



## WVDOH Bid Submission for Traffic Monitoring Data Collection

CRFQ # 0803 DOT 1600000055

February 10, 2016

State of West Virginia  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

02/09/16 12:26:07  
WV Purchasing Division





A VETERAN-OWNED  
SMALL BUSINESS

**CORPORATE OFFICE**  
**Baltimore, MD**  
Suite H  
9900 Franklin Square Drive  
Baltimore, Maryland 21236  
410.931.6600  
fax: 410.931.6601  
1.800.583.8411

**FIELD LOCATIONS**

Arkansas  
Maryland  
New York  
North Carolina  
Ohio  
Texas  
Virginia  
Washington State  
West Virginia

February 10, 2016

Ms. Sheila L. Hannah  
State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

RE: *We want to continue to work with you!*  
CRFQ Number: 0803 DOT 1600000055  
TTG No. 2015-1211

Dear Ms. Hannah:

We can continue to keep you on schedule and be an *integral* part of your team – NOT just another consultant!

We are committed to DOH and have unparalleled experience in the area of Data Collection. We are the largest and most experienced firm in the Nation, and you know our reputation (100,000+ counts/year Nationwide.) As a result, we bring to the WVDOH the following:

The *benefits* of keeping our firm as your consultant:

- Members of our team have been involved in data collection contracts for more than thirty (30) years. We will utilize the same DOH experienced staff on this contract.
- Fifteen (15) years previous experience with DOH.
- Staff members previously working for WVDOH are still with our firm.
- Six (6) previous contracts with WVDOH.
- Largest inventory of machines in the Nation.

**PROVEN QUALITY SERVICE:** Our management staff has been in place since our first contract with the WVDOH.

Our “repeat business” and complimentary reviews received by team members are a testament to our proven ability to provide a quality product in a time efficient and cost effective manner.

**DEPTH OF RESOURCES:** The Traffic Group, Inc. has the experienced staff, equipment inventory, and a working knowledge of the geographic area to successfully undertake this contract. We have the largest data collection department in the U.S. We already have dedicated 250 traffic counting machines to this contract.

Ms. Sheila L. Hannah

February 5, 2016

Page 2

We believe that our firm meets and exceeds all of the qualifications required for successful completion of this contract.

Our experience, expertise and staff/equipment resources in the required areas of data collection allow us to offer the WVDOH unparalleled service in this area.

We want to continue to partner with WVDOH and help you meet all your goals and objectives on this contract.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Guckert', written in a cursive style.

Anthony Guckert

Senior Vice President, Data Division

P.S.: It may be important to know that we are a Veteran Owned Small Business (VOSB).

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DOT160000055**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input checked="" type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input checked="" type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

The Traffic Group, Inc.

Company



Authorized Signature

February 10, 2016

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

**State of West Virginia  
 Request for Quotation  
 19 – Highways**

Proc Folder: 163335

Doc Description: Addendum No. 4 - Traffic Monitoring

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-01-26	2016-02-10 13:30:00	CRFQ 0803 DOT1600000055	5

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Sheila L Hannah  
 (304) 558-4317  
 sheila.l.hannah@wv.gov

Signature X

FEIN # 52-1391057

DATE February 10, 2016

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 4. To answer technical questions and add attachments. See attached pages.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US		DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	TYPE A MECHANICAL VOLUME COUNT	2600.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
 TYPE A (1 TUBE) MECHANICAL VOLUME COUNT

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US		DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	TYPE B MECHANICAL VOLUME COUNT	250.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
 TYPE B (2 TUBE) MECHANICAL VOLUME COUNT

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US		DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	TYPE C(RADAR OR SIMILAR NON-INTRUSIVE COUNTS)	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
TYPE C (RADAR OR SIMILAR NON-INTRUSIVE COUNTS)

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US	DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	MECHANICAL CLASSIFICATION COUNTS	700.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
MECHANICAL CLASSIFICATION COUNTS

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US	DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	MECHANICAL SPEED COUNTS	20.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
MECHANICAL SPEED COUNTS

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US		DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	TURNING MOVEMENT COUNT	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
TURNING MOVEMENT COUNT

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US		DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	TURNING MOVEMENT COUNT PLUS INTERSECTION	100.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**  
TURNING MOVEMENT COUNT PLUS INTERSECTION DIGITAL PHOTOGRAPHS

INVOICE TO		SHIP TO	
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	ELECTRONIC LICENSE PLATE RECOGNITION DATA	120.00000	EA		



Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**

ELECTRONIC LICENSE PLATE RECOGNITION DATA PER CAMERA PER HOUR

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US	DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	VIDEO ANALYTICAL TOOLS	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**

