

RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM <i>8</i>	DATE PREPARED: September 21, 2015	SUBJECT: SANEF UPGRADES TO TOLL CRM & GL-GP INTERFACE INTEGRATION
FOR THE MEETING OF: September 25, 2015		PREPARED BY: KATHRYN O'CONNOR & MAGGIE BAKER

SUMMARY DESCRIPTION:

RITBA is continuing the process of moving violations in-house. This requires a work order to upgrade our existing software to add a public web page for violations. We will be creating a direct interface to two DMV for license plate look-ups. It will also allow us to bring the mailhouse in-house. This will continue to improve our customer service, improve productivity and lower cost. Software Upgrades to Toll CRM, (NTE) \$396,800.00. Recommend approval.

The back office system will be modified to include an interface to RITBA's accounting package (Microsoft Dynamics GP). This will streamline the accounting processes for the posting of toll transactions and improve the reconciliation process. GL-GP Interface Integration, (NTE) \$57,500.00. Recommend approval.

Financial Effect : NTE \$454,300.00

Instructions: The individual named at the top of this page as "preparer" indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	EXECUTIVE DIRECTOR EARL J. CROFT III	INITIALS	DATE	BOARD ACTION:
√	FINANCE MAGGIE BAKER	<i>MB</i>	<i>9/21/15</i>	<p>___ TABLED: UNTIL _____</p> <p>___ DISCUSSED: <i>Action Taken:</i></p> <p style="text-align: right;">VOTE TAKEN: ___ YES ___ NO</p> <p style="text-align: right;">APPROVED: ___ YES ___ NO</p> <p>___ RATIFIED</p>
	ENGINEERING ERIC OFFENBERG			
	PLAZA OPERATIONS SAFETY & SECURITY JIM MANNI			
√	DIRECTOR OF ELECTRONIC TOLLING KATHRYN O'CONNOR	<i>K60</i>	<i>9/21/15</i>	
	MAINTENANCE JAMES ROMANO			
	INFORMATION TECHNOLOGY MICHAEL BONSIGNORE			



RITBA E-ZPASS CSC Work Order for Violation Processing System Changes and GL Interface

September 15, 2015



Violation Processing System Changes and GL Interface

RITBA VPS Work Order
09/15/2015



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Cover Letter

September 15, 2015

Re: RITBA Violation Processing and GL Interface Modifications

Dear Mr. Croft:

Sanef its is pleased to submit this scope of work (Work Order) document that describes Back Office System (BOS) software changes needed to support the Authority's initiative to perform full end-to-end Violation Processing in-house. It also describes enhancements to the BOS Financial Module with annual close features and new automated General Ledger (GL) interface to the Authority's accounting system.

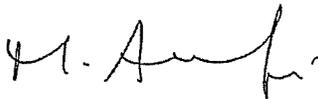
The schedule for implementation of these BOS changes is in-line with RITBA objectives. The new GL interface will be fully deployed by January 31st, 2016 and Violation Processing by July 1st, 2016. Transition to full Violation Processing will use a phased approach whereby some functionality can be implemented prior to full cutover.

Upon your approval, we will start work with a project kickoff meeting, collaborative design review workshops, and the development of the transition and test plans.

Please do not hesitate to contact me if you have any questions or comments about our submission. **Sanef its** highly appreciates this opportunity and the confidence RITBA has bestowed on us. Our team is very motivated to begin work and is looking forward to a successful program delivery in the best interests of RITBA.

Sincerely,

Mahrokh Arefi



CEO
sanef its technologies America
1600 Stewart Avenue
Suite 500
Westbury NY 11590
(516) 592-6113



Violation Processing System Changes and GL Interface

RITBA VPS Work Order
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I. EXECUTIVE SUMMARY

The primary objective of this Work Order is to support RITBA's E-ZPass Customer Service Center (CSC) initiative to perform full Violation Processing System (VPS) activities in-house. RITBA will benefit from this effort with higher levels of customer service, lower operational costs, and improved financial auditability and reconciliation. Other objectives include minimizing incorrect notices, improved productivity, and maximizing revenue.

In order to accomplish these goals, sanef its will make changes to the BOS to include a public website for making violation payments, add direct interfaces to Rhode Island and Massachusetts DMVs and interface to a third-party service provider for other out-of-state plate look-ups. In addition, a new violation noticing process with fine/fee escalation and internal printing capability will be implemented.

The new BOS software changes will be designed with flexibility and configurability in mind so that RITBA can adapt the violation process to changing legislation and business rules. The Violation Noticing process will have the ability to generate a series of escalating notices at configurable time periods. These notices will include a supporting image of the violating vehicle. The system will suspend violation transactions that are in dispute to prevent escalation until the review is complete.

