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

State of West Virginia
 Request for Quotation
 10 - Consulting

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Proc Type: Central Master Agreement

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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:

STV Incorporated
 1818 Market St. #1410
 Philadelphia, PA
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2019 JAN 22 AM 10:14

WV PURCHASING
 DIVISION

FOR INFORMATION CONTACT THE BUYER

Michelle L Childers
 (304) 558-2063
 michelle.l.childers@wv.gov

John Pongia

Signature X FEIN # 13-1986759 DATE 01 / 18 / 2019

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

PTR190000004	Document Phase Final	Document Description Public Transportation Agency Safety Plan	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

*STV requested
exceptions to terms and
conditions are included
in the proposal

REQUEST FOR QUOTATION (RFQ)

FOR

CONSULTING

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

STATE OF WEST VIRGINIA

2019 WASHINGTON STREET EAST

POST OFFICE BOX 50130
CHARLESTON, WV 25305-0130

CRFQ NO. 0805 PTR190000000004

1/18/2019

Submittal Letter



January 18, 2019

Ms. Michelle L. Childers
Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305

Reference: Request for Quotation: Public Transportation Agency Safety Plan
CRFQ No.: 0805 PTR1900000004

Dear Ms. Childers:

There is nothing more important to a transportation agency than making sure that its operations are safe and compliant with the regulatory requirements. STV understands the importance of working with State of West Virginia to ensure that it has a compliant Public Transportation Agency Safety Plan.

National Transportation Safety Expertise

STV Incorporated (STV) brings a team of expert system safety professionals with the proven ability to address the range of issues to be dealt with under this contract. We offer the expertise of our system safety professionals, including Certified Safety and Security Directors (WSO-CSSD), Certified Safety Executives (WSO-CSE), and numerous technical experts with decades of transportation experience.

Qualified Staff and Dedicated Team Leadership

An expert in rail safety, operations and maintenance, our **proposed Project Director David Morgan, WSO-CSSD/CSE, TSSP**, has over 30 years of rail transportation experience. David serves as STV's System Safety National Practices Director. He spent over 28 years at NJ TRANSIT where he began his career in public transportation. He has worked in all modes of transportation, including Commuter Rail, Bus and Light Rail Operations. David went on to become an Assistant General Manager of Light Rail Operation and Maintenance with NJ TRANSIT.

David continued his career at New Jersey Department of Transportation (NJDOT) where he performed regulatory oversight of the state's rail operations, and service as the Manager of NJDOT's Office of State Safety Oversight.

As Project Director for this effort, David's skills, knowledge, and talents with transportation operations and maintenance, and regulatory matters will be tapped for assisting the State of West Virginia in the development of its PTASP. David will provide West Virginia's Department of Transportation's Division of Public Transit with the expertise and knowledge required to thoroughly address the full range of safety issues related to this project.

John Ponzio will serve as the Principal-in-Charge, providing executive oversight on the overall contract. He will be directly responsible for the successful performance of our team. As STV's Systems, Safety, and Security National Practice Leader, John is well versed in the system safety processes.

A. Introduction of the Offeror

INTRODUCTION OF THE OFFEROR

STV is an award-winning, multidisciplinary engineering and architecture firm with more than 2,000 professionals in 40 offices throughout North America. We have provided system safety, security, planning, design, operations, maintenance, and construction management (CM) services for rail/transit agencies and other public and private sector clients across the country for more than 100 years. STV has an extensive freight rail practice and has been serving major freight carriers for over four decades. Consistently ranked among the country's top 25 engineering and design firms, STV was recently ranked #7 in Mass Transit and Rail by *Engineering News-Record*.

Founded in 1912, the firm has built a national reputation as a leader in the rail transportation consulting industry. Our experience encompasses all aspects of public transportation (Bus, commuter and light rail), including safety and operations, maintenance (Mechanical and Infrastructure), signals and communications, electrical traction power subsystems, stations, stops and terminals, maintenance shops and storage yards, vehicles, and right of ways.

For over 40 years, STV's Transportation & Infrastructure Division has served the transportation industry, meeting the needs of clients and the traveling public through planning, design, and construction of major transportation projects. We earned our national reputation as a leader in the transportation and infrastructure industries by providing high-quality service; an integrated, multidisciplinary approach; exceptional project experience; and veteran project managers and principals — many of whom are former managers of passenger rail transit agencies. As a result, many of our clients repeatedly return to us for new and continuing projects.

STV has fully integrated safety, operations, security, emergency management / preparedness, systems (signals, traction electrification, communications and track), vehicles, civil, security and facilities disciplines into a single transportation group; we are one of the few firms with this structure. This depth of experience makes STV a truly unique, full-service firm. West Virginia's DOT can be confident that we have available staff in all disciplines with the qualifications and experience that allow STV to rise to any challenge.

STV is organized into four operational practices: Transportation & Infrastructure, Buildings & Facilities, Construction Management, and Energy Services. Since quality is fundamental to our practice, STV has an independent Corporate Quality Director who reports to our President/CEO. This provides an objective assessment of the effectiveness of STV's quality practices in each of the firm's four operating divisions, as well as its administrative groups.

TEAM COMPOSITION

STV

STV will call on a wide range of experience that our team members bring in the System Safety, Safety, OSHA, Rail Operations and Maintenance practices to deliver exceptional services to West Virginia's DOT. In addition, all the personnel selected for this contract are experienced, and most are World Safety Organization Certified Safety and Security Directors, with a long history of serving federal, public, and private sector clients.

ADDRESS OF OFFEROR'S OFFICE

This project will be managed from our Philadelphia, PA office, located at 1818 Market Street, Philadelphia, PA.

Our Principal-in-Charge John Ponzio and Project Director David Morgan, WSO-CSSD/CSE are both located in our Philadelphia office.

RELEVANT PROJECTS AND REFERENCES

STV's background with System Safety assessments gives us the ability to respond to WV DOT DPT's needs in an efficient and timely manner. Our experience of working on complex projects spans decades. Based on this experience, we understand the variety of services required to develop 49 CFR Part 673 Final Rule compliant Public Transportation Safety Plans for eligible transit organizations, assist eligible transit agencies in the implementation of SMS, assist with safety plan implementation, assist with the development of safety performance targets and provide plan related training. Our system safety team has performed System Safety work for other transportation clients, including:

- Amtrak
- FTA
- Maryland Department of Transportation (MDOT) Maryland Transit Administration (MTA)
- SEPTA
- Dallas Area Rapid Transit (DART)
- Los Angeles County Metropolitan Transportation Authority (Metro)
- Massachusetts Bay Transportation Authority (MBTA)
- Port Authority of Transportation Company (PATCO)
- Hampton Roads Transit (HRT)
- Connecticut Department of Transportation (Conn DOT) – CTRAIL Project
- Regional Transportation District (Denver) (RTD)

The following provides a detailed description of relevant projects that STV has performed.