A SPECIFIED COST FOR VIDEO ANALYTICAL TOOLS FOR INTERSECTIONS

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV25305 US	DIVISION OF HIGHWAYS PLANNING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A-450 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	DIRECTIONAL COUNTS	100.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

**Extended Description :**

A SPECIFIED COST FOR DIRECTIONAL COUNTS

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory Pre-Bid Meeting at 10:00am	2016-01-06
2	Technical questions	2016-01-12

<b>DOT160000055</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 4 - Traffic Monitoring	<b>Page 6</b> <b>of 6</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**PRICING PAGE**

ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT PRICE (PER PACKAGE)	EXTENDED AMOUNT
5.6.1	2600	EACH	Type A (1Tube) Mechanical Volume Count	56.00	\$145,600.00
5.6.2	250	EACH	Type B (2Tube) Mechanical Volume Count	105.00	\$26,250.00
5.6.3	5	EACH	Type C (Radar or Similar Non-Intrusive Counts)	400.00	\$2,000.00
5.6.4	700	EACH	Mechanical Classification Counts	240.00	\$168,000.00
5.6.5	20	EACH	Mechanical Speed Count	240.00	\$4,800.00
5.6.6	200	EACH	Turning Movement Count	540.00	\$108,000.00
5.6.7	100	EACH	Turning Movement Count Plus Intersection Digital Photographs	540.00	\$54,000.00
5.6.8	120	EACH	Electronic License Plate Recognition Data Per Camera Per Hour	100.00	\$12,000.00
5.6.9	10	EACH	A Specified Cost For Video Analytical Tools for Intersections	250.00	\$2,500.00
5.6.10	100	EACH	A Specified Cost For Directional Counts (Directional Counts)	105.00	\$10,500.00
<b>TOTAL FOR ALL ITEMS</b>					<b>\$533,650.00</b>





A VETERAN-OWNED  
SMALL BUSINESS

CORPORATE OFFICE

Baltimore, MD  
Suite H  
9900 Franklin Square Drive  
Baltimore, Maryland 21236  
410.931.6600  
fax: 410.931.6601  
1.800.583.8411

FIELD LOCATIONS

Arkansas  
Maryland  
New York  
North Carolina  
Ohio  
Texas  
Virginia  
Washington State  
West Virginia

February 22, 2016

Ms. Sheila L. Hannah  
State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

RE: State of West Virginia Request for Quotation  
CRFQ Number: 0803 DOT 1600000055  
TTG No. 2015-1211

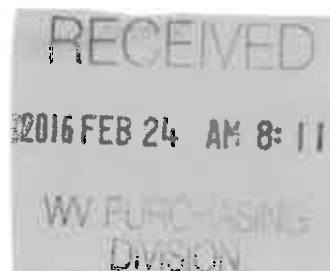
Dear Ms. Hannah:

Attached please find the Addendum Acknowledgment Form which confirms receipt of Addendum numbers 1 through 6. Please include this form with the Bid Submission delivered to your attention on February 9, 2016.

Thank you for your attention.

Sincerely,

Anthony Guckert  
Senior Vice President, Data Division



**ADDENDUM ACKNOWLEDGEMENT FORM**  
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The Traffic Group, Inc.

\_\_\_\_\_  
Company



\_\_\_\_\_  
Authorized Signature

February 22, 2016

\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.

**SOLICITATION NUMBER: CRFQ – DOT1600000055**  
**Addendum Number: 6**

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The purpose of this addendum is to modify the solicitation identified as CRFQ DOT1600000055 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. Modify bid opening from February 17, 2016 to February 24, 2016 at 1:30 pm.
2. To provide responses to vendor questions inadvertently omitted from previous addenda.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# State of West Virginia

## VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code, §5A-3-37**. (Does not apply to construction contracts). **West Virginia Code, §5A-3-37**, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
2. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
3. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
4. **Application is made for 5% vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

**Bidder:** The Traffic Group, Inc.

**Signed:** 

**Date:** February 10, 2016

**Title:** Senior Vice President - Data Division

STATE OF WEST VIRGINIA  
Purchasing Division

RFQ No. DOT1600000055

# PURCHASING AFFIDAVIT

**MANDATE:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: The Traffic Group, Inc.

Authorized Signature: *[Handwritten Signature]* Date: February 10, 2016

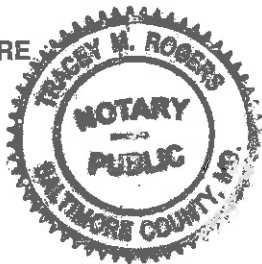
State of Maryland

County of Baltimore, to-wit:

Taken, subscribed, and sworn to before me this 8<sup>th</sup> day of February, 2016.

My Commission expires December 3, 2018.

AFFIX SEAL HERE



NOTARY PUBLIC *[Handwritten Signature: Tracey M. Rogers]*