



**The RHODE ISLAND DEPARTMENT OF
TRANSPORTATION
and
The Black and Latino Caucus Community Partnership
SOLICITATION INFORMATION**



TITLE: FFY 2013 CONTINUING PRIMARY SEATBELT EDUCATION AND STATEWIDE PUBLIC OUTREACH INITIATIVE – ROUND 3

- SOLICITATION DATE:** RFP will be available on-line as of APRIL 26, 2013 through the RIVIP website at www.purchasing.ri.gov. For technical assistance, please call the RIVIP HELP DESK (401) 574-8100. M-F 8:30 AM - 4:00 PM
- MANDATORY RIVIP FORM:** All Applicants MUST register on-line at RIVIP'S Internet Website @ www.purchasing.ri.gov and download and complete the RIVIP Bidder Certification Cover Sheet (4PAGES); Failure to submit this completed and authorized 4-PAGE FORM may result in disqualification. For assistance please call the RIVIP HELP DESK at 574-8100.
- MANDATORY COMMUNITY WORKSHOP:** Potential Applicants MUST attend at least ONE (1) of the following three (3) Community Workshops to be eligible under this Grant application. Formal Attendance at each public meeting will be recorded.

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| DATE: MAY 1, 2013 TIME: 10:00 A.M. - NOON LOCATION: RI Indian Council 807 Broad St., 1 st Floor Providence, RI 02907 | DATE: MAY 2, 2013 TIME: 2:00 P.M. - 4:00 P.M. LOCATION: Cape Verdean American Community Development Agency 120 High St. Pawtucket, RI 02860 | DATE: MAY 3, 2013 TIME: 10:00 A.M. – NOON LOCATION: Boys and Girls Club of Newport 95 Church St. Newport, RI 02840 |
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- SUBMISSION REQUIREMENTS:** All Applicants shall submit a completed and typed HS-1 APPLICATION (ORIGINAL + SIX COPIES); EACH Submission shall be inclusive of the following required information:
 - 4- PAGE RIVIP Bidder Certification Cover Sheet
 - **Technical/Financial Response** (Any additional sheets toHS-1 Application to document any or all of the responses requested must properly reference the matching response field.)
 - **Annual Financial Operating Budget**
 - **Lobbying Form**
 - **Debarment Form**
 - **Conflicts Disclosure Statement Form**
 - **W-9 FORM** Please note only ONE (1) original unbound copy of the W-9 FORM is required at time of submission; all other FORMS must be included in all copies of Application submissions.
- AWARD/ TIMEFRAME:** The proposed dollar value of each HS-1 Application submitted shall range in total dollar value between **\$5,000.00to \$50,000.00**. The sum of all individual grant awards issued as a result of this solicitation shall not exceed a total aggregate amount of \$300,000.00 for FFY 2013 selected initiatives. The project timeframe for any proposed initiative shall not exceed **FOUR (4) MONTHS**.
- AUTHORIZED SIGNATORY:** Please ensure your completed HS-Application is signed by an authorized signatory of your organization
- ON-LINE QUESTIONS:** RIDOT will accept questions posted under the questions menu at www.dot.ri.gov/contracting/bids/index.asp until midnight on **MAY 9, 2013**. Responses to questions will be posted under the same questions menu.
- Applicants who have previously submitted HS-1 Applications under the previous RIDOT seatbelt solicitation and were not selected may now update their initiatives accordingly and re-submit for re-consideration.
- Additionally any awarded initiative may also be re-considered for selection only if the original initiative presented and accepted has now been expanded in scope or area which must be clearly identified in the project description provided.
- RIDOT encourages partnerships! AAA of Southern New England and MADD are interested in working with small non-profit organizations. For more information please contact **Elvys Ruiz, Minority Program Coordinator, at 401-222-3024 Ext. 4441** for further information.