Hampton Roads Transit Safety & Security Support Services Various Locations, VA

STV, is providing technical safety and security expertise on a task-order basis for all Hampton Roads Transit (HRT) modes of transportation, assisting with system safety security engineering, regulatory consulting, regulatory compliance training, safety assistance, accident/incident investigation and analysis, fire/life safety support, and SSPP and SEPP support.

Public Transportation Agency Safety Plan: STV is currently providing technical assistance to HRT to begin a comprehensive outline for the transition of its current System Safety Program Plan into the Federal Transit Administration's mandated Public Transportation Agency Safety Plan (PTASP).

Regulatory Consulting & Compliance Training: STV is conducting regulatory consulting support for compliance with the FTA, OSHA, Virginia Department of Transportation (VDOT), and Virginia Department of Rail and Public Transportation (VDRPT). The firm is also assisting HRT to determine the applicability of regulations and programs for standards and recommended practices from the American Public Transportation Association (APTA), Transportation Security Administration (TSA), National Fire Protection Association (NFPA), and National Electrical Code (NEC). STV's compliance training services include updates regarding regulatory revisions that may impact HRT's operations or compliance. The firm is also providing guidance on regulatory interpretation and informal training on regulatory compliance.

Safety & Regulatory Compliance & Assistance: STV is providing engineering services to support the implementation of HRT's safety and security goals and objectives, including providing fire protection engineering support, performing ad-hoc engineering studies related to operational safety issues experienced in the various modes of transportation operated by HRT, developing technical reports and detailing the findings and corrective recommendations, and providing support documentation of findings that include identification of resources and development of CAPs. The firm is also assisting in the preparation and response to the statutory requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21) law and Fixing America's Surface Transportation Act (FAST) law.

STV is providing technical support for the internal safety and auditing program and for VDRPT tri-annual reviews. The firm will assist with the development of hazard assessment reports and CAPs resulting from accidents, near misses, internal safety reviews/audits, inspections, and assessments. STV will also assist with performing and reviewing hazard analyses; reviewing and/or revising emergency management plans, rules, and procedures; and providing support in the review, revision, or creation of emergency management plans, emergency operations plans, and continuity of operations plans, emergency operations procedures, and standard procedures. The firm is assisting with the design, planning, and execution of full-scale and tabletop emergency exercises with authorities having jurisdiction and HRT staff.

PATCO System Safety Support Camden, NJ

STV is providing system safety support on a task-order basis to the Port Authority Transit Corporation (PATCO) with system safety and security engineering, regulatory consulting, regulatory compliance training, safety assistance, accident/incident investigation and analysis, fire/life safety support, and system safety program plan support.

Regulatory Consulting and Compliance Training: Regulatory consulting includes FTA and NJ Department of Transportation's State Safety Oversight (NJDOT SSO) support. STV is assisting PATCO to determine the applicability of regulations and programs for standards and recommended practices from APTA, TSA, NFPA, and National Electrical Code. Compliance training includes updates regarding regulatory revisions that may impact PATCO's operations or compliance.

STV is currently providing technical assistance to PATCO to begin a comprehensive outline for the transition of its current System Safety Program Plan into the Federal Transit Administration's mandated Public Transportation Agency Safety Plan (PTASP). The tasks listed below will allow for the transition of the current document into the PTASP as required by FTA rule 49 CFR Part 673.

STV is also providing guidance on regulatory interpretation and informal training on regulatory compliance. **Safety and Regulatory Compliance and Assistance:** The firm is providing engineering services to support the implementation of PATCO's safety and security goals and objectives, including providing fire protection engineering support, performing ad-hoc engineering studies related to operational safety issues of the PATCO system, developing technical reports detailing

the findings and corrective recommendations, and providing support documentation of findings that include identification of resources and development of corrective action plans (CAPs).

STV is also assisting PATCO prepare for and respond to statutory requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21) and the Fixing America's Surface Transportation Act (FAST). Additional Support: In addition, STV is providing technical support for the internal safety and auditing program and for NJDOT SSO tri-annual reviews, as well as the development of hazard assessment reports and CAPs resulting from internal safety reviews/audits, inspections, and assessments. The firm will also assist with performing and reviewing hazard analyses, and in reviewing and/or revising emergency management plans, rules, and procedures.

FTA Safety & Security Project Management Oversight Nationwide

STV provided expert consultant services to the FTA for New Starts and Small Starts transit system investments throughout the United States, including feasibility analyses, multibillion-dollar capital program oversight, and safety and security certifications.

In support of the project oversight team, the firm's specialized transit safety and security experts conducted follow-up evaluations and document audits of SSPPs, project safety and security management

plans, and SSCPs — as well as the supporting plans, studies and analyses, and implementation strategies

they were based on — to verify compliance with USDOT and FTA requirements. Our analyses were based on project schedules, meetings, discussions, and reviews of pertinent materials, while working closely with the project and transit authority staff and their consultants. STV's findings and recommendations were accepted in all required FTA reports and helped launch some of the largest new transit lines in the country, including:

- Seattle Sound Transit & Sounder Capital Programs—\$2.4 billion
- Denver RTD/Colorado Department of Transportation Capital Program—\$2.4 billion
- BART District Colma Station Extension, San Francisco International Airport Extension & related programs—\$2.2 billion
- San Francisco Municipal Transportation Agency Third Street Light Rail Project & related programs—\$3.3 billion

Region of Waterloo Rapid Transit Division ION LRT System Ontario, Canada

STV is providing project management and technical leadership for systems safety and security certification consulting for the 11.8-mile Waterloo Stage 1 LRT design, finance, build, operate, and maintain project. Our efforts include preparation and management of the SSMP, SSCP, PHA, TVA, OHA, safety and security design criteria, and systems safety and security certification checklists. STV is coordinating with the design-build team to verify compliance with safety measures delineated in the design criteria, chairing life safety and security organizations, and

reviewing the development of life safety and security plans and measures with rail operations managers to validate that the system will be safety certified for revenue service.

Greater Richmond Transportation: GRTC Pulse BRT Richmond, VA

The City of Richmond, Henrico County, GRTC, and the Project Team launched the GRTC Pulse service on Sunday, June 24, 2018. The GRTC Pulse Project is located in the City of Richmond and the County of Henrico, Virginia, and involved the development of a Bus Rapid Transit (BRT) system. The limits of the completed Pulse system are from Willow Lawn in Henrico County to Rocketts Landing in the City of Richmond, for a total length of approximately 7.6 miles. The system includes 14 stations (26 platforms) comprised of 5 median stations and 8 curb side stations. The system route includes a combination of mixed flow, dedicated median running, and dedicated curb running BRT operations.

