



RFP #771
PROFESSIONAL, TECHNICAL AND EXPERT SERVICES

Clark County Washington

RELEASE DATE: WEDNESDAY, JANUARY 29, 2020
PROPOSALS DUE: WEDNESDAY, MARCH 4, 2020

Request for Proposal for:

**SIGNAL TIMING, EVALUATION, VERIFICATION, and ENHANCEMENT
v2.0**

Submit one (1) original and three (3) complete copies of the Proposal to:

Proposals must be date and time stamped by Purchasing staff before 3:00 p.m. on due date.

Clark County
Office of Purchasing
P.O. Box 5000
1300 Franklin Street, 6th Floor, Suite 650
Vancouver, Washington 98660
564-397-2323

Refer Questions to:

Richard W. Gamble, P.E.
Public Works
ITS Engineer
richard.gamble@clark.wa.gov

General Terms and Conditions

ADMINISTRATIVE REQUIREMENTS - Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

ALL proposals submitted become the property of Clark County. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. Clark County has the right to reject or accept proprietary information.

AUTHORSHIP - Applicants must identify any assistance provided by agencies or individuals outside the proposers own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.

CANCELLATION OF AWARD - Clark County reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, Clark County reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALLY - Proposer shall comply with all applicable state and federal laws governing the confidentiality of information."

CONFLICT OF INTEREST - All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of Clark County or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES - Any consortium of companies or agencies submitting a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD - The contract award will not be final until Clark County and the prospective contractor have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. Clark County is not responsible for any costs incurred prior to the effective date of the contract. Clark County reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal should be submitted in final form from a budgetary, technical, and programmatic standpoint.

DISPUTES - Clark County encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of this RFP. Written complaints should be addressed to Clark County – Purchasing, P.O. Box 5000, Vancouver, Washington 98666-5000.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS - It is the policy of Clark County to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. Clark County is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all county services. Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/hr/documents.html>. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law. In compliance with department of Labor Regulations implementing Section 504 of the rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

ENVIRONMENTALLY RESPONSIBLE PURCHASING PROGRAM - Clark County has implemented an Environmentally Responsible Purchasing Policy with a goal to reduce negative impacts on human health and the environment. Negative environmental impacts include, but are not limited to, greenhouse gases, air pollution emissions, water contamination, waste from the manufacturing process and waste in packaging. This policy also seeks to increase: 1) water and energy efficiency; 2) renewable energy sources; 3) use of products with recycled content; 4) product

durability; 5) use of products that can be recycled, reused, or composted at the end of its life cycle. Product criteria have been established on the Green Purchasing List <http://www.clark.wa.gov/general-services/purchasing/erp/environmental.html>

INDEPENDENT PRICE DETERMINATION - The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

INTERLOCAL AGREEMENT - Clark County has made this RFP subject to Washington State statute RCW 39.34. Therefore the bidder may, at the bidders' option, extend identical prices and services to other public agencies wishing to participate in this RFP. Each public agency wishing to utilize this RFP will issue a purchase order (or contract) binding only their agency. Each contract is between the proposer and the individual agency with no liability to Clark County.

LIMITATION - This RFP does not commit Clark County to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

LATE PROPOSALS - A proposal received after the date and time indicated above will not be accepted. No exceptions will be made.

ORAL PRESENTATIONS - An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

OTHER AUDIT/MONITORING REQUIREMENTS - In addition, auditing or monitoring for the following purposes will be conducted at the discretion of Clark County: Fund accountability; Contract compliance; and Program performance.

PRICE WARRANT - The proposer shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor, in a similar socioeconomic, geographical region.

PROTESTS - Must be submitted to the Purchasing Department.

PUBLIC SAFETY - May require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to show by whom they are employed and display it upon request to security personnel. County project managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

REJECTION OF PROPOSALS - Clark County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of Clark County to do so.

SUBCONTRACTING - No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of Clark County. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

VERBAL PROPOSALS - Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

WORKERS COMPENSATION INSURANCE - The contractor shall comply with R.C.W. Title 51- with minimum coverage limits of \$500,000 for each accident, or provide evidence that State law does not require such coverage.

