



University Transportation Research Center
RFP Cover Sheet

Title: Implementation of the HSIP
Proposal Number: 2012-03
Sponsor: NJDOT
Date Issued: November 2, 2011
Pre-Proposal Meeting: TBD
RFP Due at NJDOT: by December 15, 2011
RFP Closing Date: **December 15, 2011**

If you plan to apply:

1. Please contact Camille Crichton-Summers (camille.crichton-summers@dot.state.nj.us) or Stephanie Nock (609-530-5637 or STEPHANIE.NOCK@dot.state.nj.us) to request a pre-proposal meeting, and so that you will receive information about this meeting if it is held. *This meeting will be your only opportunity to ask questions about this proposal.*

2. If you plan to submit a proposal through UTRC, please notify us by email at peickemeyer@utrc2.org and ckamga@utrc2.org. Please indicate whether you are open to teaming up with faculty at other universities on this project.

Proposal submission guidelines:

Please contact Penny Eickemeyer (peickemeyer@utrc2.org, 212-650-8074) to discuss submission logistics. After UTRC confirms that the proposals' budgets meet UTRC and NJDOT guidelines, please use the UTRC cover sheet available at <http://www.utrc2.org/research/resourcesforpis.php> for submission of printed proposals to NJDOT.

Proposals must be prepared in accordance with NJDOT's Information and Instructions for Preparing Proposals. Please visit: <http://www.state.nj.us/transportation/refdata/research/pdf/techpropresproj.pdf>

For questions about budget preparation, contact: Penny Eickemeyer, peickemeyer@utrc2.org
NJDOT has not specified a budget or timeline for this project. Please note that matching funds up to \$35,000 are available from UTRC for this RFP.

Please visit the NJDOT Research website for revision and important information about this RFP:

<http://www.state.nj.us/transportation/refdata/research/news.shtm>

New Jersey Department of Transportation
Bureau of Research
RESEARCH PROJECT
Request for Proposals
2012 Program

Date of RFP
11/2/11

Closing Date
12/15/11

Implementation of the HSIP

Project No. 2012-03

(Proposals must be prepared in accordance with NJDOT's *Information and Instructions for Preparing Proposals*. Please visit:

<http://www.state.nj.us/transportation/refdata/research/pdf/techpropresproj.pdf>

Revised Proposal Evaluation Forms are available for your information on the website.)

Proposals will be based on the merit of the information contained in the proposal. Budgets will be evaluated separately. Please place three (3) copies of the budget for this project in a separate sealed envelope.

1. RESEARCH PROBLEM STATEMENT, BACKGROUND AND OBJECTIVES

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), which was signed into law on August 10, 2005, (Public Law 105-99) established the Highway Safety Improvement Program (HSIP) as a core Federal-aid program. The program authorizes Federal-aid funding program to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. SAFETEA-LU addresses the many challenges facing our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities. How can NJ determine the impacts of the 2008 budget constriction on the organization structures of state, counties and municipalities in order to continue to implement a successful safety program?

This effort seeks the identification of best practices for the state organizational structure that enables a successful implementation of the Highway Safety Improvement Plan. This study will look at before/after impacts of the 2008 economic constriction of budget and organizational resource allocation across the nation in individual states, counties and municipalities and their ability to identify and implement their Highway Safety Improvement Plan, (HSIP). Which states appear to be the most effective in maintaining or expanding their programs? What organizational structure was in affect before and after the 2008 constriction and what changes were needed to keep abreast of the impacts the constriction might have had on their programs.

2. TASKS

[Provide a listing of appropriate general tasks divided into phases based on types of work (e.g., laboratory, field) or by year (e.g., year 1, year 2) or other appropriate milestones]

The NJDOT is seeking the insight of proposal responders on how best to achieve the research objectives. Proposers are expected to describe a research effort that can realistically be accomplished as expeditiously as possible. Proposals must present the proposers' current thinking in sufficient detail

to demonstrate their understanding of the problem and the soundness of their approach for conducting the required research.

PHASE I – Literature Search

Conduct a literature search of the current state of the practice.

After the award of the project, a more comprehensive literature search should be conducted. At the completion of this literature search, the PI will make a presentation to the Research Project Selection and Implementation Panel to discuss their findings and to discuss the appropriate research approach.

PHASE II – Research Approach and Anticipated Results

Clear description of how you will solve the problem and implement anticipated findings. Work may be divided into phases (e.g., Laboratory, Field or Year 1, Year 2) as necessary to clarify tasks. *Exit Criteria* must be developed during this phase.

3. IMPLEMENTATION AND TRAINING PLAN

The PI must meet with the Research Project Selection and Implementation Panel (RPSIP) and other NJDOT units to present the findings.

4. DELIVERABLES:

[List of minimum deliverables necessary to complete the project]

- Presentation of Summary of Literature Search Results
- Discussion to Support and Refine the Project Tasks
- Project work plan.
- Technical Memorandum on the survey results
- Technical memorandum on the measures that are working or not working
- Technical memorandum on actions taken
- Interim Status reports suitable for Senior Leadership if required
- Quarterly Reports and Final report with appropriate tables, graphs and charts in hard copy version, PDF file format, Word, and on CD ROM. Two copies plus one per RSIP member of each presentation, technical memorandum, draft final report and Final Report (10 copies). The Final Report and Tech Brief are due three (3) months before the end date of the project to allow time for review by the Research Project Selection and Implementation Panel. Final Acceptance will be granted upon receipt of ten copies of the approved final report.

5. CONTRACT TIME:

The PI must provide the anticipated research study duration based on the proposed tasks. Consideration should be given to potential impediments so that adjustments are incorporated into the schedule minimizing the need for time extensions. A 6 - 12 month timeframe is preferred.

6. CONTACTS:

Upon request, and subject to staff availability, a meeting may be scheduled with interested parties after the RFP's are distributed to refine the objectives and deliverables and to promote a better understanding of the research needs. Questions on this topic **shall not** be directed to any Research Project Manager, Research Customer, or any other NJDOT person. All questions and answers may be addressed during this meeting (if conducted) or through e-mail. Visit the Bureau of Research website for information about the Bureau of Research. Contact Camille Crichton-Sumners before November 14, 2011 (Camille.CrichtonSumners@dot.state.nj.us) with RFP related questions or to express your interest in requesting or participating in a pre-proposal meeting.

7. DEADLINE

**Proposals (10 single-bound copies) are due at the NJDOT Bureau of Research
No later than 4:00 PM 12/15/11**

Authorization to Begin Work: -- To be negotiated

8. DELIVERY INSTRUCTIONS:

For private, paid messenger services such as Federal Express, DHL, UPS, etc., or for hand-carried deliveries:

2012 PROPOSAL-NJDOT
New Jersey Department of Transportation
Bureau of Research
1035 Parkway Avenue
Trenton, New Jersey 08625-0600

For U.S. Postal Service mail:

New Jersey Department of Transportation
ATTN: Camille Crichton-Sumners
Manager, Bureau of Research
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