This work order includes DMV interfaces to the State of Rhode Island Division of Motor Vehicles and Massachusetts Department of Motor Vehicles to obtain vehicle registered owner information (name and mailing address). In addition, an interface shall be provided to obtain out-of-state registered vehicle owner information from a third-party service provider selected by RITBA.

This work order also includes the capability to queue vehicle registration holds and releases within TollCRM for subsequent manual communication with the Rhode Island Division of Motor Vehicles and in the future when Memorandum of agreements are established for Toll Violation Enforcement Reciprocity with Maine, Massachusetts, and New Hampshire.

New Violation Processing reports will be provided that enable RITBA to leverage violation data for exploiting statistics for efficiencies.

Sanef its will be responsible for all testing efforts related to the deployment of this work order. Testing efforts will include test documentation as well as staffing, conduct, and management of all test activities to ensure overall system quality, reliability and revenue control.

The schedule is completion of the GL interface by January 2016 and full Violation Processing by July 1st, 2016. Sanef its will provide a transition plan to explain the steps and processes required to deliver a successful project. It is anticipated that the transition to full violation processing will be phased approach with registered account noticing coming first and violation payment website implemented first.



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II. VIOLATION PROCESSING

Existing Process: The existing RITBA BOS interfaces with Duncan Solutions for managing the DMV lookup and noticing process. Both systems currently accept payment. The Violation Payment website is currently hosted by Duncan.

Modification/Changes: This Work Order includes software modifications, data migration, and support services for implementing full Violation Processing System (VPS) capabilities within the RITBA BOS. The objective is to perform all violation processing activities within RITBA's own CSC.

II.1 VIOLATION PROCESSING OVERVIEW

New Violation Processing features will be provided to track and create violation notices, create aging reports, and enter payments and adjustments for the violation notices generated by the system.

The key features to support full end-to-end Violation Processing System (VPS) include:

- Violation Account Management with name and address change tracking;
- Violation Noticing Process with configurable escalation rules;
- Violation Payment Website integrated with existing RITBA public website (www.RITBA.org);
- Violation Noticing Templates with versioning;
- Walk-in Center Violation Payment Receipt;
- Payment Plans and escalation;
- Violation Account Transfer;
- Violation Dispute Handling (with new automated correspondences);
- Registration Hold and Release Queue in TolICRM (manual interface to DMVs);
- Direct interface to Rhode Island and Massachusetts DMVs; and
- Interface to third-party service provider (chosen by RITBA).

The Violation Processing features provide the capability to track and create violation notices, create aging reports, and enter payments and adjustments for the violation notices generated by the system. A QA process will include workflows for verifying the quality of information returned from the DMVs.

The following diagram provides a conceptual overview of the Violation Processing operational flows:



