Certification Program for IntelliDrive$^\text{SM}$

Preparing to Develop a Standards Compliance and Interoperability Certification Program for IntelliDrive$^\text{SM}$ Hardware and Software

RFP# MW121010B
December 10, 2010

Issued by
Procurement Services
Charlottesville, Virginia

A VASCUPP Member Institution
I. GENERAL INFORMATION

Request for Proposal (RFP) Name: Certification Program for IntelliDrive\textsuperscript{SM}

RFP Number: MW121010B

Issue Date: December 10, 2010

Preproposal Questions: Any questions or necessary additional information concerning this RFP must be sent to the buyer listed below no later than 12:00 p.m. EST on Friday, January 7, 2011 in order to guarantee a timely response prior to the proposal due date. \textit{Please be advised the University of Virginia will, for all practicable purposes, be closed between December 23\textsuperscript{rd} and January 2\textsuperscript{nd}. Any questions received during this time will be reviewed/answered beginning January 3, 2011.}

Proposal Due Date: 3:00 p.m. EST on Friday, January 28, 2011. Proposals must be sent to the buyer via email using the contact information in the box below. The University of Virginia (the “University”) reserves the right to reject proposals received after the stated due date and time.

Expected Award Date: Tuesday, March 1, 2011

REFER ALL QUESTIONS TO THE ISSUING OFFICE:

UNIVERSITY OF VIRGINIA
Department of Procurement Services
Attention: Michael Warlick
Phone: 434-924-8918
Fax: 434-982-2690
Email: warlick@virginia.edu

NOTE 1: If the RFP proposal is sent U.S. Postal Service, use the P. O. Box. The University does not take responsibility for lost or misdirected mail.

NOTE 2: During the RFP process, all communication must be directed to the buyer listed above, with the exception of issues directly related to SWAM business and SWAM subcontracting opportunities. Such SWAM issues may be alternately directed to Bill Cooper, the University’s Director of Supplier Diversity, at (434) 924-7174 or SWAM@virginia.edu. Any failure to adhere to this requirement may result in the rejection of the firm’s proposal or cancellation of the RFP.
This Request for Proposal (RFP) has been posted on Procurement Services web site for your convenience. Addenda and attachments are posted if issued. The RFP can be downloaded at this web site: [http://www.procurement.virginia.edu/pagerfp](http://www.procurement.virginia.edu/pagerfp). It is the firm’s responsibility to ensure that the latest version of the entire RFP and related links are reviewed prior to submission of a proposal. We encourage you to check the web site frequently for any changes prior to the due date. Call (434) 924-1346 if you have trouble accessing the RFP from the web. For questions about the content of the RFP, contact the buyer listed above. Additional information can be found on Procurement Services web site: [http://www.procurement.virginia.edu](http://www.procurement.virginia.edu).

For ease of reference, each firm or individual receiving this RFP is referred to as a “firm” and the firm or individual selected to provide services for the University is referred to as the “Selected Firm”. This RFP states the instructions for submitting proposals and the procedure and criteria by which a firm may be selected.

II. BACKGROUND INFORMATION

**IntelliDriveSM Pooled Fund Study**

The project detailed in this RFP is intended to investigate a certification program for IntelliDriveSM as part of the Pooled Fund Study entitled “Program to Support the Development and Deployment of Infrastructure IntelliDriveSM Applications.” This pooled fund study was created by a group of state transportation agencies and the Federal Highway Administration (FHWA), with the Virginia Department of Transportation (VDOT) serving as the lead agency. The University of Virginia Center for Transportation Studies is supporting VDOT on the pooled fund study, serving as the technical and administrative lead for the effort. For more information about the pooled fund study and the scope of the project in this RFP, please see [http://cts.virginia.edu/IntelliDrive.html](http://cts.virginia.edu/IntelliDrive.html).

**Background**

The underlying concept of IntelliDriveSM is to create a national, interoperable communications environment to support safety and mobility applications. It is, however, apparent that the deployment of On-Board Equipment (OBE) units and Road Side Equipment (RSE) units necessary to create IntelliDriveSM will not happen nationally in a rapid, centrally coordinated fashion. Rather, this deployment will likely be initiated locally first and then gradually expand its coverage. While this approach is pragmatic, it does add to the complexity of ensuring standards compliance across generations of equipment.

As such, a likely end scenario would be that some vehicles will be equipped with an OBE unit manufactured by a certain company (possibly installed as original equipment) and other vehicles will utilize aftermarket “plug-in” OBE units made by another supplier. The same case applies to...
RSEs installed in different regions. Thus, a critical question is raised: “Can a driver from New York take his truck with an OBE unit and drive it in other states, for example Michigan, California or Arizona, and the OBE unit function properly with RSE units and aftermarket OBE units there?” In order to be able to answer “Yes” and to achieve the maximum benefits from IntelliDrive\textsuperscript{SM}, interoperability of hardware and its’ associated software should be guaranteed. It is therefore important to develop a certification/testing procedure for IntelliDrive\textsuperscript{SM} hardware (i.e. OBE and RSE) and software to guarantee its compliance with the standards and interoperability.

### III. SCOPE OF SERVICES

The University seeks a qualified organization (the “Selected Firm”) to investigate the certification program of IntelliDrive\textsuperscript{SM} (the “Services”). The detailed name of this service is “Preparing to Develop a Standards Compliance and Interoperability Certification Program for IntelliDrive\textsuperscript{SM} Hardware and Software.”