The STV System Safety Team was contracted to ensure that the Project met Federal Transit Administration (FTA) requirements and obtained final Safety and Security Certification in a comprehensive and timely manner. To assist in this effort STV's System Safety Team was responsible for completing the following tasks:

- Finalize PHA/TVA
- Draft CIL/CEL
- Finalize safety and security design criteria
- Develop and complete design criteria conformance checklists
- Perform design conformance verification
- Implement hazard and vulnerability resolution and tracking
- Develop specification conformance checklists for construction
- Perform construction conformance verification
- Perform testing and validation support
- Draft Certificates of Conformance
- Participate on the Safety and Security Certification Committee
- Support GRTC and VDOT with operational readiness

On June 22, 2018 the GRTC Pulse Bus Rapid Transit Project reached final Safety and Security Certification with the fulfillment of all safety and security requirements set forth by the FTA.

HRT The Tide LRT Extension Norfolk & Virginia Beach, VA

STV is providing 30% plans and bridging documents for HRT as it develops the 3.5-mile extension of the Tide, a 7.4-mile LRT system between Norfolk and Virginia Beach, VA. The firm is providing services to integrate new and existing systems, including communications, signaling, and traction power. STV is also developing specifications and designs for the carrier transmission system, fiber optic cable plant, systems network, passenger assistance intercom, service telephones, CCTV, fire, access control, voice and data radio, PA and variable message sign systems, and traffic control systems.

As part of the project, the firm is responsible for preparation and management of the SSCP, SSMP, hazard analysis, OHA, safety and security design criteria, system safety, and security certification checklists. STV is performing a review of life safety and security plans and measures with HRT rail operations managers to validate that the system will be safety certified for revenue service.

REQUIRED DISCIPLINE/EXPERTISE

To provide West Virginia's Department of Transportation's Division of Public Transit with the expertise needed to complete the requested Public Transportation Agency Safety Plan, STV has assembled a team of technical professionals who have managed numerous projects and maintained key roles in system safety projects nationwide. The team's key personnel provide flexibility, versatility, and technical knowledge of Federal Transit Administration regulations, operations and maintenance, as well as the relevant issues associated with system operations.

The STV Team is comprised of technical professionals in the fields of operations, maintenance, system safety and operational safety, and has completed operational safety assessments/audits nationwide. The STV team includes Certified Safety and Security Directors, certified by the World Safety Organization. Several of the team members are also Senior Associate Staff Instructors with the Transportation Safety Institute (TSI), where they provide instruction in Rail System Safety, as well as Rail Incident Investigation, Advanced Rail Incident Investigation, Effectively Managing Transit Emergencies, and Transit Rail System Safety Auditing, to various transportation agency professionals throughout North America, this also includes investigators from both the National Transportation Safety Board (NTSB), FRA and TSA. The team's key personnel provide flexibility, versatility, and technical knowledge of the relevant issues.

Most of the STV team has worked and held senior leadership positions in transportation system positions, where they oversaw rail operations and maintenance and safety. This understanding allows for a better appreciation of the issues and challenges that an agency like WV DOT DPT has in completing projects.

PROJECT MANAGEMENT TEAM

Leading the STV team as your single point of contact and project director will be **David Morgan, WSO-CSSD/CSE**. Mr. Morgan is STV's System Safety National Practices Director, with experience in public transit operations, maintenance, and safety and regulatory oversight. He has provided similar System Safety services to other rail and transit agencies across North America.

Mr. Morgan will lead the overall management of this contract. He will manage communication between the STV team and WV DOT DPT to maintain schedule, budget, and quality and will be directly responsible for the successful performance of our team. STV's philosophy is to maintain short, effective lines of communication. Mr. Morgan will identify and assign staff resources based on capabilities and strengths (see the Exhibit 1: Team Qualifications / Staff Skills Matrix below) to the various audits and evaluations. Mr. Morgan will then assign each evaluation to the appropriate resource.

Guidelines and procedures will be initiated to closely monitor the execution of the project. The STV team will facilitate a balance of all components that support project delivery including processes, people, tools, and skills. Whether the project proceeds as planned or requires modifications, Mr. Morgan can access our depth of resources to satisfy the needs of the project.

KEY PERSONNEL

David Morgan, WSO-CSSD/CSE Rail Transit, TSSP

Project Manager

Leading the STV team as your single point of contact and project director will be David, WSO-CSSD/CSE Rail Transit. David is STV's Director System Safety National Practice, with experience in transit operations, maintenance, safety, and regulatory oversight. David has provided similar system safety services to other transit agencies across North America.

Mr. Morgan leads STV's national practice System Safety unit. He is a Certified Safety and Security Director (CSSD) / Certified Safety Executive (CSE) with more than 30 years of experience in commuter, freight and light rail transit (LRT) operations and maintenance, as well as safety and regulatory oversight in the New York/New Jersey metropolitan area.

As a rail transportation professional, he has significant management experience encompassing rail operations and maintenance (Freight, Commuter and Light Rail); safety; system safety and security; safety certification; system start-up and activation; capital planning; and safety and security training. David has held key senior management positions, including Assistant General Manager, Operations and Maintenance, responsible for directly over-seeing various aspects of rail operations and maintenance at NJ TRANSIT, which included oversight of freight rail operations on NJ TRANSIT, of both class I and short line railroads.

Prior to joining STV, he served as the State Safety Oversight Manager (SSO) for the State of New Jersey at the New Jersey Department of Transportation (NJDOT). While at NJDOT David was responsible for state rail regulatory oversight. He is knowledgeable in both the FRA and the FTA's rules and regulations.

David serves as a Senior Associate Staff Instructor with the Transportation Safety Institute, he has managed all aspects of rail safety and security courses presented to numerous domestic and international transit agencies for the U.S. Department of Transportation (USDOT), to include the Federal Railroad Administration and the National Transportation Safety Board. In addition, David is a nationally recognized subject matter expert on issues related to rail safety and security.

Velvet Smiley, WSO-CSSD Rail Transit, TSSP

System Safety Manager

Mrs. Smiley is a safety manager with extensive experience overseeing safety and security for transit systems and facilities. Ms. Smiley is certified by the World Safety Organization as a Safety and Security Director (WSO-CSSD). She is skilled at developing, maintaining, and providing training for safety and emergency response procedures that comply with federal, state, and local regulations and transit agency requirements.

Prior to joining STV Ms. Smiley served as the State of Virginia's State Safety Oversight Manager, where she was responsible for conducting 3-year safety audits, review the Internal Safety Audits conducted by the rail transit properties under her jurisdiction. Additionally, she was responsible for making sure that those rail transit properties were in compliance with the FTA'S Regulation 49 CFR Part 659 and the State of Virginia's System Safety Program Standard.

