



Ohio's Research Initiative for Locals Request for Proposals

(Updated: August 2014)

RFP Solicitation Number: Provided by ORIL

Research Title: Please keep as brief as possible

Problem Statement

The problem statement section provides a clear and concise description of the issue that is to be researched. At a minimum, the following items should be included in this section:

- Describe the issue that needs to be researched.
- Provide background information that establishes both the past and present condition of the issue.
- Explain the need for this research and indicate if there are any consequences if it is not performed.
- Explain how this issue is applicable in Ohio.

Goals and Objectives

The goals and objective section should clearly describe ORIL's overall intent for doing the study. At a minimum, the following items should be included in this section:

- Describe the goals and objectives of this research.
- Explain what ORIL wants to accomplish from this research.
- Explain how the anticipated results may contribute to a solution of the issue identified in the problem statement section.

Proposed Research

The proposed research section provides the framework from which a researcher will develop the scope of work to address the issue identified in the problem statement section. *{Relax, you are not being asked to develop the methodology the researcher should apply to the study. The researcher will develop his/her own methodology. However, enough information needs to be given so that a researcher can present a comprehensive scope of work that is responsive to ORIL's needs.}* Adequate information needs to be provided so that researchers understand the activities that are important to ORIL.

Requirements of the Research Team:

This section is optional. The requirements of the research team section should indicate the expertise needed in order to conduct the proposed research. Key disciplines should be identified as well as any unique involvement that will be needed from academia, consultants, industry, or material suppliers. For example, depending on the scope of work, your study could require the team to include a botanist, an individual licensed to work with endangered species, an IT programmer, a state certified contractor, an expert in bioengineering, a statistician, etc.

Assistance from Locals

List all support the researcher can expect to receive from local transportation agencies. For example: traffic control, pavement/crash data, samples for testing, coring, equipment, etc. Inability on a local's part to supply promised support can significantly impact the budget and timeframe of a research study and could result in cancellation of the study. This section should also identify the local agency that will be providing the assistance and contact information (e.g.: name, phone number, email). *Please note: this contact information is for ORIL Board proposes only and will be removed prior to posting the RFP.*

Project Specific Deliverables

List all specific deliverable the researcher is expected to provide to ORIL at the completion of the research activity. For example: interim report, draft specification, draft standard drawing, data, software application, developed equipment, recommendations, etc.

Research Contract Deliverables

The following are standard deliverables required of the contract. You may add reports (i.e.: interim, monthly, technical brief) as necessary.



1. Quarterly progress reports (provided electronically).
2. Electronic copies of the draft final report and draft executive summary shall be submitted 120 days prior to the contract completion date.
3. Five copies of an approved final report, five color copies of an approved executive summary, and a PDF and MS DOC version of both documents shall be submitted by the contract completion date.
4. Article for the Research newsletter (to be provided upon request).
5. Participation in the following meetings: project start-up, research review session (1 per year), and research results presentation.

Benefits

How will this research benefit Ohio? The benefits section provides a description of the benefits ORIL expects from conducting this research. Both tangible/direct and intangible/indirect benefits should be considered. For example: quantify how much money should be saved; improve quality, efficiency or safety; advance the state of technology, etc. Benefits may be provided as an enumerated list or a paragraph description.

Potential Application of Research Results

Assuming the research is successful in meeting the previously stated goals and objectives and provides an answer to your issue, answer the following questions as best you can:

- 1) How will meeting the original goal(s) of the research affect/impact/change local transportation agencies and/or the way locals do business? Please explain your response.
- 2) Will you need assistance or approval from other committees/agencies/entities (outside of the agency sponsoring this research) in order to utilize the findings or can you just take the results and run with them? If yes, please indicate who and what type of assistance/support is likely to be needed.
- 3) Who could be the ultimate end users of the research results (e.g.: ODOT CO, ODOT districts, contractors consultants, locals, other governmental agencies, etc.)? Please explain your response.
- 4) Are there any existing policies, procedures, manuals, specifications, etc. that could be impacted by this research? If yes, please explain your response and indicate (by name) the potentially impacted items
- 5) Who is likely to be interested in the results of this research: (a) ODOT CO/districts; (b) other locals; (c) contractors and consultants; (d) other State of Ohio agencies besides ODOT; (e) other state DOTs; (f) federal agencies such as USGS, US Fish and Wildlife, FHWA, etc.; (g) other countries; (h) the traveling public. Please explain your response.

Preliminary Literature Search Results

This section provides evidence that this research does not duplicate other ongoing or completed efforts by any organization, not just ODOT. At a minimum, TRID should be utilized to conduct a literature search on the proposed topic. The following information should be provided on the results from the preliminary literature search:

- report number
- report title
- author(s)
- agency who sponsored the work
- report date

General comments on the results of the preliminary literature search to support the need for this research must also be provided. If the existing research does not address the specific needs of this proposed study, indicate the relevant shortcomings. Merely stating that existing research does not use Ohio soils, Ohio aggregate, Ohio pavements, etc. is not enough justification for existing research to be irrelevant.

Duration

Provide a total duration (in months) in which all work should be completed. The last 4 months of a project period is used for the review and publication of the final report; this must be taken into account when indicating the duration. Consider whether or not to phase your project. Phasing is beneficial for projects that warrant an evaluation or special review to determine whether to proceed or cancel the project (e.g.: phase 1 = best practices with recommendations; phase 2 = pilot project in field based on phase 1 recommendation).