form (Attachment C).
7. A completed and signed Certification for Title VI Assurance form (Attachment D).

Executive Summary (TAB 2)

This tab shall include the following:

1. An Executive Summary that highlights the contents of the Technical Proposal and provides State evaluators with a broad understanding of the respondent's technical approach, ability, and capacity.
2. A Table of Contents.

Staff Qualifications and Experience (TAB 3)

This tab shall include the following:

1. Staff Qualifications/Experience of the respondent and project principals **-** Describe the respondent's general experience as well as its experience and qualifications with projects of a similar size, scope and use specific to the proposed tasks. Identify the overall project manager, project managers for each proposed tasks, other consultants, as well as other members of the project team and the percentage of their time to be spent on any task. (Supplemental information such as personnel information for key staff including resumes and final work products of similar projects may be appended to the technical proposal, but should not exceed 30 pages.)

Project Approach and Understanding of Work (TAB 4)

This section shall include the following information:

1. Description of the consultant's understanding of the state's requirements, including the result(s) intended and desired. The approach and/or methodology to be employed for each proposed task, and a work plan for accomplishing the results proposed. For each proposed task, identify the project manager, and all other members of the project team and an estimate of time allocations.
2. A discussion and justification of the methods proposed and the technical issues that will or may be confronted at each stage of the project.
3. The work plan description shall include a list of project deliverables and a detailed monthly proposed project schedule with milestones that will be employed to administer the project and the task assignments of linked to the cost proposal and project deliverables.
4. A public engagement strategy articulating how and when stakeholders, agencies, and other members of the public will be engaged in the process.
5. Provide an illustrative table of contents for the Long Range Transportation Plan. It should address what is envisioned as the major components of the plan and a logical presentation of their inclusion.

Relevant Experience and Expertise (TAB 5)

This tab shall include the following information:

1. A description of the business background of the respondent (and all subcontractors proposed), including a description of their financial position;
2. Any other information the respondent deems relevant to the evaluation process.

References including client name, address, contact person, telephone number, email, project start and end date, as well as a project description. References should be for similar or related projects that proposed key staff members for this project have worked.

SECTION 5: COST PROPOSAL

Complete Attachment A, the prescribed Cost Proposal form, to include a lump sum fixed fee price for completing all tasks proposed in the offeror's technical proposal. Also identify the component pricing for the overall requirements (meetings, project management, public participation) and the nine discrete tasks identified on the exhibit. All payments will be linked to the completion of specific deliverables. No more than 80% of any deliverable cost will be paid until the full final deliverable has been reviewed and accepted.

The separately sealed cost proposal must identify costs for each project deliverable/service and will be inclusive of all costs and expenses. Costs should be itemized by major tasks and sub-tasks. Personnel costs should be detailed in hourly rates and the hours estimated for each task or sub-task. Contractors must also identify any assumptions made when developing their cost proposal.

Proposers are advised that reimbursable expenses, to include sub-consultant services, that may be included in the contract award resulting from this solicitation shall not exceed architect/engineer's actual cost incurred x 1.06.

The State will reimburse the Contractor in accordance with the agreed upon deliverable price. All invoices should reflect actual work done. Specific details of invoices and payment will be agreed upon between the User Agency (DOA) and the Contractor during Contract negotiations prior to purchase order award.

The DOA's designee will review all work for acceptance within a mutually agreed upon timeframe from completion and/or receipt. The Contractor will not be paid for any costs attributable to corrections of any errors or omissions that have been determined by the State to be occasioned by the Contractor. Payments will not be made until work is accepted.

SECTION 6: DBE UTILIZATION

Complete Attachment E, the DBE Utilization Plan if the proposal includes DBE participation. If there is no DBE participation, complete Attachment F, DBE Good Faith Efforts Documentation.

SECTION 7: EVALUATION AND SELECTION

The Division of Planning will commission a Technical Evaluation Committee to evaluate and score all proposals that are complete and minimally responsive using the criteria described above. The Technical Review Committee will be comprised of staff from state and partner agencies. The evaluation of any item may incorporate input from sources other than the bidder's response and supplementary materials submitted by the bidder. Those other sources could include assessments made by evaluators based on findings recorded from reference checks (including but not limited to those supplied by the bidder), prior experience with or knowledge of bidder's work, responses to follow-up questions posed by the State and/or oral presentations by the bidders if requested by the review team. The State may elect to use any or all of these evaluation tools.