Mrs. Smiley is experienced at administering the safety certification process for bus and rail projects and has conducted accident/incident investigations relative to bus and rail operations. She held management positions with Hampton Roads Transit, which operates bus, rail and ferry systems in Southeastern Virginia, as previously mentioned served as the State of Virginia's State Safety Oversight Agent with the Virginia Department of Rail and Public Transportation.

Vivian Papen, WSO-CSSD

System Safety Manager

Ms. Papen is a safety engineering specialist with more than 10 years of experience providing certification and inspection services for a variety of transportation projects. She is skilled at supervising the work of contractors to maintain compliance with project specifications, schedules, and budgets, and at monitoring worksite safety conditions and measures. She has been involved in a wide range of projects, including airports, commuter rail, light rail, and high-speed rail. As the Former Senior Systems Safety and Assurance Specialist at Sound Transit, Ms. Papen provided certification for existing rail and new extensions of the transit system including light rail and commuter rail. She has expertise in Hazard and Operability Studies (HAZOP) and is familiar with US defense standards used by the military such as MIL-Standard MIL-STD-882 as well as international safety regulations. In addition to her extensive experience in rail, Ms. Papen also has experience on the manufacturing side, including work at Boeing and Siemens Westinghouse.

TEAM QUALIFICATIONS

The staff skills matrix on the following page illustrates the experience of the STV team as it relates to the scope of services for this contract. Each staff member selected for this contract has extensive experience with systems engineering, safety, and security for major public transit systems and facilities.

The staff skills matrix on the following page illustrates the experience of the STV team as it relates to the scope of services for this contract. Each staff member selected for this contract has extensive experience with rail operation, safety, and maintenance.

Exhibit 1: Team Qualifications / Staff Skills Matrix

Team Qualifications Team Personnel	David Morgan	Velvet Smiley	Vivian Papan
Years of Experience	31	10	15
Safety Program Management	X	X	X
Safety Auditing	X	X	X
Safety Management Systems	X	X	X
Hazard / Risk Analysis / Management	X	X	X
Safety Committees	X	X	X
Safety Training, including Roadway Worker Protection	X	X	
System Safety Engineering	X	X	X
Control Center Operations	X	X	
Rail Operations	X	X	
Safety and Security Training	X	X	X
Inspection, Test, and Evaluation	X		
Hazard Reporting and CAPs	X	X	X
Accident Investigation / Review	X	X	X
Reports and Presentations	X	X	X
Quality Assurance / Control	X	X	X
Emergency Preparedness Drills / Planning	X	X	
SOP / EOP	X	X	X
Operational Readiness Reviews	X	X	
OSHA Compliance	X	X	
Fire / Life Safety Assessment	X	X	
Personal Protective Equipment (PPE) Requirements / JHA	X	X	

RESUMES

Detailed resumes for all team personnel shown on the organization chart are included in the following pages.

DAVID L. MORGAN, WSO-CSSD/CSE TRANSIT RAIL
Project Director

FIRM
STV

EDUCATION

Bachelor of Science,
Industrial Administration,
Concentration in Information
Management; New Jersey
Institute of Technology

CERTIFICATIONS

Certified Safety and Security
Director (CSSD); Certified
Safety Executive; World
Safety Organization (WSO)

Transportation Safety and
Security Program (TSSP)
Certificate; Transportation
Safety Institute (USDOT)

MEMBERSHIPS

WSO, Affiliate Member

USDOT Transportation Safety
Institute, Senior Associate
Staff Instructor

Mr. Morgan leads STV's national practices System Safety unit, he is a Certified Safety and Security Director (CSSD) / Certified Safety Executive (CSE) with more than 30 years of experience in commuter, freight and light rail transit (LRT) operations and maintenance experience, as well as safety and regulatory oversight. Prior to joining STV, he held key senior management positions at NJ TRANSIT and the New Jersey Department of Transportation (NJDOT), which included responsibility for overseeing various aspects of rail operations and maintenance, safety and security, and capital planning. Mr. Morgan is nationally recognized for his expertise in rail safety certification, system startup and activation. Since 2008, he has been a staff instructor with the USDOT Transportation Safety Institute, presenting courses in rail safety and security to numerous domestic and international transit agencies. Mr. Morgan is knowledgeable of the rules and regulations of both the FRA and the FTA. While working for NJ TRANSIT, he assisted with the development of emergency response procedures, completed Grade Crossing Analysis and assisted with the startup of the River LINE, a shared use light rail system utilizing Stadler's Diesel Light Rail vehicles.

PROJECT EXPERIENCE

Hampton Roads Transit On-Call System Safety Support | Project Manager

Providing Hampton Roads Transit (HRT) with System Safety issues, Light Rail, Bus, Paratransit and Ferry operations. Providing support in the following areas: Safety Management System (SMS) Implementation, System Safety Engineering, Regulatory Consulting, Regulatory Compliance Training, Safety and Regulatory Compliance and Assistance, Accident/Incident Investigation and Assistance, Fire/Life Safety Support, System Safety Program Plan and Security and Emergency Preparedness Plan reviews and updates, Auditing which includes both HRT Internal Safety Audits, SSOA tri-annual audit and FTA tri-annual audits, and Table-top and full scale emergency preparedness drills development and support and well as providing assistance.

Amtrak On Call System Safety Support | Project Manager

Providing System Safety Support to the National Passenger Railroad Corporation (Amtrak) across Amtrak's National Passenger Railroad System, providing support with regulatory compliance with both the Occupational Safety and Health Administrations (OSHA) and Federal Railroad Administration (FRA) regulations. Providing support to Amtrak's System Safety Department to review both Amtrak's internal policies and procedures and also review those policies and procedures against industry Standards, as well as OSHA and FRA regulations, to ensure that Amtrak is in compliance with all.

Amtrak Gateway Tunnel Program | System Safety Task Manager

Providing System Safety requirements for a new tunnel under the Hudson River to service Amtrak and the other regional commuter rail carries. This new Hudson River Tunnel will provide Amtrak and the region with not only additional capacity, but also the ability to rehabilitate its existing tunnels under the Hudson River which were damaged by Super Storm Sandy. Mr. Morgan is responsible for the development of a

System Safety Program Plan, System Security and Emergency Preparedness Program Plan, Safety, Hazard Management Plan and Process, as well as a Security Certification Plan and a System Safety Management Plan for the project. A Safety and Security Design Criteria has been developed and the Certifiable Elements/Items List (CEL/CIL) will be developed.

