

**FHWA Office of Safety Research and Development Technical Services Support
693JJ321R000011**

RFP Sections			Proposal Sections		Proposal Assignments		
Section L	Section M	PWS	Para #	Proposal Heading	Section Page Limit	Sub Page Limit	Author/Role
L.11.Volume (VOL) I	M.2.(A)			Volume I – Technical Proposal			
L.11.Vol I.Part I	M.2.(A).A		1	Part I – Technical/Management Approach	30		
		C.4	1.1	Understanding of the SOW Requirements and Approach to Address The Tasks			
		C.4.1	1.1.1	Task Area A – Technical Support on Human Factors			
		C.4.2	1.1.2	Task Area B – Technical Support on Vehicle and Equipment Factors			
		C.4.3	1.1.3	Task Area C – Technical Support on Physical Environment Factors			
		C.4.4	1.1.4	Task Area D – Technical Support on Demographic and Socioeconomic Factors			
		C.4.5	1.1.5	Task Area E – Applied Analytics for Integrated Safety & Operations			
		C.4.6	1.1.6	Task Area F – Preparation and Delivery of Training and Knowledge Transfer			
			1.2	Understanding of Issues Involved, and Unique Experience to Address Such Considerations			
			1.3	Management Plan			
			1.3.1	Organizational Structure, Capability, and Experience			
			1.3.2	Organizational Hierarchies, Roles, Responsibilities and Lines of Communication			
L.11.Vol I.Part II			2	Part II – Staffing Proposal/Resumes	50		
		M.2.(A).C	2.1	Staffing Approach			
			2.1.1	Contingency Plan			
			2.1.1.1	Replacing Key Personnel			
			2.1.1.2	Recruitment and Hiring Plan			

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	M.2.(A).B	C.5	2.2	Resume	2 Page Limit Per Resume		
			2.2.1	Resume Name, Program Manager (Key)			
			2.2.2	Resume Name, Senior Transportation Engineer/Planner (Key)			
			2.2.3	Resume Name, Junior Transportation Engineer/Planner			
			2.2.4	Resume Name, Program Assessment Specialist (Key)			
			2.2.5	Resume Name, ITS Principal Investigator			
			2.2.6	Resume Name, Senior Systems Engineer			
			2.2.7	Resume Name, Junior Systems Engineer			
			2.2.8	Resume Name, Crash Modeler/Investigator			
			2.2.9	Resume Name, Economist/Behavioral Economist			
			2.2.10	Resume Name, Research Psychologist/Human Factors Specialist			
			2.2.11	Resume Name, Database Analyst / Administrator			
			2.2.12	Resume Name, Data Analytics Specialist			
			2.2.13	Resume Name, Transportation Statistician			
			2.2.14	Resume Name, Technology Transfer/Marketing Specialist			
			2.2.15	Resume Name, Graduate Student			
			2.2.16	Resume Name, Training Development Specialist			
L.11.Vol I.Part III	M.2.(A).D		3	Part III – Risk Mitigation Plan	5		
			3.1	Identifying Contract Risks			

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L.11.Volume (Vol) II		N/A		Volume II – Business and Cost/Price Proposal			
L.11.Vol II.Part I	M.2.(C)		1	Part I – Cost/Price Information			
L.11.Vol II.Part I.(3)			1.1	Use of the Form			
			1.1.1	Standard Form 33			
			1.1.2	Acknowledgement of Amendments, If any			
L.11.Vol II.Part I.(4)			1.2	Assumptions or Conditions, If Any			
			1.3	Other Information or Supporting Rationale, as Needed			
L.11.Vol II.Part I.(5)			1.4	5 Years of History For Each Indirect Rate			
L.11.Vol II.Part I.(6)			1.5	Current DCAA or Another Federal Cognizant Audit Agency			
			1.5.1	Private Audit Report, If any			
L.11.Vol II.Part I.(7)			1.6	Pricing Data			
			1.6.1	Documents for the Proposed Labor Rates			
			1.6.2	Documents for Current Rate Paid			
			1.6.3	Documents for Any Proposed Escalation			
			1.6.4	Unburdened Rates with Supporting Documentation			
L.11.Vol II.Part II			2	Part II – Subcontracts / Consultants			
			2.1	Letters Of Intent (1 Page Limit Each)			
L.11.Vol II.Part III			3	Part III – Other Financial / Organizational Information			
L.11.Vol II.Part III.(A)			3.1	Standard Form Lll (Exhibit - J.2)			

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L.11.Vol II.Part III.(B)			3.2	Terminated Contracts			
L.11.Vol II.Part III.(C)			3.3	Section K			
L.11.Vol II.Part III.(D)			3.4	Conflicts Of Interest			
L.11.Vol II.Part III.(E)			3.5	Agreement to All Terms and Conditions or Exceptions, If Any			
L.11.Vol II.Part IV	M.2.(B)		4	Part IV – Past Performance	10 Pages Limit, 2 Pages Each		
			4.1	Contract Title #1			
			4.2	Contract Title #2			
			4.3	Contract Title #3			
			4.4	Contract Title #4			
			4.5	Contract Title #5			
L.11.Vol II.Part V	M.2.(D)		5	Part V – Subcontracting Plan			