The Technical Evaluation Committee may contact any, all or some of the bidders with questions and clarifications at any point during the process at its own discretion. The Technical Evaluation Committee may also require vendors to provide an oral presentation or be interviewed as part of the evaluation, which the committee may use as a tool in determining scores.

To advance to the Cost Evaluation phase, the Technical Proposal must receive a minimum of 55 out of a maximum of 75 technical points. Any technical proposals scoring less than 55 points will not have the cost component or DBE component opened and evaluated. The proposal will be dropped from further consideration. Proposals scoring 55 technical points or higher will be evaluated for cost and DBE utilization. Proposals can be assigned up to a maximum of 20 points in cost category and a maximum of 5 points for DBE utilization, bringing the potential maximum score to 100 points.

The Technical Evaluation Committee will provide a recommendation to the Division of Purchases. The Division of Purchases reserves the right to select the bidder or bidders that it deems to be in the best interest of the State of Rhode Island to perform the services requested in the solicitation or to reject all bid proposals. Because the evaluation takes into consideration both the technical and cost components in a value based approach, the lowest costing bidder may not necessarily be awarded a contract.

Proposals will be reviewed and scored based upon the following criteria:

Criteria	Possible Points
Project Approach and Work Plan Project approach including the proposed work plan and timeline as well as a demonstrated understanding of the activities described in the scope of services and the Rhode Island context.	35 points
Offeror's Past Performance and Relevant Experience Ability of the consultant team to manage the project effectively based on its experience in Rhode Island and New England and in managing projects of similar size, scope, and complexity. Past performance as reflected by the evaluation of private persons and officials of other government entities that have retained the services of the firm will be considered strongly.	20 points
Capacity, Resources, and Level of Effort to Accomplish Tasks Capacity to perform the services as related by workload and the availability of adequate personnel, equipment, and facilities to perform the services expeditiously. Include a list of all staff and subconsultants.	10 Points
Staff Qualifications Demonstrated, relevant experience and knowledge of the offeror's staff members who will work on the project.	10 Points
Total Possible Technical Points	75 Points
DBE Utilization: Proposal meets or exceeds the 10% Disadvantaged Business Enterprise goal.*	5 Points
Cost calculated as lowest responsive cost proposal divided by (this cost proposal) times 20 points**	20 Points
Total Possible Points	100 Points

*Proposals that meet or exceed the 10% DBE goal will receive 5 points. Proposals that do not meet or exceed the DBE goal will receive no points.

**The Low bidder will receive one hundred percent (100%) of the available points for cost. All other bidders will be awarded cost points based upon the following formula:

(low bid / vendors bid) * available points

For example: If the low bidder (Vendor A) bids $65,000 and Vendor B bids $100,000 for monthly cost and service fee and the total points available are Twenty (20), vendor B's cost points are calculated as follows:

$65,000 / $100,000 * 20 = 13

SECTION 8: PROPOSAL SUBMISSION

Questions concerning this solicitation may be e-mailed to the Division of Purchases at max.righter@purchasing.ri.gov no later than the date and time indicated on page one of this solicitation. Please reference **RFP #7551071** on all correspondence. Questions should be submitted in a Microsoft Word attachment. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 574-9709.

Offerors are encouraged to submit written questions to the Division of Purchases. **No other contact with State parties will be permitted**. Interested offerors may submit proposals to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases will not be considered.

Responses **(an original plus four (4) copies)** should be mailed or hand-delivered in a sealed envelope marked "**RFP#7551071**" to:

RI Dept. of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

RESPONSE CONTENTS

Responses shall include the following:

1. A completed and signed three-page R.I.V.I.P generated bidder certification cover sheet downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov. Original copy only.

2. A completed and signed W-9 downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov. Original copy only.

3. **A separate Technical Proposal** describing the qualifications and background of the applicant and experience with and for similar projects, and all information described earlier in this solicitation. As appropriate, resumes of key staff that will provide services covered by this request.

4. **A separate, signed and sealed Cost Proposal** reflecting the hourly rate, or other fee structure, proposed to complete all of the requirements of this project.

5. **A separate, signed and sealed DBE Utilization component** that contains Attachment E, the DBE Utilization Plan if the proposal includes DBE participation. If there is no DBE participation, complete Attachment F, DBE Good Faith Efforts Documentation.

6. In addition to the multiple hard copies of technical proposals required, Respondents are requested to provide their proposal in **electronic format** (**CD-Rom, disc, or flash drive**). Microsoft Word / Excel OR PDF format is preferable. Only 1 electronic copy is requested and it should be placed in the proposal marked "original".