FOR ALTERNATIVE FORMATS
Clark County ADA Office: V: 564-397-2025
TTY: 564-397-2445 ADA@clark.wa.gov

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Part I Proposal Requirements

Section IA General Information

1. Introduction

This RFP is to select a consulting firm to create a Systems Engineering (SE) document as described in the WSDOT Design Manual Chapter 1050 (<https://www.wsdot.wa.gov/publications/manuals/fulltext/M22-01/1050.pdf>) for Portland State University (PSU) to develop new reports, processes, and visualizations of traffic data in the PSU Traffic Data Portal (<portal.its.pdx.edu>) based on the requirements of the SE documentation developed by the consultant.

Clark County will use the SE document to hire PSU to develop these tools, verify the requirements of the SE documentation, to allow the county to use these tools to evaluate the county's transportation network.

2. Background

Clark County provides near real time data to Portland State University's Traffic Data Portal. The data includes but is not limited to; Bluetooth travel time information, permanent count station data, high resolution traffic data (Purdue data), volume and occupancy data from traffic signal detectors and the active signal timing information from the county's traffic signal system.

Data and reports are currently available on the Portal site for some of the data that Clark County provides to Portal. Additional county transportation data is being transferred and stored on Portal, but additional reports, visualizations and other analysis tools will be created to utilize data that is currently not processed on the Portal site.

Clark County will design and hire a contractor to construct an expansion to the existing Bluetooth sensor network by adding new Bluetooth sensing devices to additional intersections throughout in the county concurrently with the consultant's work on this RFP.

3. Scope of Project

The scope of this project includes the following deliverables. The consultant may propose additional work items for meetings, project management etc.

The SE documentation will become a "pick" list of services that Clark County will contract with PSU to integrate specific data, and develop reports, along with the tools to evaluate if the coding is providing reports that meet the criteria set in the SE process. The major tasks and deliverables for this project include:

Task 1 – Data Integration Needs

Identify the work needed to be performed by Portland State University to further integrate the Clark County traffic data streams into active Portal database usage that could be used for reports, queries, and visualizations. The deliverable includes but is not limited to evaluation of hours of work, and potential costs to integrate different sets of the county's traffic data. The county data includes, but is not limited to:

- A. Bluetooth
- B. High resolution Purdue data
- C. Traffic Count Stations for counts, occupancy, and signal timing information
- D. Count data from Wavetronix matrix and advance
- E. Connected vehicle

Task 2 – Develop Scope of Work for Portland State University

Work with Clark County and Portland State University to generate a scope for various reports that Portal would summarize and process using these data streams. This would allow presentation of reports using the data streams from task one. A primary feature to be included is to create user login to the Portal system, where a person or agency would be able to have standard report templates saved by user login where the reports can be repeated frequently

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without having to re-generate the parameters. A second feature will be for reports to include common performance measures that can be identified graphically and in table format that can be exported as a graphic or as tables for use in external reports. Common data results and performance measurements in the reports could include the following:

- A. Travel time with comparisons for before and after studies or for events
- B. Travel time reliability graphs with graphics at percentiles such as 20%, 50%, 80%, 95% with cumulative frequency
- C. Volume
- D. Travel Speed both as a spot speed at a count station and along a corridor.
- E. Occupancy
- F. Vehicle Classification
- G. Percent Arrival on Green
- H. Red Occupancy Ratio / Green Occupancy Ratio (Split Failure)
- I. Statistical output with graphs
- J. Origin-destination data
- K. Alerts for potentially bad data so we can determine if equipment is operating properly.

For both task one and two, we envision a list of work products that PSU could complete for us with itemized costs and development timelines for each product. This list would then allow the county to choose some or all of the tasks that would be within a budget and schedule for implementation as part of a scope of work immediately after this RFP.

Task 3 – Systems Engineering Documentation and Process Verification

Creating FHWA Systems Engineering documentation, as described in the WSDOT Design Manual Chapter 1050, Clark County design and contractor construction expansion the county's Bluetooth data collection locations. This document will explain the data sharing links currently between county field devices and Portland State University's Portal interface including continuing use of the regional data clearing house for an expansion of data feeds and data processing and new reporting features with this project as described in tasks one and two. The Systems Engineering document will include verification processes in the Systems Engineering objectives once task one and two are complete to include the creation of a Concept of Operations document.