Delaware River Port Authority/WV DOT DPT | Transit Safety and Security On-Call Support | Project Manager

Providing Port Authority Transit Corporation (WV DOT DPT) with System Safety and Security support in the following areas: Review of safety regulations that pertain to WV DOT DPT; Research and/or monitor legislation that may impact WV DOT DPT's Safety Program; Review WV DOT DPT's System Safety Program Plan ("SSPP"); Identify elements of the SSPP that need to be developed in order to be in compliance with the Plan, Draft plans; protocols, and standard operating procedures; Audit safety programs or elements of programs; Review employee safety training programs; Assist with implementing programs for compliance with new and revised regulations to include, training, procedure development and other assistance as needed; Identify or develop tools for tracking recurring elements of the Safety Program.

Caltrain Operational Safety Assessment | Project Manager

Oversaw and managed a comprehensive safety and operational assessment of the CALTRAIN System. The CALTRAIN system, is operated under contract by TransitAmerica Services, Inc. (TASI), had experienced serious safety and operations violations. These violations include, but are not limited to: signal violations, station over-runs and violations of roadway worker protection, which includes unauthorized train operations through established work zones. Each of these violations by themselves are serious, but combined they show that there is a larger problem that could affect the customers, employees and contractors of the CALTRAIN system. As part of the assessment CALTRAIN's work practices and overall safety culture were reviewed in the context of the following Federal Regulations: 49 CFR Part 214 – Railroad Workplace Safety; 49 CFR Part 217 – Railroad Operating Rules; 49 CFR Part 218 – Railroad Operating Practices; 49 CFR Part 220 – Railroad Communications; 49 CFR Part 228 – Hours of Service of Railroad Employees; 49 CFR Part 240 – Qualification & Certification of Locomotive Engineers; 49 CFR Part 242 – Qualification & Certification of Conductors.

USDOT Transportation Safety Institute | Senior Associate Staff Instructor

Managing all aspects of rail safety and security courses the USDOT presented to multiple rail transit agencies. Mr. Morgan is coordinating classroom logistics, assignments, and materials; coordinated with transit agency and USDOT representatives; and assisted with developing and revising course materials. Mr. Morgan is also supporting the national transit industry as a subject matter expert in areas that include special investigations, training and safety plan reviews, certification documents, and accident reports. Mr. Morgan is an instructor in the following courses: Rail System Safety, Rail Incident Investigation, Advanced Rail Incident Investigation and Transit Rail Safety and Security Auditing.

Velvet S. Smiley, WSO-CSSD
System Safety Manager

Mrs. Smiley is a safety manager with extensive experience overseeing safety and security for transit systems and facilities. Ms. Smiley is certified by the World Safety Organization as a Safety and Security Director (WSO-CSSD). She is skilled at developing, maintaining, and providing training for safety and emergency response procedures that comply with federal, state, and local regulations and transit agency requirements. Mrs. Smiley is also experienced at administering the safety certification process for bus and rail projects and has conducted accident/incident investigations relative to bus and rail operations. Prior to joining STV, she held management positions with Hampton Roads Transit, which operates bus, rail and ferry systems in Southeastern Virginia, as well as serving as the State of Virginia's State Safety Oversight Agent with the Virginia Department of Rail and Public Transportation.

Project Experience

HRT System Safety Support- System Safety Manager.

Providing System Safety Support to the Hampton Roads Transit Safety and Security Department. Mrs. Smiley is responsible for the preparation and management of the Safety and Security Certification Process for the I64 expansion project, drafting of the annual tabletop exercise, assisting HRT with SSPP revisions to ensure compliance with the newly revised state standard per 49 CFR Part 674, and performing hazard management activities as needed on the Tide Light Rail system.

Amtrak Gateway Tunnel Program - System Safety Manager.

Providing System Safety requirements for a new tunnel under the Hudson River to service Amtrak and the other regional commuter rail carries. This new Hudson River Tunnel will provide Amtrak and the region with not only additional capacity, but also the ability to rehabilitate its existing tunnels under the Hudson River which were damaged by Super Storm Sandy. Mrs. Smiley is responsible for the development of a 49 CFR Part 270 compliant System Safety Program Plan for the project.

GRTC Pulse BRT Design-Build - System Safety Manager.

Providing System Safety and Safety and Security Certification for the 7.6 mile GRTC BRT Project. The project follows and alignment through downtown Richmond, VA, it will operate with dedicated BRT vehicles, accessing 14 new BRT Stations, on a 10-minute peak headway. Mrs. Smiley is responsible for the preparation and management of the Safety and Security Certification Process, which includes: the hazard management process, including hazard analysis and operating hazard analysis, safety and security design criteria, identification of the Certifiable Elements/Items List (CEL/CIL), and system safety and security certification checklists. Mrs. Smiley is also responsible for the management and verification of Safety and Security Design Conformance, Construction Specification, Safety Critical Integrated Testing and Pre-Revenue requirements.

Hampton Roads Transit - Former Interim Chief Safety and Security Officer

Oversaw safety and security for Hampton Roads Transit (HRT) bus, rail, and ferry systems and facilities. The agency serves more than 22 million annual passengers within its 369-square-mile service area in the Hampton Roads region of Southeastern Virginia, which includes Norfolk, Virginia Beach, Chesapeake, Portsmouth, Hampton, and Newport News.

Firm
STV

Education

Bachelor of Science,
Organizational Security and
Management; University of
Phoenix (2010)

Certifications

Certified Safety and Security
Director (CSSD); World
Safety Organization (WSO)

Transit Safety and Security
Program; Transportation
Safety Institute (TSI) (2011)

Training

OSHA Compliance and
Workplace Safety

OSHA 30-Hour General
Industry Safety and Health

FEMA Incident Command
System

Investigating Human Fatigue
Factors; National

Transportation Safety Board
(NTSB)

Accident Investigation
Orientation; NTSB

Advanced Rail Incident
Investigation; TSI

Rail Transit Safety Auditing;
TSI

Mrs. Smiley's responsibilities included confirming HRT compliance with 49 CFR Part 659 (Rail Fixed Guideway Systems, State Safety Oversight), Moving Ahead for Progress in the 21st Century Act (MAP-21), and Fixing America's Surface Transportation (FAST) Act regulations relevant to existing systems, major capital projects, system modifications, and extensions. She interfaced with other public agencies, associations, and groups to assure that HRT safety standards were reflective of the latest industry trends, regulations, and technologies; reviewed and analyzed federal and state legislation related to safety and security issues that impacted HRT and its customers and stakeholders; and prepared routine and special reports for the HRT CEO, Transportation District Commission, Virginia Department of Rail and Public Transportation, and FTA. In addition, she participated in senior executive team meetings and represented the HRT Safety and Security Department at Operations and Oversight and Transportation District Commission meetings, chaired the local Rail Safety Committee and Operation Safety and Security Committee, and served on HRT's Configuration Management Committee. (4/16 - 12/16)