CONCLUDING STATEMENTS

Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all proposals, and to award in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The State's General Conditions of Purchase contain the specific contract terms, stipulations and affirmations to be utilized for the contract awarded to the RFP. The State's General Conditions of Purchases/General Terms and Conditions can be found at the following URL: https://www.purchasing.ri.gov/RIVIP/publicdocuments/ATTA.pdf

Attachment A-1

Attachment A-1
Cost proposal
Include in a separately sealed cost proposal envelope please
The Contractor has determined that its budget for work to be performed under this Agreement is as follows:

Date:

To: The Department of Administration, Division of Purchases, 2nd floor
One Capitol Hill, Providence, RI 02908-5855

Project: RFP- State of Rhode Island Statewide Travel Demand Model Contract

Submitted by: Firm Name and Address

____

____

____

____

(Please include in the firm's legal name, contact name, address, telephone, and contact email address.

Fee Proposal Lump Sum Price

$		,			,				.		

The cost submitted here in includes all work described in the Request for Proposal (RFP). The bidder's price reflects all elements included in its technical proposal in response to the RFP.

Acknowledgements

The bidder acknowledges receipt of addendum issued to the RFP and dated:

Addendum 1 ________________

Addendum 2 ________________

Addendum 3 ________________

Addendum 4 ________________

Fee Proposal Form Signature(s)

___________________________________ ___________________________________

(Authorized Official: Name and Title) (Signature)

Attachment A-2
Itemized Cost Proposal by Task and Fiscal Year

Expense Category by Task	Expenditures (Fixed Fee)
Other Expenditures (see B-3 form on next page)	
Total	

Attachment A-3

Attachment A-3*

OTHER EXPENDITURES DETAIL

Please Include Total with B-1 and B-2, above

EXPENSE CATEGORY	DESCRIPTION	TOTAL $
Supplies and Materials		
Travel **		
Printing		
Office Expense		
Other: *(describe)*		
Indirect Cost		
TOTAL REQUEST		$

* Please include a detail budget sheet for each state fiscal year (July 1–June 30)

** Reimbursement for travel within the continental United States is limited to the per diem rates established by the General Services Administration (GSA). Per diem rates are posted at www.gsa.gov/perdiem.

Attachment B

CONSULTANTS

CERTIFICATION REGARDING DEBARMENT, SUSPENSION

AND OTHER RESPONSIBILITY MATTERS

PRIMARY COVERED TRANSACTIONS FOR PRIME CONSULTANTS

AND LOWER TIER PARTICIPANTS (SUBCONSULTANTS ETC.)

INSTRUCTIONS FOR CERTIFICATION:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, ineligibility And Voluntary Exclusion - - Lower Tier Covered Participants

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION

AND OTHER RESPONSIBILITY MATTERS

PRIMARY COVERED TRANSACTIONS

In accordance with the code of Federal Regulations, Part 49 CFR Section 29.510, the prospective primary participant (name of Authorized Agent),

(Title), being duly sworn (or under penalty of perjury under the laws of the United States), certifies to the best of his/her knowledge and belief, that its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a pubic (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification;

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall list exceptions below.

Exceptions will not necessarily result in denial of award, but, will be considered in determining contractor responsibility. For any exception noted, indicate below to whom it applies, the initiating agency, and the dates of the action. Providing false information may result in criminal prosecution or administrative sanctions. If an exception is noted the contractor must contact the Department to discuss the exception prior to award of the contract.

____

____

____

____

Signature of Authorized Agent Date

Attachment C

Certification for Federal-Aid Construction/Consultant Contracts

IN ACCORDANCE WITH PUBLIC LAW 101-1210 SECTION 319 (DEPARTMENT OF THE INTERIOR AND RELATED AGENCIES) THE PROSPECTIVE PARTICIPANT CERTIFIES, BY SIGNING AND SUBMITTING THIS BID OR PROPOSAL, TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF, THAT:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

(R.I.D.O.T. APPENDIX C)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to Title 31, U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1st tier. Sub-awards include but are not limited to subcontracts, sub-grants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub-awardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract, grant, or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action. (b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the

Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.

15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (03-48-00-46), Washington, D.C. 20503.