4. Project Funding

This project also has federal grant funding from STP/CMAQ.

The (Local Agency) in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.

The project has received federal funding and will be required to follow all federal requirements. Other funding for this project include: County Road Fund, and partners with WSDOT and the City of Vancouver.

Related to the budget for what the county has budgeted to pay PSU for the scope of work to be performed as described above, that amount is approximately \$100,000.

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5. Timeline for Selection

The following dates are the **intended** timeline:

Proposals due	March 4, 2020
Proposal review/evaluation period	March 27, 2020
Selection committee recommendation	April 10, 2020
Contract negotiation/execution	May 8, 2020
Contract intended to begin	May 18, 2020

6. Employment Verification

Effective November 1st, 2010, to be considered **responsive** to any formal Clark County Bid/RFP or Small Works Quote, all vendors shall submit before, include with their response or within 24 hours after submittal, a recent copy of their E-Verify MOU or proof of pending enrollment. The awarded contractor shall be responsible to provide Clark County with the same E-Verify enrollment documentation for each sub-contractor (\$25,000 or more) within thirty days after the sub-contractor starts work. Contractors and sub-contractors shall provide a report(s) showing status of new employee's hired after the date of the MOU. The status report shall be directed to the county department project manager at the end of the contract, or annually, whichever comes first. E-Verify information and enrollment is available at the Department of Homeland Security web page: www.dhs.gov/E-Verify

How to submit the MOU in advance of the submittal date:

1. Hand deliver to 1300 Franklin St, Suite 650, Vancouver, WA 98660, or;
2. E-mail: koni.odell@clark.wa.gov or priscilla.ricci@clark.wa.gov

Note : Sole Proprietors shall submit a letter stating exempt.

Section IB

Work Requirements

1. Required Services

Task 1 – Investigate Data Streams from Clark County to PSU

Consultant to work with Portland State University on their Portal project on what work would be needed to further integrate our data collection efforts for the following data streams. Many of these data feeds are already being sent to PSU such as traffic counts and Bluetooth. The data streams are being stored by Portal, but PSU has not developed tools to utilize the data. The consultant will create a cost estimate for PSU's proposed charges to incorporate additional or expanded data feeds into their system, itemized as to effort for each specific data stream.

- A. Bluetooth
- B. High resolution Purdue data
- C. Traffic Count Stations for counts, occupancy, and classification
- D. ATMS count data from Wavetronix matrix and advance
- E. Connected vehicle

Current data feeds that are incorporated into Portal reporting can be observed by going to the following location: portal.its.pdx.edu. The applicable tabs are Travel Time for the Bluetooth data and Arterial for counts and occupancy.

The consultant will provide the costs for these data stream integrations to Clark County. The itemized list of costs and development timelines for each data feed processing effort will be used by the county outside the scope of this RFP to pay PSU to develop feeds.

Task 2 – Develop Scope of Work for Data Reports on PSU Portal Site

Consultant will work with Clark County and Portland State University to generate a scope of work for various reports that Portal will summarize and process using the data streams from Task 1. After consensus with the county and PSU, the consultant would write a scope of work with a list of potential report products and associated costs. Clark County would then use this Scope of Work to contract with PSU to develop a selection of these reports. One of the features we would like to have is the ability to have a login, either by person or by agency, so

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that reports that are generated frequently could be saved by a user login so that they could be repeated frequently without having to re-generate the parameters. We would also like the reports to have common performance measures that can be identified graphically and in table format that can be exported as a graphic or as tables for use in reports. Common data results and performance measurements in the reports could include the following:

- A. Travel time with comparisons for before and after studies or for events
- B. Travel time reliability graphs with graphics at percentiles such as 20%, 50%, 80%, 95% with cumulative frequency
- C. Volume
- D. Travel Speed both as a spot speed at a count station and along a corridor.
- E. Occupancy
- F. Vehicle Classification
- G. Percent Arrival on Green
- H. Red Occupancy Ratio / Green Occupancy Ratio (Split Failure)
- I. Statistical output with graphs
- J. Origin-destination data
- K. Alerts for potentially bad data so we can determine if equipment is operating properly.

