Request for Information (RFI)

RFI-2015-0324

Bike & Pedestrian
Permanent Count Program

Release Date: March 24, 2015

**Due Date and Time**
April 7, 2015 at 12:00(Noon)

The RFI Coordinator is the **SOLE POINT OF CONTACT** at WSDOT for this procurement. All communication between the bidding Proposers and WSDOT shall be with the RFI Coordinator.

Jolena Missildine, RFI Coordinator
Phone: 360-705-7548
Email: missildj@wsdot.wa.gov
1. Introduction

The Washington State Department of Transportation, Transportation Data & GIS Office is looking to install permanent count devices for bicycle and pedestrian traffic.

This Request for Information (RFI) is being released to solicit information from providers of Permanent bicycle and pedestrian counting equipment.

2. Statement of Need

Proposals submitted to WSDOT by vendor must include the following considerations:

• Both bike and pedestrian traffic counts must be stored in the same collection device.
• Must be capable of showing direction of travel.
• Equipment should be capable of counting in Bike and Pedestrian only dedicated trails and also in locations where bike and pedestrian traffic may be near or alongside motorized vehicle traffic.
• System hardware should be flexible to count lanes from 3 ft. wide to over 10 ft. wide.
• Counting equipment must have sufficient memory to store at least 3 months data onsite.
• Data should be retrievable onsite and by remote telemetry by vendor and/or customer
• Data must be presented in a format acceptable for WSDOT use…
• Data collection and storage be flexible in granularity. 5 minute bins, 10 minute bins, 15 minute bins …….etc. Customer should have ability to change binning options.
• Data accuracy should be 95% or better of a manual validation.
• Non-proprietary software preferred.

3. Information Requested

Proposals submitted should include the following criteria:

• Provide a brief overview of how your equipment, hardware and software, meets the needs of the Washington State Dept. of Transportation.
• What flexibility in data collection and storage does your system provide?

Vendors are encouraged to describe to what extent they can meet or exceed these requirements.

Vendors are encouraged to provide pricing for all hardware and software offered in their proposal. Vendors are also asked to provide any re-occurring hardware or software costs.

4. Request for Information Process

After a review of the Request for Information (RFI) responses and assessment of the marketplace, the Washington State Department of Transportation may or may not choose to issue a Request for Quotation (RFQ) for requested Bike and Pedestrian permanent counter.

Participation in the RFI process is not a requirement for any subsequent competitive procurement, although the results of this RFI may be used to build and refine an RFQ.

WSDOT reserves the right to refrain from issuing an RFQ or any other formal solicitation document for this product. This RFI is not a formal solicitation and no contract will be awarded as a result.
5. **RFI Schedule**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Release RFI</td>
<td>March 24, 2015</td>
</tr>
<tr>
<td>Vendor Questions Due by 4:00 PM, PST*</td>
<td>March 31, 2015</td>
</tr>
<tr>
<td>Responses to Vendor Questions Due by 4:00 PM</td>
<td>April 2, 2015</td>
</tr>
<tr>
<td>Vendor Submissions Due by 12:00 PM, PST*</td>
<td>April 7, 2015</td>
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*Pacific Standard Time

WSDOT reserves the right to revise the above timeline.

6. **RFI Coordinator**

Vendor communications concerning this RFI should be directed to the RFI Coordinator listed below.

<table>
<thead>
<tr>
<th>RFI Coordinator</th>
<th>Jolena Missildine</th>
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<tbody>
<tr>
<td><strong>Address</strong></td>
<td>Washington State Department of Transportation</td>
</tr>
<tr>
<td><strong>Phone</strong></td>
<td>(360) 705-7548</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><a href="mailto:missildj@wsdot.wa.gov">missildj@wsdot.wa.gov</a></td>
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7. **Response Preparation Instructions**

WSDOT requests that vendors respond with any preprinted materials that would provide the information requested.

Vendors are to provide responses in an electronic format such as Adobe Acrobat or Microsoft Word. **All communications must reference the RFI acquisition number RFI-2015-0324 in the subject or title area.** This will assist in our review process.

Responses to this RFI should be submitted to the RFI Coordinator no later than 12:00 p.m. (noon) April 7, 2015, Pacific Standard Time (PST), as appropriate. Please do not cut and paste your responses into this RFI. Instead, provide your response as a separate document and include numbers referencing the RFI section to which you are responding. Only one electronic copy need be submitted.

Please submit responses to the RFI Coordinator. The RFI Coordinator may email an acknowledgement of receipt to the submitting Vendor.

8. **Cost of Response Preparation**

Vendors will not be reimbursed for costs associated with preparing or presenting any response to this RFI.

9. **Response Property of WSDOT**

All materials submitted in proposal to this RFI become the property of the WSDOT. WSDOT has the right to use any of the ideas presented in any proposal to the RFI. Selection or rejection of a proposal does not affect this right.
10. Public Records and Proprietary Information

Any information contained in the response that is proprietary or confidential must be clearly designated. Marking of the entire submission as proprietary or confidential will be rejected as non-responsive.

To the extent consistent with chapter 42.56 RCW, the Public Disclosure Act, WSDOT shall maintain the confidentiality of Vendor’s information marked confidential or proprietary. If a request is made to view Vendor’s proprietary information, WSDOT will notify Vendor of the request and of the date that the records will be released to the requester unless Vendor obtains a court order enjoining that disclosure. If Vendor fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

WSDOT’s sole responsibility shall be limited to maintaining the above data in a secure area and to notify Vendor of any request(s) for disclosure for so long as WSDOT retains Vendor’s information in WSDOT records per state law. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by Vendor of any claim that such materials are exempt from disclosure.

11. Vendor Comments and Questions

Vendors may submit comments and questions to the RFI Coordinator prior to responding to the RFI by the date indicated in the RFI schedule in Section 5. Responses to vendor questions will be considered addendums to the RFI. Modifications to the RFI that may result from Vendor comments will be sent to all Vendors. Where there appears to be a conflict between the RFI and any amendment or addenda issued, the last amendment or addendum issued will prevail.