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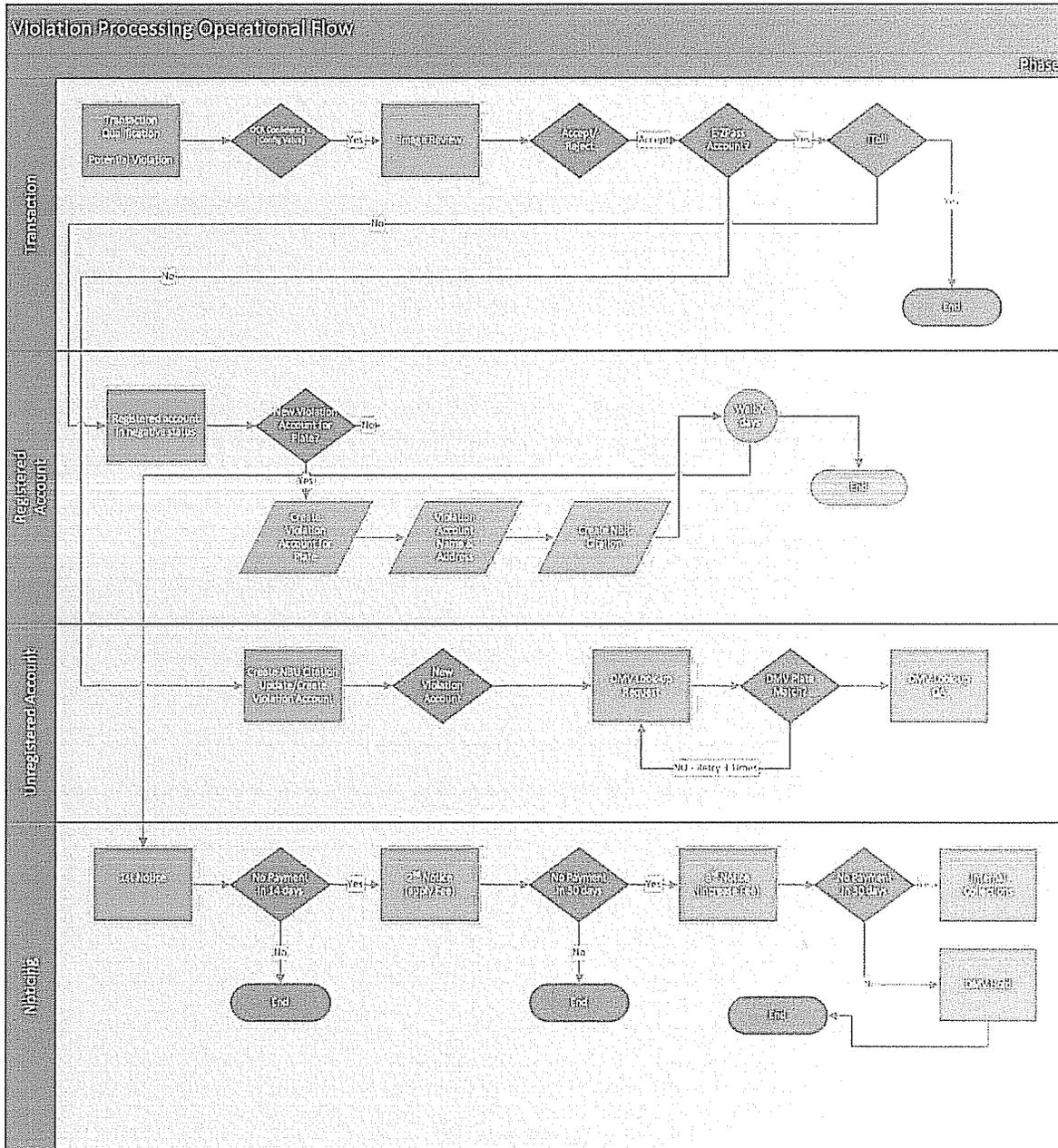


Figure 1: VPS Operational Flow

II.2 DMV INTERFACES

The new BOS VPS will obtain the registered name and address information for a license plate using DMV interfaces to the State of Rhode Island Division of Motor Vehicles, Massachusetts Department of Motor Vehicles, and external third-party service provider (selected by RITBA).



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All vehicle and ownership information received from these sources will be viewable. The new BOS VPS will provide a historical view of all vehicle and ownership information retrieved from various sources to provide an audit trail of the changes. All address changes will be viewable on the violation account and can be designated for different purposes including mailing violation notices. There will also ability to correct "No Hits" and update Plate Type so as to resend to the respective DMVs.

A DMV lookup QA process will include workflows for verifying the quality of information returned from the multiple DMVs.