We envision a pick list of work products that PSU could complete for us with itemized costs and development timelines for each product. The work also needs to identify any linked work products which must be created in conjunction. The pick list will be used by the county to choose some or all of the tasks that would be within a budget and schedule for implementation as part of a scope of work external to the consultant's work in this RFP.

Task 3 – Systems Engineering Documentation

The consultant will provide the FHWA Systems Engineering (SE) documentation, in compliance with WSDOT Design Manual Chapter 1050, for the efforts described in Task 1 and 2. This documentation also include the SE work necessary for the Clark County expansion the existing network of county Bluetooth data collection locations and explain how these would be integrated into our current system. Further, this document would also explain the data sharing links we currently have with Portland State University's Portal interface and the need to continue using this regional data clearing house for an expansion of data feeds and data processing and new reporting features with this project as described in tasks one and two. The SE document would clarify how to verify that we have met the Systems Engineering objectives once task one and two are complete. This may need to take the form of a Concept of Operations document. County staff will then use this document to verify to granting agencies that we met the objectives for Task 1 and 2 above as a before and after study to be done by the county or performed by a consultant selected in an RFP to do this verification work.

A map of the existing Bluetooth locations and the expansion of the network that will be designed by the county as part this project are included in the attachments for consultant use and scoping.

2. County Performed Work

The county will provide the data streams and their formats so that PSU can obtain them. This will entail work with the county IT staff in order to ensure the data streams can get to PSU.

Design and Construction of Bluetooth Deployment

The county will design the Bluetooth expansion described in the Systems Engineering documentation. The county will then contract with a contractor to install the Bluetooth devices, any necessary switches, and any IP addressable power strips to expand the existing Bluetooth network.

3. Deliverables & Schedule

Task 1 – Cost Estimate

Cost estimate from PSU to incorporate the various data feeds from Clark County.

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Task 2 – PSU Scope of Work Pick List

Scope of work for PSU to generate reports on their Portal site as described above.

Task 3 – Systems Engineering Documentation and Concept of Operations

Systems Engineering documentation describing Tasks 1 and 2 and the expansion of the Bluetooth network as well as measures to evaluate whether Tasks 1 and 2 were met along with the Bluetooth expansion by the county, possibly in the form of a Concept of Operations.

Meetings with Consultant, PSU, and County Public Works Staff

The consultant shall include in their proposal at least 3 meetings with PSU and the county. We anticipate a kickoff meeting for tasks 1 and 2; a coordination meeting to verify the ability of staff to make these connections; and a final meeting to present findings. The goal is to give the county a price list of potential tasks to be done by PSU that can stay within the estimated budget of \$100,000.

Timeline

Task 1 – Up to one month from NTP

Task 2 – Up to two months from NTP

Task 3 – Up to three months from NTP

4. Place of Performance
The location of the improvements will occur at PSU as they develop the reports. The list of Bluetooth expansion locations as will be described in the Systems Engineering documentation is include in Attachment C.
5. Period of Performance
A contract awarded as a result of this RFP will be for three (3) months and is intended to begin on May 18, 2020 and end August 18, 2020.

Clark County reserves the right to extend the contract resulting from this RFP for two (2) additional years, in one (1) year increments, with the same terms and conditions, by service of a written notice of its intention to do so prior to the contract termination date.
6. Public Disclosure
This procurement is subject to the Washington Public Records Act (the "Act"), chapter 42.56 RCW. Once in the County's possession, all of the RFP Submittals shall be considered public records and available for public records inspection and copying, unless exempt under the Act.