Approved by

03-48-0046

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352 - 0348-0046

<table>
<tr>
<td>(see reverse for public burden disclosure) 1. Type of Federal Action:

a. contract

b. grant

c. cooperative agreement

d. loan

e. loan guarantee

f. loan insurance</td>
<td colspan="2">2. Status of Federal Action:

a. bid/offer/application

b. initial award

c. post-award</td>
<td>3. Report Type:

a. initial filing

b. material change

For Material Change Only:

year ________ quarter ________________

date of last report ____________________</td>
</tr>
<tr>
<td colspan="2">4. Name and Address of Report Entity:

☐ Prime ☐ Sub-awardee

Tier ___, if known:

Congressional District, if known:</td>
<td colspan="2">5. If Reporting Entity in No. 4 is Subawardee, Enter

Name and Address of Prime:

Congressional District, if known:</td>
</tr>
<tr>
<td colspan="2">6. Federal Department Agency:</td>
<td colspan="2">7. Federal Program Name/Description:

CFDA Number, if applicable: _________________________________</td>
</tr>
<tr>
<td colspan="2">8. Federal Action Number, if known:</td>
<td colspan="2">9. Award Amount, if known:

$____________________</td>
</tr>
<tr>
<td colspan="2">10. a. Name and Address of Lobbying Entity:

(if individual, last name, first name, mi):</td>
<td colspan="2">10. b. Individuals Performing Services (including address if different from No. 10a)</td>
</tr>
</table>

<table>
<tr><td></td><td>(last name, first name, mi):</td></tr>
<tr><td>11. Amount of Payment (check all that apply)

$___________________ ☐ actual ☐ planned</td><td>13. Type of Payment (check all that apply):

☐ a. retainer

☐ b. one-time fee

☐ c. commission

☐ d. contingent fee

☐ e. deferred

☐ f. other; specify:
____</td></tr>
<tr><td colspan="2">12. Form of Payment (check all that apply):

☐ a. cash

☐ b. in-kind; specify: nature ________________________

value ________________________</td></tr>
<tr><td colspan="2">14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contracted, for Payment indicated in Item 11 (Attach Continuation Sheet(s) SF-LLL-A, if necessary):</td></tr>
<tr><td colspan="2">15. Continuation Sheet(s) SF-LLL-A attached: ☐ yes ☐ no</td></tr>
<tr><td>16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.</td><td>Signature:

Print Name:

Title:

Telephone No: Date:</td></tr>
<tr><td>For Federal use Only:</td><td>Authorized for Local Reproduction

Standard Form – LLL-A</td></tr>
</table>

Attachment D

Dated: 6/27/2011

CERTIFICATION FOR TITLE VI ASSURANCE

I, ______________________________, ______________________________ a duly authorized representative of
(*Name*) (*Title*)

______________________________ do hereby certify that the organization affirmatively agrees to the provisions
(*Company*)

set forth below:

1. The Certificate.

For all contracts subject to Title VI of the Civil Rights Act of 1964, 42 U.S.C. part 2000d – 2000d4 (the Act) and 49 C.F.R. Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (the Regulations), prospective bidders shall be required to complete a Certification affirming compliance with the Act and the Regulations.

2. Certification.

By submission of a Proposal, each bidder and each person signing a Proposal subject to the Act and the Regulations certifies that the bidder shall affirmatively agree as follows:

(a) Compliance with Regulations:

The bidder shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department, 49 C.F.R. Part 21, as they may be amended from time to time.

(b) Nondiscrimination:

The bidder shall not discriminate on the grounds of race, color, sex, national origin, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The bidder shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix B of the Regulations.

(c) Solicitations for Subcontractors, Including Procurements of Materials and Equipment:

In all solicitations either by competitive bidding or negotiation made by the bidder for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the bidder of its obligations relative to nondiscrimination on the grounds of race, color, sex, national origin, age, or disability.

(d) Information and Reports:

The bidder shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the bidder is in the exclusive possession of another who fails or refuses to furnish this information, the bidder shall so certify to the Department, or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

(e) Sanctions for Noncompliance:

In the event of the bidder's noncompliance with the nondiscrimination provisions, the Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

(1) withholding of payments under the Contract until the bidder complies, and/or

(2) cancellation, termination or suspension of the Contract, in whole or in part.

(f) Incorporation of Provisions:

The bidder shall include the provisions of paragraphs (a) through (f) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

The bidder shall take such action with respect to any subcontract or procurement as the Department or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event the bidder becomes involved in or is threatened with litigation with a subcontractor or supplier as a result of such direction, the bidder may request the Department to enter into such litigation to protect the interests of the Department and, in addition, the bidder may request the United States to enter into such litigation to protect the interests of the United States.