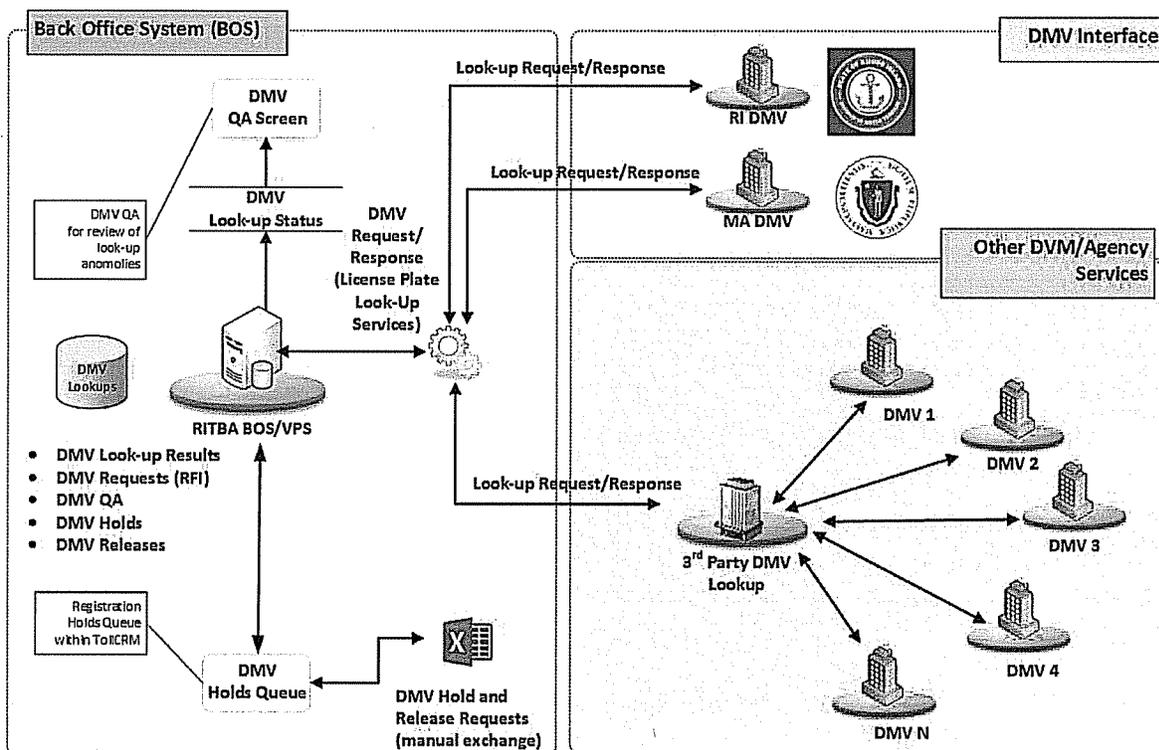


Figure 2: DMV Interfaces

Subsequent BOS upgrades can establish direct interfaces to the New York State Department of Motor Vehicles (NYS DMV) and Connecticut Department of Motor Vehicles.

Any anomalies detected in the data returned from the DMV interfaces are subject to review in a workflow queue. This queue can be used to accept or reject the response data with reason codes and action to re-process the DMV look-up.

RITBA will be responsible for establishing agreements with the state DMVs and a third-party registration look-up vendor. Sanef will develop and test the interfaces in accordance with DMVs and a third-party ICDs. Look-up requests will be scheduled to run as follows:

- Bi-weekly to State of Rhode Island Division of Motor Vehicles;
- Weekly to Massachusetts Department of Motor Vehicles; and

- Weekly to external third-party service provider (selected by RITBA).

II.3 VIOLATION NOTICING PROCESS

The new BOS VPS will provide the capability to establish violation noticing parameters at each escalation stage. For example, once the violation is eligible for noticing the first violation notice can be generated immediately or after a configurable number of days since eligibility.

In addition to escalation timeline configuration, the new BOS will support configuration and assessment of fees at each escalation stage by violator type (NBR or NBU). Currently RITBA issues the first violation notice for each violation and assesses a configurable fee for each violation noticing stage.

This new process will initially be configured as follows:

- 1st notice, RITBA will give customers 14 days to pay based on the Notice due date and Notice Created date. In due date calculation, weekend days (Saturday and Sunday) will not count;
- For 2nd and 3rd notices, due date will be calculated as 30 days from due date of the first notice;

The following notice processing rules table shows the addition of fees as the notices age:

RITBA Processing Timeline		
Action Taken	Day	Due Date on Notice
Registered Owner Request (DMV-Lookup request) sent for unregistered customers	Day 0	N/A
First notice sent	Day 0 for E-ZPass accounts and as soon as registered owner information received for NBU	18 days, 50 days, 83 days
First late fee added (\$40)	18 days after first notice	N/A
Second late fee added (\$35)	33 days after second notice	N/A
Third notice sent (Collection Notice 2 – DMV Hold Warning)	33 days after second notice	32 days

The Violation notice will contain the image/s selected by the Image Reviewer.

NOTE: No automated outbound dialing features are included in this Work Order.

II.4 VIOLATION ACCOUNT MANAGEMENT

TollCRM will include a new feature for updating the Violation Account name and address information used for noticing. All name and address changes associated with the account will be tracked and viewable from the TollCRM Violation Account Manager screen.

Other TollCRM modifications to be implemented as part of this Work Order include:



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- Global search (with wildcard capability);
- Account Manager popup when search result is single account (no longer necessary to double-click on single row in grid);
- Corrections to dispute management functionality;
- Violation Account Manager address changes tracking with DMV look-up details;
- A super account will be created so as to handle payment plans.
- Change of responsibility feature that enables CSRs to dispute a citation by changing the address information. This will reset the notice cycle to the new name and address information;
- Flexibility to manually change/add violation account address if obtained from a different source;
- Ability to select multiple citations and lower the toll from \$10.00 to \$4.00; and
- Feature for individual waiver of tolls or fees for unregistered accounts (same as currently available for registered accounts); and
- Reversal of violation payments for multiple transactions.

The new VPS will provide the capability to manage violation accounts via these channels:

- Self-service website
- Mail;
- Telephone, Fax;
- Walk-in; and
- Email.