Hampton Roads Transit - Safety Manager

Managed safety staff for Hampton Roads Transit (HRT) bus, rail, and ferry systems and facilities in Norfolk, Virginia Beach, Chesapeake, Portsmouth, Hampton, and Newport News, VA. Mrs. Smiley drafted, reviewed, and revised all safety policies and procedures, including the HRT System Safety Program Plan (SSPP), and conducted audits of the SSPP in conjunction with the State Safety Oversight Agency. She was project manager for safety management system development, reviewed newly drafted and revised rail operations and maintenance standard operating procedures and safety-related training materials. In addition, Mrs. Smiley administered the safety certification process for light rail projects and conducted accident/incident investigations relative to light rail operations in accordance with federal and state regulations, performed rail-related job and operational hazard analyses, developed, coordinated, and facilitated safety-related training for HRT staff, and facilitated emergency drills in conjunction with emergency response agencies. (1/15 - 4/16)

Virginia Department of Rail and Public Transportation - Former Manager of Rail State Safety Oversight and Agency Emergency Preparedness

Responsible for executing Virginia's federally compliant State Safety Oversight (SSO) program for rail transit operations in the state, which included HRT's The Tide Light Rail and Washington Metropolitan Area Transit Authority (WMATA) Metrorail. Mrs. Smiley prepared official safety oversight documents on behalf of the Virginia Department of Rail and Public Transportation (DRPT) for rail transit agencies, the Governor, the National Transportation Safety Board, and the FTA. She conducted regularly scheduled audits of the implementation of the rail transit agency System Safety Program Plan, participated in FTA audits and resolved any findings of noncompliance. She also administered the hazard management process by monitoring and conducting hazard analyses and implemented accident/incident investigation processes in conjunction with rail transit agencies. In addition, Mrs. Smiley updated DRPT's emergency plans and Continuity of Operations Plan. She managed all state safety oversight and emergency management documents in accordance with DRPT records management policies and completed FTA-required annual reporting concerning safety oversight activities. Mrs. Smiley's accomplishments included transitioning DRPT's State Safety Oversight program into full compliance with the federal Moving Ahead for Progress in the 21st Century Act (MAP-21). This included preparing all FTA-required MAP-21 documentation on behalf of DRPT, including the conflict of interest disclosure, staffing plan, budget, and training plan. (4/11 - 1/15)

Vivian Papen, WSO-CSSD

Safety Engineering Specialist

Ms. Papen is a safety engineering specialist with more than 10 years of experience providing certification and inspection services for a variety of transportation projects. She is skilled at supervising the work of contractors to maintain compliance with project specifications, schedules, and budgets, and at monitoring worksite safety conditions and measures. She has been involved in a wide range of projects, including airports, commuter rail, light rail, and high-speed rail. As the Former Senior Systems Safety and Assurance Specialist at Sound Transit, Ms. Papen provided certification for existing rail and new extensions of the transit system including light rail and commuter rail. She has expertise in Hazard and Operability Studies (HAZOP) and is familiar with US defense standards used by the military such as MIL-Standard MIL-STD-882 as well as international safety regulations. In addition to her extensive experience in rail, Ms. Papen also has experience on the manufacturing side, including work at Boeing and Siemens Westinghouse.

Project Experience

Region of Waterloo Rapid Transit Division ION LRT System - Safety Engineering Specialist

Developing Systems Safety and Safety Certification for the \$818 million, 11.8-mile (19-km) Light Rail Transit (LRT) design-build project for the Region of Waterloo Rapid Transit Division in Ontario, Canada. Ms. Papen is preparing hazard analysis, operating hazard analysis, safety and security design criteria, and systems safety and security certification checklists. She is coordinating with the design-build team to verify compliance with safety measures delineated in the design criteria and reviewing the development of life safety and security plans and measures with rail operations managers to validate that the system will be safety-certified for revenue service.

LA Metro Expo Line - System Safety and Safety Certification Consultant

Reviewed design and construction submittals for conformance to the Safety Certification Design and Construction Checklists assessment for the Los Angeles County Metropolitan Transportation Authority (Metro) work on the Expo line. Ms. Papen monitored the contractor's System Safety and Assurance submittals including design criteria and drawings provided by the design team to verify compliance.

Sound Transit East Link Extension - Former Senior Systems Safety and Assurance Specialist

Coordinated with the local Seattle, Mercer Island, and Bellevue Fire Departments to ensure National Fire Protection Association (NFPA), fire code and concerns are incorporated in the preliminary engineering for the East Link Extension, which plans to add 14 miles of track and 10 new stations by 2023. Ms. Papen worked with the system design manager to mitigate the tunnel design by implementing a train control signaling system to space out trains in the tunnel and fulfill the NFPA and Fire Department requirements. She led the system safety and security certification consultant in performing preliminary hazard analysis. Ms. Papen also developed the design criteria conformance checklist.

Firm

STV Incorporated

Education

Master of Science in Safety and Risk Management;
School of the Built Environment, Heriot-Watt University, Scotland

Bachelor of Engineering, Mechanical Engineering;
McMaster University, Canada

Certifications

Transit Safety and Security Program,
Transportation Safety Institute; USDOT

World Safety

Organization: Certified Safety & Security Director (CSSD)

Training

NFPA 101 - Life Safety Code Essentials with Focus on Occupancies;
National Fire Protection Association (NFPA)
NFPA 130; Standard for Fixed Guideway Transit and Passenger Rail Systems- National Fire Protection Association (NFPA)

System-Theoretic Accident Model and Process (STAMP) Workshop; MIT Safety Management System (SMS);
Transportation Safety Institute; USDOT

Computer Skills

Sound Transit Northgate Link Extension - Former Senior Systems Safety and Assurance Specialist

Prepared consultant contract to perform preliminary hazard analysis for the Northgate Link Extension, which will add 4.3 miles of new track and 3 new Link light rail stations in order to connect the Northgate, Roosevelt, and University of Washington neighborhoods to downtown Seattle and the Sea-Tac airport. Ms. Papen developed system safety and assurance contractual requirements for the system contract and coordinated with local jurisdiction such as the fire department to ensure fire/life safety requirements were incorporated in the design and operation requirement. She created the design criteria conformance checklist.