#### A. Goal and Objectives

The goal of this project is to develop the foundational knowledge necessary to inform the pooled fund study members on the certification issue, providing the information necessary to support the future development of a certification program for IntelliDrive\textsuperscript{SM} hardware and software for standards compliance and interoperability.

The objectives of this project are:

- To review general certification practices,
- To review the current activities associated with IntelliDrive\textsuperscript{SM} certification, and
- To prepare a recommended set of next steps and action items necessary to create a certification procedure for IntelliDrive\textsuperscript{SM} hardware and software for standards compliance and interoperability.

#### B. Tasks

Tentative tasks proposed to accomplish the project goal are:

1. **Review of general certification/testing procedures: “What do we need to guarantee interoperability?”**
   
a. The purpose of this task is to review and summarize the general certification procedures that are currently implemented in the field of transportation as well as information technology.
   
b. In particular, current practices to be investigated include, but are not limited to, the following:
5.9GHz DSRC Device Certification Program of the Omni Air Consortium
Case studies on testing of various traffic related devices such as dynamic message signs, traffic signals, center-to-center communications, etc. conducted based on the National Transportation Communications for ITS Protocol (NTCIP) standards

c. **Deliverable:** A summary report of general certification procedures

2. Review of current activities for IntelliDrive℠ certification: “*What are other agencies, including USDOT, looking at through their IntelliDrive℠ program?*”
   a. In this task, all the current activities associated with the certification of IntelliDrive℠ hardware and software should be reviewed and documented.
   b. **Deliverable:** A report synthesizing current IntelliDrive℠ certification activities

3. Identification of focus areas: “*What are the missing parts?*”
   a. Based on the results from previous tasks, this task will identify the areas that have not been addressed fully to meet state and local agency needs.
   b. Some of the key items to be investigated include:
      - Certification structure including scheme owner, certification body, testing laboratory, etc.,
      - Certification process and its definition for hardware/software and associated applications,
      - Testing procedure, and
      - Implementation recommendations.
   c. **Deliverable:** A report identifying focus areas

4. Preparation of recommended action items: “*What are the next steps to fill these gaps?*”
   a. Finally, this task will prepare and recommend a list of action items necessary to move towards the actual development of an IntelliDrive℠ hardware and software certification program. A decision, whether or not to pursue a next phase project to implement recommended action items, will be made based on the deliverable of this task.
   b. **Deliverable:** A guidance document summarizing recommended next steps and action items
IV. CONTENTS OF THE PROPOSAL

Proposals are to provide a concise description of the organization’s research plan and capabilities to satisfy the requirements of the RFP. Emphasis will be on completeness and clarity of content. The proposal should be kept to 20 pages or less not including a title page and qualifications of project participants. Firms will provide the following information:

A. A detailed description and the full plan, to include a timeline, to accomplish the Services proposed.

B. A brief history of the firm and its experience, qualifications and success in providing the type of service requested.

C. The firm’s proposed price / fee for providing the Services.

D. The firm’s Small, Woman-owned and Minority-owned (SWAM) businesses status and/or how the firm intends to utilize SWAM firms in regards to this particular procurement.

NOTE: Virginia Freedom of Information Act
Except as provided below, once an award is announced, all proposals submitted in response to this RFP will be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by a firm as part of its proposal will not be subject to public disclosure under the Virginia Freedom of Information Act; however, the firm must invoke the protections of this section prior to or upon submission of its proposal, and must identify the specific data or other materials to be protected and state the reasons why protection is necessary. A firm may not request that its entire proposal be treated as a trade secret or proprietary information; nor may a firm request that its pricing be treated as a trade secret or proprietary information, or otherwise be deemed confidential.

V. BASIS OF SELECTION

Proposals will be evaluated based upon the overall merits/value of the proposal including, but not limited to, price. The University will evaluate proposals, and if a firm is to be selected, select the firm on the basis of:

A. The firm’s technical plan to provide the University with the products as described in the Scope of Services section;
B. The firm’s experience in providing Services similar to those described in this RFP;

C. The firm’s price/fee for providing the Services; and

D. The firm’s Small, Woman-owned and Minority-owned (SWAM) businesses status and/or the firm’s plan for utilization of SWAM businesses. For more information about SWAM and the University’s SWAM plan, refer to the following site: [www.procurement.virginia.edu/main/publicpostings/rfp/SWAMplan.pdf](http://www.procurement.virginia.edu/main/publicpostings/rfp/SWAMplan.pdf).

*Note 1:* A 10% minimum weight will be given to this criterion in evaluating proposals.

*Note 2:* Any questions related to SWAM business and SWAM subcontracting opportunities can be directed to Bill Cooper, the University’s Director of Supplier Diversity, at (434) 924-7174 or SWAM@virginia.edu.

### VI. TERMS AND CONDITIONS

This solicitation and any subsequent award is subject to:

A. The Selected Firm registering as a vendor with the University of Virginia: [https://www.procurement.virginia.edu/forms/USVendorRegForm.html](http://www.procurement.virginia.edu/forms/USVendorRegForm.html)


*Note:* Unless a firm expressly and specifically states its exception to any of the Preferred Provisions in its written proposal, then the proposal from the firm will automatically be deemed to include those Provisions.