Attachment E

Exhibit A
SUBRECIPIENT AGREEMENT By and Between [Name of Prime Consultant] and the [Name of Entity]
[Project description]
DBE UTILIZATION PLAN
I, ___________________________ HEREBY DECLARE AND AFFIRM that I am the ____________________________ (Title) - duly authorized representative) with ____________________________ (Name of Prime Contractor/Consultant), and that I have personally reviewed the material and facts set forth in and submitted with this DBE Utilization Plan, including the attached DBE subcontracts. The following correctly represents our commitment to the DBE participation on this contract.

Name DBE Firms and Address	Type of Work to be Performed Contract Amount*	DBE Contract Amount

*Indicate labor only, supply only, F&I, broker

I, ___________________________ HEREBY DECLARE AND AFFIRM that I am the
___________________________ (Title) - duly authorized representative) with

Attachment F

Form GFE - 1

DBE GOOD FAITH EFFORTS DOCUMENTATION

THIS INFORMATION MUST BE SUBMITTED WITH YOUR BID PROPOSAL IF YOUR BID DOES NOT MEET THE PROJECT DBE REQUIREMENTS, OR WHEN REQUESTED BY RIDOT

CONTRACT ID. NUMBER ______________________________

PROJECT NUMBER __________________________________

FHWA NUMBER ____________________________________

COUNTY ____

DATE BID SUBMITTED_______________________________

BIDDER'S NAME____________________________________

SIGNATURE_______________________________________

TITLE ____

VENDOR NUMBER __________________________________

DBE GOAL FROM BID PROPOSAL______________________

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO.______________________ **DATE SUBMITTED**________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ____________________ **SIGNATURE**____

TITLE______________________

NAMES OF CERTIFIED DBEs AND THE DATES ON WHICH THEY WERE SOLICITED TO BID ON THIS PROJECT

INCLUDE THE ITEMS OF WORK OFFERED AND THE DATES AND METHODS USED FOR FOLLOWING UP INITIAL SOLICITATIONS TO DETERMINE WHETHER OR NOT DBEs WERE INTERESTED.

NAMES AND FED. TAX ID. OF DBEs SOLICITED	DATE OF INITIAL SOLICITATION	ITEM(S) OF WORK	FOLLOW-UP METHODS AND DATES

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY

ATTACH COPIES OF SOLICITATIONS, TELEPHONE RECORDS, FAX CONFIRMATIONS, ELECTRONIC INFORMATION, ETC.

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. _______________ DATE SUBMITTED_________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ______________________________ SIGNATURE ______________________________

TITLE______________________________

TELEPHONE LOG

DBE(s) CALLED	TELEPHONE NUMBER	DATE CALLED	TIME CALLED	CONTACT PERSON OR VOICE MAIL STATUS

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. _______________ DATE SUBMITTED__________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ____________________ SIGNATURE____

TITLE______________________

ITEM(S) OF WORK THAT THE BIDDER MADE AVAILABLE TO DBE FIRMS

IDENTIFY THOSE ITEM(S) OF WORK THAT THE BIDDER MADE AVAILABLE TO DBE FIRMS OR THOSE ITEM(S) THE BIDDER IDENTIFIED AND DETERMINED TO SUBDIVIDE INTO ECONOMICALLY FEASIBLE UNITS TO FACILITATE DBE PARTICIPATION. FOR EACH ITEM LISTED, SHOW THE DOLLAR VALUE AND PERCENTAGE OF THE TOTAL CONTRACT AMOUNT. IT IS THE BIDDER'S RESPONSIBILITY TO DEMONSTRATE THAT SUFFICIENT WORK TO MEET THE GOAL WAS MADE AVAILABLE TO DBE FIRMS.

ITEM(S) OF WORK MADE AVAILABLE	BIDDER NORMALLY PERFORMS ITEM(S) (Y/N)	ITEM(S) BROKEN DOWN TO FACILITATE PARTICIPATION (Y/N)	AMOUNT IN DOLLARS	PERCENTAGE OF CONTRACT

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. ________________ DATE SUBMITTED______________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ______________________SIGNATURE____

TITLE________________________

ADDITIONAL INFORMATION REGARDING ITEM(S) OF WORK THAT THE BIDDER MADE AVAILABLE TO DBE FIRMS (Continued From Sheet 4)

ITEM(S) OF WORK MADE AVAILABLE, NAMES OF SELECTED FIRMS AND DBE STATUS, DBEs THAT PROVIDED QUOTES, PRICE QUOTE FOR EACH FIRM, AND THE PRICE DIFFERENCE FOR EACH DBE IF THE SELECTED FIRM IS NOT A DBE.

