



Commercial Vehicle Safety Alliance

Improving uniformity in commercial motor vehicle safety and enforcement

Request for Proposals - 2018 and 2019 Roadside Inspection Data Analysis and Evaluation

General Information

Purpose

The Commercial Vehicle Safety Alliance (CVSA) is accepting proposals to provide data analysis and general technical support for extracting, evaluating and analyzing inspection data from the Federal Motor Carrier Safety Administration's (FMCSA) Motor Carrier Management Information System (MCMIS) database relevant to key nationwide roadside commercial motor vehicle inspection campaigns.

The purpose of this Request for Proposal (RFP) is to solicit proposals from candidate organizations, conduct a fair evaluation of candidate proposals based on criteria identified herein and select the appropriate candidate to work with CVSA.

About CVSA

CVSA is a nonprofit association comprised of local, state, provincial, territorial and federal commercial motor vehicle safety officials and industry representatives. The Alliance aims to achieve uniformity, compatibility and reciprocity of commercial motor vehicle inspections and enforcement by certified inspectors dedicated to driver and vehicle safety. Our mission is to improve commercial motor vehicle safety and uniformity throughout the U.S., Canada and Mexico by providing guidance and education to enforcement, industry and policy makers.

CVSA, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all contractors will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, age, disability, income-level, or LEP in consideration for an award.

Proposal Guidelines

This RFP follows with CVSA's open and competitive solicitation and selection process. Proposals must be signed by an agent or representative of the organization submitting the proposal.

CVSA will give preference to proposals for this project from organizations not requiring outsourcing of parts of the proposed work. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted. Costs and fees should include

explanation. Contract terms and conditions will be negotiated upon selection of the winning bidder. All contractual terms and conditions will be subject to review by CVSA legal counsel and will include scope, budget, schedule and other necessary items pertaining to the project.

Proposal Preparation

We would like your proposal to be as accurate as possible. In order to do so, we encourage you to read the entire RFP carefully, and contact CVSA with any questions that arise. Proposals and related inquiries should be directed to:

Adrienne Gildea
Deputy Executive Director
301-830-6157
adrienneg@cvsa.org

Deadline

Proposals will be accepted through Thursday, March 8, 2018.

Any proposals received after this date and time will be returned to the sender.

Project Scope

The scope of this project covers two years and includes coordinating with CVSA to collect inspection campaign datasets submitted to CVSA and also working with CVSA to request census, crash and inspection data files from FMCSA's MCMIS database administrator, organize and evaluate inspection data from select inspection campaigns or events, principally the annual CVSA International Roadcheck campaigns (one per year, total of two) and Operation Airbrake campaigns (anticipated two per year, total of four).

Request for Proposal and Project Timeline

CVSA is requesting proposals by the deadline. Reviews of proposals are expected to be completed and a decision on top candidate(s) will be made within fourteen days. Winning candidate organization will then be contacted to finalize contract, as mutually agreeable.

Contract period will be from time of finalized contract through August 31, 2019.

Budget

Proposed budget for the project should be commensurate with the scope of work.

Bidder Qualifications

Please provide an overview of your organization's expertise as it relates to this project, including relevant experience of key staff. Your proposal should address specific requirements outlined in the statement of work below.

Proposal Evaluation Criteria

Contract will be awarded based on the following criteria:

- Qualifications of key personnel
- To extent possible, familiarity and experience with MCMIS data and analysis
- Proposed budget commensurate with scope

Statement of Proposed Work

Support for Inspection Campaign

Awardee will work with CVSA to prepare to identify, extract, analyze and compare MCMIS inspection data and related reports from CVSA member states relevant to CVSA's International Roadcheck, a commercial motor vehicle Selective Traffic Enforcement (STE) safety enforcement campaign to be held in June 2018 and planned for June 2019. Awardee will assist CVSA in obtaining and evaluating inspection data through standard jurisdictional reporting to MCMIS as well as customized reporting to CVSA, as appropriate.

Analysis of STE Data from MCMIS For Select Violations Categories

Analysis of STE data – Based on data obtained from MCMIS database, and working with database managers, awardee will help assemble and characterize STE event data to assemble a results dashboard for observation of results and for ready comparison to prior years' events. This will include the incorporation of census and crash data with the Inspections data to normalize violation data with select carrier demographics. The resulting dashboard can be used to incorporate more than one year's worth of results, as appropriate.

Collection and Assembly of Inspection Data Submitted to CVSA on MS Excel Survey Form

Awardee will work with CVSA to assist with assembly and collating of survey forms with anti-lock brake systems and brake system violation data forms consisting of an approximately fifteen data entry fields each from 70 jurisdictions. Limited data quality review and verification should be anticipated. This activity would comprise four events (2 per year for two years).

Analysis may also include preparation of select data tables as requested by CVSA mutually agreed upon, potentially including cost-added modifications during period of performance.