If a Respondent or Proposer considers any portion of an RFP Submittal to be protected under the law, whether in electronic or hard copy form, the Respondent or Proposer shall clearly identify each such portion with the word "PROPRIETARY". If a request is made for disclosure of such a portion, the County will determine whether it should be made available under the Act. If the county determines that such a record(s) is subject to disclosure, the County will notify the Respondent or Proposer in writing of the request and allow the Respondent or Proposer ten (10) days to obtain a court order enjoining release of the record(s). If the Respondent or Proposer does not take such action within the ten (10) day period, the County will release the portions of the RFP Submittal deemed subject to disclosure. All Respondents and Proposers who provide RFP Submittals for this procurement accept the procedures described above and agree that the County shall not be responsible or liable in any way for any losses that the party may incur from the disclosure of records to a third party who requests them.
7. Insurance/Bond
A. Commercial General Liability (CGL) Insurance written under ISO Form CG0001 or its latest equivalent with minimum limits of \$1,000,000 per occurrence and in the aggregate for each one year policy period. This policy will renew annually. This coverage may be any combination of primary, umbrella or excess liability coverage affording total liability limits of not less than \$1,000,000 per occurrence and in the aggregate. However, if other policies are added they must be a follow-form policy in language, renewal date, and have no more

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exclusions than the underlying coverage. Products and Completed Operations coverage shall be provided for a period of three years following Substantial Completion of the Work. The deductible will not be more than \$50,000 unless prior arrangements are made with Clark County on a case by case basis; the criterion is the Contractor's liquidity and ability to pay from its own resources regardless of coverage status due to cancellation, reservation of rights, or other no-coverage-enforce reason. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability.

B. Automobile

If the Proposer or its employees use motor vehicles in conducting activities under this Contract, liability insurance covering bodily injury and property damage shall be provided by the Proposer through a commercial automobile insurance policy. The policy shall cover all owned and non-owned vehicles. Such insurance shall have minimum limits of \$500,000 per occurrence, combined single limit for bodily injury liability and property damage liability with a \$1,000,000 annual aggregate limit. If the Proposer does not use motor vehicles in conducting activities under this Contract, then written confirmation to that effect on Proposer letterhead shall be submitted by the Proposer.

C. Professional Liability (aka Errors and Omissions)

The Proposer shall obtain, at Proposer's expense, and keep in force during the term of this contract Professional Liability insurance policy to protect against legal liability arising out of contract activity. Such insurance shall provide a minimum of \$2,000,000 per occurrence, with a maximum deductible of \$25,000. It should be an "Occurrence Form" policy. If the policy is "Claims Made", then Extended Reporting Period Coverage (Tail coverage) shall be purchased for three (3) years after the end of the contract.

D. Proof of Insurance

Proof of Insurance shall be provided prior to the starting of the contract performance. Proof will be on an ACORD Certificate(s) of Liability Insurance, which the Proposer shall provide to Clark County. Each certificate will show the coverage, deductible and policy period. Policies shall be endorsed to state that coverage will not be suspended, voided, canceled, or reduced without a 30 day written notice by mail. It is the Proposer's responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the contract.

All policies must have a Best's Rating of A-VII or better.

8. Plan Holders List

All proposers are required to be listed on the plan holders list.

- ✓ Prior to submission of proposal, please confirm your organization is on the Plan Holders List below:

To view the Plan Holders List, please click on the link below or copy and paste into your browser.

Clark County RFP site:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

- If your organization is NOT listed, submit Attachment B - Letter of Interest to ensure your inclusion.
- Proposals received by Clark County by proposers not included on the Plan Holders List may be considered non-responsive.

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Part II Proposal Preparation and Submittal

Section IIA Pre-Submittal Meeting / Clarification

1. Pre-Submittal Meeting
There will be no pre-submittal meeting or site visit scheduled for this project.
2. Proposal Clarification
Questions and Requests for Clarification regarding this Request for Proposal must be directed in writing, via email, to the person listed on the cover page. The deadline for submitting such questions/clarifications is seven calendar days prior to the due date.

An addendum will be issued no later than six calendar days prior to the proposal due date to all recorded holders of the RFP if a substantive clarification is in order.

The Questions & Answers/Clarifications are available for review at the link below. Each proposer is strongly encouraged to review this document prior to submitting their proposal.

Clark County RFP site:
<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

Section IIB Proposal Submission

1. Proposals Due
Sealed proposals must be received no later than the date, time, and location specified on the cover of this document.

The outside of the envelope/package shall clearly identify:
 1. RFP Number and;
 2. TITLE and;
 3. Name and address of the proposer.
Responses received after submittal time will not be considered and will be returned to the Proposer - unopened.

Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, therefore, may not be accepted.
2. Proposal
Proposals must be clear, succinct and not exceed 30 pages, excluding resumes, E-Verify, and coversheet. Proposer's who submit more than the pages indicated may not have the additional pages of the proposal read or considered.

For purposes of review and in the interest of the County, the County encourages the use of submittal materials (i.e. paper, dividers, binders, brochures, etc.) that contain post-consumer recycled content and are readily recyclable.

The County discourages the use of materials that cannot be readily recycled such as PVC (vinyl) binders, spiral bindings, and plastic or glossy covers or dividers. Alternative bindings such as reusable/recyclable binding posts, reusable binder clips or binder rings, and recyclable cardboard/paperboard binders are examples of preferable submittal materials.

Proposers are encouraged to print/copy on both sides of a single sheet of paper wherever applicable; if sheets are printed on both sides, it is considered to be two pages. Color is acceptable, but content should not be lost by black-and-white printing or copying.

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All submittals will be evaluated on the completeness and quality of the content. Only those Proposers providing complete information as required will be considered for evaluation. The ability to follow these instructions demonstrates attention to detail.

Additional support documents, such as sales brochures, should be included with each copy unless otherwise specified.

Section IIC

Proposal Content

1. Cover Sheet
This form is to be used as your proposal Cover Sheet
See Cover Sheet - Attachment A
2. Project Team
The proposal shall include a description of the project team. This description shall include the principals working on the project along with the team members who will be performing the majority of the work. The project team description shall include the specific roles and responsibilities that each member will perform on the project.
3. Management Approach
The proposal shall include a detailed description of how the project will be managed, including specifics of how the consultant will work through the challenge of working with the county and PSU to develop a "pick list" for a future scope of work that the county will develop with PSU from that pick list.
4. Respondent's Capabilities
The proposal shall include resumes and descriptions of the project team's capabilities writing Systems Engineering documents to comply with WSDOT ITS requirements. In addition, having staff that is familiar with the Portland State University Portal project and experience in knowing how data is sent to PSU Portal is highly desired. The consultant will need to be able to write criteria under which the county can determine and show that we've complied with the Systems Engineering requirements at the end of the scope of work with PSU.
5. Project Approach and Understanding
The consultant who has experience with various kinds of automated traffic signal performance measures and how data from count stations, Bluetooth, and various traffic signal detection data types could be processed would be valuable. The consultant who can best show their ability to assist in advising how data could be gathered from the county and then processed and presented in Portal so that a scope of work could be drafted with PSU will be the consultant selected for this RFP.
6. Proposed Cost
Multiple lines that detail team hourly rates, expenses, overhead.
7. Employment Verification
Please refer to section 1A.6. – E-Verify
IMPORTANT NOTE: Include this portion of the response immediately **AFTER** the cover page, if not already on file with Clark County. Current vendors on file can be viewed at:
<https://www.clark.wa.gov/general-services/purchasing-overview>

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Signal Timing, Evaluation, Verification and Enhancement v2.0

Part III Proposal Evaluation & Contract Award

Section IIIA Proposal Review and Selection

- 1. Evaluation Selection: and Proposals received in response to this RFP will be evaluated by a Review Committee. Committee review results and recommendations may be presented to an appropriate advisory board prior to the consent process with the Clark County Council.
- 2. Evaluation Scoring Criteria Each proposal received in response to the RFP will be objectively evaluated and rated according to a specified point system.

A one hundred (100) point system will be used, weighted against the following criteria:

Proposal Approach/Quality	10
Experience Writing Systems Engineering Documents	20
Familiarity with Types Traffic Signal Data Streams (Radar, Bluetooth, Detection)	20
History of Working with Data in PSU Portal	20
References	10
Ability to Describe how Cost Estimates and Pick List will be Developed	20
Total Points	100