ITEM(S) OF WORK MADE AVAILABLE(CONT.)	NAME OF SELECTED FIRM AND FED. TAX ID	DBE OR NON-DBE	NAME OF REJECTED FIRM(S)	QUOTE IN DOLLARS	PRICE DIFFERENCE IN DOLLARS

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY.

IF THE FIRM SELECTED FOR THE ITEM IS NOT A DBE, PROVIDE THE REASON(S) FOR THE SELECTION ON A SEPARATE PAGE AND ATTACH.

PROVIDE NAMES, ADDRESSES, AND TELEPHONE NUMBERS FOR THE FIRMS LISTED ABOVE.

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. _______________ DATE SUBMITTED_____________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ____________________ SIGNATURE____

TITLE______________________

ADVERTISEMENTS OR PROOFS OF PUBLICATION.

NAMES AND DATES OF EACH PUBLICATION IN WHICH A REQUEST FOR DBE PARTICIPATION FOR THE PROJECT WAS PLACED BY THE BIDDER. ATTACH COPIES OF PUBLISHED ADVERTISEMENTS OR PROOFS OF PUBLICATION.

PUBLICATIONS	DATES OF ADVERTISEMENT

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. ________________ DATE SUBMITTED________________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ______________________ SIGNATURE____

TITLE________________________

NAMES OF AGENCIES CONTACTED TO PROVIDE ASSISTANCE

NAMES OF AGENCIES AND THE DATES THESE AGENCIES WERE CONTACTED TO PROVIDE ASSISTANCE IN CONTACTING, RECRUITING, AND USING DBE FIRMS. IF THE AGENCIES WERE CONTACTED IN WRITING, ATTACH COPIES OF SUPPORTING DOCUMENTS.

NAME OF AGENCY	METHOD AND DATE OF CONTACT	RESULTS

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY.

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO. ________________ DATE SUBMITTED____________________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

THE BIDDER ACKNOWLEDGES AND CERTIFIES THAT THIS FORM ACCURATELY REPRESENTS THE INFORMATION CONTAINED HEREIN.

BIDDER ___________________________________ SIGNATURE___________________________________

TITLE____________________________________

TECHNICAL ASSISTANCE AND INFORMATION PROVIDED TO DBEs

EFFORTS MADE TO PROVIDE INTERESTED DBEs WITH ADEQUATE INFORMATION ABOUT THE PLANS, SPECIFICATIONS, AND REQUIREMENTS OF THE BID DOCUMENTS TO ASSIST THE DBEs IN RESPONDING TO A SOLICITATION.

IDENTIFY THE DBEs ASSISTED, THE INFORMATION PROVIDED, AND THE DATE OF CONTACT. ATTACH COPIES OF SUPPORTING DOCUMENTS.

DBEs ASSISTED	INFORMATION PROVIDED	DATE OF CONTACT

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO.________________ ___________DATE SUBMITTED__________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

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BIDDER ______________________________SIGNATURE____________________________________

TITLE________________________________

EFFORTS MADE TO ASSIST DBEs OBTAIN BONDING, LINES OF CREDIT, INSURANCE, ETC.

EFFORTS MADE TO PROVIDE INTERESTED DBEs IN OBTAINING BONDING, LINES OF CREDIT, INSURANCE, NECESSARY EQUIPMENT, SUPPLIES, MATERIALS, OR RELATED ASSISTANCE OR SERVICES, EXCLUDING SUPPLIES AND EQUIPMENT THE SUBCONTRACTOR PURCHASES OR LEASES FROM THE PRIME CONTRACTOR OR ITS AFFILIATES.

DBEs ASSISTED	ASSISTANCE OFFERED	DATES SERVICES OFFERED AND/OR PROVIDED

NOTE: ATTACH ADDITIONAL PAGES IF NECESSARY

DBE GOOD FAITH EFFORTS DOCUMENTATION

CONTRACT ID. NO.________________ ___DATE SUBMITTED________________________

IF THE DBE GOAL ESTABLISHED FOR THIS CONTRACT HAS NOT BEEN MET OR RIDOT REQUESTS THE SUBMITTAL THEREOF, THE BIDDER IS REQUIRED TO SUBMIT GOOD FAITH EFFORTS AS OUTLINED IN THIS DOCUMENT.

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BIDDER ___________________________SIGNATURE_______________________________________

TITLE__________________________

ADDITIONAL DATA TO SUPPORT DEMONSTRATION OF GOOD FAITH EFFORTS

NOTE: ATTACH ADDITIONAL PAGES, IF NECESSARY