Sound Transit Central Link - Former Systems Safety and Assurance Specialist

Reviewed all system safety related submittal for the Central Link, a line on the Sound Transit's Link Light Rail system that runs between the cities of Seattle and SeaTac. Ms. Papen managed the hazard log for the civic, track, light rail vehicle, system, and operating and maintenance facilities. She assisted in the system integration test, emergency responder training and the coordination with PMOS and local jurisdictions. She also worked with emergency responders to develop and update the emergency preparedness plan, annual drills, emergency responder's handbook, and procedures to compliance with the local and NFPA requirements

RTA Dubai Metro Red Line – Safety Engineering Specialist

Performed hazard analysis and fault tree analysis according to the Signaling design for the new Dubai Metro Red Line in Dubai, United Arab Emirates. The Dubai Metro was designed as one of the longest fully automated driverless metro rail networks in the world. Ms. Papen prepared project safety requirements to fulfill the Roads and Transport Authority (RTA)'s Safety Certification requirement. She followed international safety standards EN 50126, 50128, 50129, held by the European Committee for Electrotechnical Standardization.

Zheng Zhou – Xian Passenger Dedicated High Speed Rail Line – Safety and Reliability Specialist

Developed System Assurance Program plan and System Assurance Requirements for the transit authority to implement in the contract for the Zheng Zhou – Xian Passenger Dedicated High Speed Rail Line in China. Ms. Papen provided training to the Ministry of Railways about the System Assurance Process. She also developed and managed the project risk plan.

MWAA Automated People Mover at Washington Dulles International Airport - Safety Engineering Specialist

Provided signaling design and testing for the Automated People Mover (APM) at Washington Dulles International Airport. Ms. Papen performed calculations for safe working distance and testing analysis during the implementation of the signaling system. The APM, an underground driverless train and passenger walkway system, was a collaboration between the Metropolitan Washington Airports Authority (MWAA) and the Washington Metropolitan Area Transit Authority (WMATA).

D. Work Plan

PROJECT UNDERSTANDING

STV Understands that the West Virginia Department of Transportation, Division of Public Transit is seeking a consultant to assist with the development of a 49 CFR Part 673 Final Rule Compliant Public Transportation Agency Safety Plans for eligible transit organizations. Additionally, assist eligible transit organizations in the implementation of Safety Management Systems (SMS) within the organization; assist with the organization safety plan implementation; assist with the development of safety performance targets for individual transit organizations and to provide plan-related training including assistance in developing an in-house training curriculum.

Finally, as determined by WV DOT DPT, provide transit asset management work products related to safety planning including, but not limited to, edits to the Group Transit Asset Management Plan, calculation of transit asset performance targets and information collection and reporting.

WORK PLAN

Development of a Public Transportation Agency Safety Plan for the West Virginia Department of Transportation, Division of Public Transit (WV DOT DPT):

STV will provide technical assistance to WV DOT DPT to begin a comprehensive outline for the transition of the current System Safety Program Plan into the required Public Transportation Agency Safety Plan. The tasks listed below will allow for the transition of the current safety plan documents into the PTASP as required with the issue of FTA rule 49 CFR Part 673:

1. Review current WV DOT DPT documents related to the PTASP to determine applicability and extract relevant information.
2. Conduct interviews with all affected WV DOT DPT departments and eligible transit organizations to gather information about current operational and safety data that will be fed into the four components of the Safety Management System (SMS) (Safety Management Policy, Safety Risk Management, Safety Assurance, and Safety Promotion).
3. Conduct interviews to determine the scale of the SMS to be developed within WV DOT DPT (and eligible transit organizations scale the SMS to the size, scope, and complexity of WV DOT DPT operations), steps that will be taken to support the development and maturation of the SMS process (gap analysis, internal assessments, new committees, new departments, creation of an information management system).
4. Conduct interviews to determine WV DOT DPT Safety Performance Targets and eligible transit organizations that will be reviewed annually. These must, at a minimum address: Fatalities, Injuries, Safety Events, and System Reliability.
5. Work with WV DOT DPT and eligible transit organizations in establishing processes and procedures which include the four main components of SMS: (1) Safety Management Policy, (2) Safety Risk Management, (3) Safety Assurance, and (4) Safety Promotion.

6. Work with WV DOT DPT and eligible transit organizations in determining the transit organizations accountabilities and responsibilities for the SMS as well as the agency safety objectives and goals.
7. Work with WV DOT DPT and eligible transit organizations in determining specific authorities, accountabilities and responsibilities that must be assumed by the Accountable Executive, Chief Safety Officer, Agency Leadership and Executive Management, and Key Staff for the management of safety across the transit agency.
8. Work with WV DOT DPT and eligible transit organizations to develop and describe the implementation of a Safety Risk Management process that feeds into the SMS safety assurance process for all elements of the WV DOT DPT public transportation system. This may include a new organizational and reporting structure developed for safety risk management, new tools used to support safety risk analysis and evaluation, new roles of the adequately trained and staffed safety or SMS department in supporting and conducting safety risk analysis, and any new requirements for coordinating with and reporting to the SSOA regarding the implementation and results of the safety risk management process.
9. Work with WV DOT DPT and eligible transit organizations in determining employee safety reporting systems and documents to assure WV DOT DPT meets FTA's employee safety reporting expectations, including comprehensiveness and accessibility, and that they address protections for employees who report safety conditions, as well as identify behaviors that would result in disciplinary action.
10. Work with WV DOT DPT and eligible transit organizations in describing proactive and reactive activities to collect and review data and information from identified sources, as well as a description of new tools used by the transit agency to analyze this data and information, to include the role of the new Employee Safety Reporting Program in support of identifying hazards.
11. Work with WV DOT DPT and eligible transit organizations in describing how data and information will be used to support safety performance monitoring and measurement activities for operations and maintenance.
12. Work with WV DOT DPT and eligible transit organizations in describing how current notification requirements with regard to accidents/incidents/hazardous conditions and internal audits will be met.
13. Work with WV DOT DPT and eligible transit organizations in determining if changes are required in the current change management processes to meet new requirements.
14. Work with WV DOT DPT and eligible transit organizations in determining how to include FTA and SSOA data and information as sources for hazard identification.
15. Work with WV DOT DPT and eligible transit organizations in describing the role of safety assurance in ensuring ongoing, integrated assessment of the agency's safety performance across departments and functions.

16. Work with WV DOT DPT and eligible transit organizations in the development of a process to communicate the WV DOT DPT Safety Management Policy to all employees and contractors. This will include the process for annual review and updates of the policy.
17. Work with WV DOT DPT and eligible transit organizations in determining the process by which safety performance targets will be shared with the state of Virginia and the MPOs.
18. Conduct interviews to determine the timeframes and approval process for the PTASP annual review/revisions, to include the method by which WV DOT DPT/DRPA and the eligible transit organizations, will approve the document.
19. Work with WV DOT DPT and eligible transit organizations in determining how safety performance information will be communicated with staff throughout the agency and the SSOA.
20. Review the current Emergency Preparedness Plan of WV DOT DPT and eligible transit organizations to determine if it meets current requirements.
21. Assist in determining the process WV DOT DPT and eligible transit organizations will use to perform an annual safety performance assessment.
22. Assist in determining how to reflect the annual certification process within the PTASP.
23. Work with WV DOT DPT in determining how to document the transit agencies training and competency program specific to employees with safety responsibilities.
24. Work with WV DOT DPT and eligible transit organizations in determining the document control process for the Agency Safety Plan and related SMS documents to be able to make them available to FTA, or other Federal entities.
25. STV will assist WV DOT DPT and eligible transit organizations in compiling the necessary information necessary to support the planning process and assist in any coordination of the plans with the Metropolitan Planning Organizations.
26. STV develop the timelines and processes for conducting annual review and updates of the PTASP.