Section IIIB Contract Award

- 1. Consultant Selection
The County will award a contract to the highest scoring Proposer. Should the County not reach a favorable agreement with the highest scoring Proposer, the County shall suspend or terminate negotiations and commence negotiations with the second highest scoring Proposer and so on until a favorable agreement is reached.
- 2. Contract Development
The proposal and all responses provided by the successful Proposer may become a part of the final contract.
- 3. Award Review
The public may view proposal documents after contract execution. However, any proprietary information so designated by the Proposer as a 'trade secret' will not be disclosed unless the Clark County Prosecuting Attorney determines that disclosure is required. At this time, Proposers not awarded the contract, may seek additional clarification or debriefing, request time to review the selection procedures or discuss the scoring methods utilized by the evaluation committee.
- 4. Orientation/Kick-off Meeting
An orientation / Kick-off meeting will be held within fourteen calendar days of the signing of the Contract. This meeting will allow the consultant to provide their proposed schedule and communicate any data requirements from the County.

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Attachment A: COVER SHEET

General Information:

Legal Name of Applicant/Company/Agency _____

Street Address _____ City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____

Email Address _____

Tax Identification Number _____

ADDENDUM:

Proposer shall acknowledge receipt of Addenda by checking the appropriate box(es).

None 1 2 3 4 5 6

NOTE: Failure to acknowledge receipt of Addendum may render the proposal non-responsive.

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Council.

Signature, Administrator of Applicant Agency

Date

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Attachment B: LETTER OF INTEREST

Legal Name of Applicant Agency _____

Street Address _____

City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____

Email address _____

- All proposers are required to be included on the plan holders list.
- If your organization is NOT listed, submit the 'Letter of Interest' to ensure your inclusion.

Email Letter of Interest to: Koni.Odell@clark.wa.gov and Priscilla.Ricci@clark.wa.gov

Clark County web link:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

This document will only be used to add a proposer to the plan holders list. Submitting this document does not commit proposer to provide services to Clark County, nor is it required to be submitted with proposal.

Proposals may be considered non-responsive if the Proposer is not listed on the plan holders list.

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Attachment C: List of Intersections Getting Bluetooth

Note that most of these intersections will also need an IP addressable power strip. Some may need an additional Siemens switch if there are inadequate ports available for IP addressing. The need for these additional devices won't be known until design has begun and field visits can be made to verify equipment needs. Clark County staff will design the Bluetooth installation and will make field visits to verify the needed equipment.

Number	Location	Jurisdiction's Signal
1	NE Salmon Creek Avenue / 119 th Street	County
2	NE 25 th Avenue / 88 th Street	County
3	NE 32 nd Avenue / 88 th Street	County
4	NE St. Johns Road / 88 th Street	County
5	NE 94 th Avenue / 76 th Street	County
6	NE 102 nd Avenue / Covington Road	County
7	NE 107 th Avenue / Covington Road	County
8	NE Rosewood Avenue / Covington Road	County
9	NE 107 th Avenue / 76 th Street	County
10	NE 112 th Avenue / 119 th Street	County
11	NE 124 th Avenue / 76 th Street	County
12	NE 130 th Avenue / 76 th Street	County
13	NE 137 th Avenue / 76 th Street	County
14	NE Ward Road / 76 th Street	County
15	NE Ward Road / 78 th Street	County
16	NE Ward Road / Pedestrian Crossing	County
17	NE 124 th Avenue / 99 th Street	County
18	NE 130 th Avenue / 99 th Street	County
19	NE 137 th Avenue / 99 th Street	County
20	NE 172 nd Avenue / Ward Road	County
21	NE 152 nd Avenue / 119 th Street	County
22	NE 162 nd Avenue (N) / Ward Road	County
23	NE 117 th Av (SR-503) / Fourth Plain	WSDOT
24	NE 162 nd Avenue (S) / Ward Road	WSDOT
25	NE 117 th Avenue (SR-503) / 76 th Street	WSDOT
26	NE 117 th Avenue (SR-503) / Padden Parkway	WSDOT
27	NE 117 th Avenue (SR-503) / 99 th Street	WSDOT
28	NE 117 th Avenue (SR-503) / 119 th Street	WSDOT
29	NE 162 nd Avenue / Fourth Plain	WSDOT
30	NE Covington Road / Fourth Plain Blvd	Vancouver
31	NE Ward Road / Fourth Plain Blvd	Vancouver