Monthly Reports

STV will complete a monthly progress report describing work activities performed. The reports will identify project milestones and other critical issues requiring the action of WV DOT DPT, any of the eligible transit organizations, STV, or other entities.

Assumptions and Exceptions

ASSUMPTIONS

The following is a list of the assumptions that STV used in the preparation of this proposal:

1. That there are eight (8) eligible transit operators that will require to have an individual Public Transportation Agency Safety Plan developed.
2. STV assumes that in order to develop the Public Transportation Agency Safety Plans (PTASP) for each of the eight (8) eligible transit operators, that the STV team will have to conduct PTASP activities at each of the transit operator's properties/offices.
3. STV assumes that when working with the Metropolitan Planning Organization that it will be possible address multiple eligible transit operator's PTASP at a one time.
4. STV assumes that the West Virginias's Department of Transportations' Division of Public Transit will coordinate with each of the eight (8) eligible transit operators, so that they will provide the necessary and required assistance with the development a PTASP for their individual operation.
5. STV assumes that the eight (8) eligible transit operator are located throughout the State of West Virginia, and as such, STV will incur multiple trips and travel while working with the individual transit operators.
6. STV assumes that there will be multiple trips to West Virginia to meet with the eight (8) eligible transit operators to provide training to them, which will be in the form of a train the trainer format.
7. STV assumes that STV submitted document will be reviewed and comments provided within a ten (10) business day period.

EXCEPTIONS

The following is a list of requested contractual exceptions. If selected, STV welcomes the opportunity to discuss the terms.

1. Under the Instruction to Vendors Submitting Bids section of the CRFQ Item #11 Exceptions and Clarifications – STV feels that these are not applicable for this contract.
2. Under the General Terms and Conditions of the CFRQ - #7 Required Documents – STV's position this is that they are not applicable for this contract.
3. Under the General Terms and Conditions of the CFR Item #11 Liquidated Damages– are not applicable for this contract.

Exhibit A Pricing Page
Public Transportation Agency Safety Plan

Task	Description	Unit of Measure	Unit Price	# of Units	Extended Price
4.1.1	Assisting Small Urban Area Transit Providers in Compiling Internal Information Necessary to Support Planning Process	Cost of Supporting Planning Process for one Transit Provider	\$18,079.46	8	\$144,635.68
4.1.2	Develop Small urban Transit Provider Safety Plan from an FTA Template Utilizing Safety Management Systems Safety Methodology	Cost Per Safety Plan	\$17,096.48	8	\$136,771.84
4.1.3	Technical Assistance to Small urban Transit Providers for Implementing New Safety Plan	Cost for Technical Assistance to one trans Provider	\$14,215.42	8	\$113,723.36
4.1.6.3	Development of an Organizational SMS Program Scaled to the Size and Capabilities of the Subject Small urban transit Organization Including SMS Training	Cost Per Program	\$10,460.39	8	\$83,683.12
4.1.6.4	Develop Safety Performance targets for Small Urban Transit Providers	Cost Per Set of Performance Targets	\$7,721.95	8	\$61,775.60
4.1.6.5	Develop SMS Safety Training Curriculum for Employees	Cost of Developing One Transit Prover's Curriculum	\$10,991.21	8	\$87,929.68
4.1.6.6	MPO Coordination Assistance	Cost of Providing Support to Small urban Transit Providers	\$8,828.99	8	\$70,631.92
4.1.6.7	Develop Process and Schedule for Conducting Annual Programmatic/ Plan Reviews	Cost of Developing one Transit Provider's Annual Review Schedule	\$4,758.99	8	\$38,071.92
4.2	Technical Assistance/ review Service to the Division for Safety Plans	Per Review	\$16,729.36	8	\$133,834.88
TOTAL BID AMOUNT					\$871,058.00

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

David Morgan, Sr. Safety Manager

(Name, Title)

DAVID MORGAN, SR. SAFETY MANAGER

(Printed Name and Title)

1818 Market Street, Suite 1410, Philadelphia, PA 19103

(Address)

(973) 508-2703 / (215) 832-3599 fax

(Phone Number) / (Fax Number)

david.morgan@stvinc.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

STV Incorporated

(Company)

John Ponzio

(Authorized Signature) (Representative Name, Title)

John Ponzio, Vice President

(Printed Name and Title of Authorized Representative)

01 / 18 / 2019

(Date)

(215) 832-3507 / (215) 832-3599

(Phone Number) (Fax Number)

*STV requested exceptions to terms and conditions are included in the proposal

**REQUEST FOR QUOTATION
Public Transportation Agency Safety Plans**

**BID FORM #1
CERTIFICATION OF PRIMARY PARTICIPANT REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The Primary Participant (applicant for an FTA grant or cooperative agreement, or potential contractor for a major third party contract),

STV Incorporated (COMPANY NAME) certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

If the primary participant (applicant for an FTA grant, or cooperative agreement, or potential third-party contractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.)

THE PRIMARY PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL CONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT),
STV Incorporated, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEQ. ARE APPLICABLE THERETO.

01 / 18 / 2019 Vice President

Signature and Title of Authorized Official

**REQUEST FOR QUOTATION
Public Transportation Agency Safety Plans**

**BID FORM #2
CERTIFICATION OF RESTRICTIONS ON LOBBYING**

The undersigned (Vendor, Contractor) certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

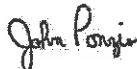
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. [as amended by "Government Wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]

3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Vendor, STV Incorporated, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Vendor understands and agrees that the provisions of 31 U.S.C. § 3801, et seq., apply to this certification and disclosure, if any.

01 / 18 / 2019



Date

Authorized Signature

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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 exceeds 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: STV Incorporated

Authorized Signature: John Ponzio Date: 01/18/2019

State of New York

County of New York, to-wit:

Taken, subscribed, and sworn to before me this 18th day of January, 2019.

My Commission expires February, 2019.

AFFIX SEAL HERE

DEBORAH TORTORELLA
Notary Public, State of New York
No. 01TO4954945
Qualified in Richmond County
Commission Expires February 18, 2022

NOTARY PUBLIC Deborah Tortorella