The Walk-in Center will have capability to print payment receipts and a Violation Summary Statement that shows a customer a list of unpaid violations and outstanding fees

NOTE: There will be no pay-by-plate feature or pay-as-you-go feature for unregistered customers of the Newport Pell Bridge.

II.1 VIOLATION FINANCIALS

The following changes will be implemented in relation to violation financial postings:

- Transaction Management Posting unregistered transaction (either NBR or NBU) as unbilled. Proposed VPS process will do the same.
- All NBR and NBU with address information will be billed for first Notice. Financial for toll and fee for billed will be posted.
- Any payment received prior to billing will be posted against Unbilled Payments T-code (to be added). Likewise if there are any waivers made prior to billing, they will be assigned to that specific T-code.



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- Any payments received for citations after billing will be posted against billed Payment T-codes (already in place).
- When First Notice is escalated to Second or Third Notice due to non-payment, it will be directly posted to "second notice Billed".
- A new and updated T-code list and Chart of Accounts will be provided to RITBA for review and approval.

II.2 VIOLATION PAYMENT WEBSITE

Sanef will provide RITBA with new functionality on the website that will allow all customers to pay based on the citation numbers and license plate numbers. The website functionality will include:

- Pay violations via PCI compliant secure communication;
- Displaying all applicable citations linked via the plate upon search;
- Dispute management via the web (details to be expanded in the design phase);
- Ability to view images associated with a citation; and
- All notice and payment related information will be displayed and processed. All web activity will be traced to CSR ID 1196.

The violation payment website will provide links so that unregistered customers can sign up for a registered E-ZPass account.

II.3 PAYMENT PLANS

New BOS functionality will be added to include Payment Plans. Authorized users will be able to select the violation notices to be included in the payment plan individually.

The following list describes how the payment plan process will be implemented:

- Payment plans will be introduced to allow unregistered users to make payments on a monthly basis;
- A feature will be provided so that the system calculates the number of months in the payment plan based on the amount entered or calculates the amount based on the number of months entered;
- If there is a default in the payment plan the aging of the violation notices will be reset;
- A feature will be provided to auto monitor accounts in the payment plan;
- Final settlement notice can be sent after the planned payments are complete and any amounts remain after the final payment as agreed need to be waived or written off. This will be done by the CSRs via TollCRM; and
- Functionality will be provided for customers to pay all outstanding citations or violations. This will be available via the website as well.

II.4 REGISTRATION HOLD AND RELEASE



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New BOS functionality will be added to place vehicle registration holds on specific violation accounts. The registration holds will be implemented via a queue within the TollCRM application. RITBA will manually handle the communication of registration holds and releases with the State of Rhode Island Division of Motor Vehicles and the states of New Hampshire, Massachusetts and Maine when agreements are in place to pursue out-of-state toll violators in the New England region. The new VPS will not include any automated interfaces for DMV Holds and Releases. RITBA will use Microsoft Excel files as the data transport mechanism between state DMVs.

II.5 DISPUTE PROCESSING

The new BOS VPS will provide the capability to create, manage, resolve and track violation disputes in accordance with RITBA's business rules. These features include:

- Ability to designate violation transactions as "in dispute" status;
- Review process with escalation workflow;
- Freeze further penalty application to these transactions until the dispute review process is concluded;
- Acceptance of dispute should result in reversal of the toll transaction and the fees applied to the transaction;
- Dispute rejection will result in application of further fees as applicable based on the life of transaction;
- Automatic correspondence to customer generated upon CSR dispute resolution (accept/reject); and
- Violation website dispute

Dispute processing will include a formal appeals process. This process includes dispositions related to violation processing, disputes, evidence package reviews, administrative hearings and any suspensions issued. It is also possible to create a specific area within the violation payment web portal to support administrative reviews.

Disputes initiated via the website will workflow to the dispute review queue.

Details about RITBA requirements for dispute processing workflows and managing the appeals process will be detailed during the design phase and included in the specifications.

II.6 VIOLATION REPORTS

In order to provide operational insight into this critical business process new reports will be provided that track the violations process. Reporting will be available for all aspects of the violations process including processing status, aging, payment details and adjustments. All activity shall be tracked from the date of the occurrence through the registration hold and release process.

The following new violation reports will be provided as part of this Work Order:

- Number and dollar value of violation notices generated;
- Number and dollar value of violations at different workflow stages and notice status;



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- Number and dollar value of payment of violation notices;
- Repeat violators, by number of violations and amount owed;
- Payment trends, that show statistics about success rates at different workflow stages
- First Notice generated along with its amount and count (summary and detail view);
- Second Notice generated along with its amount and count (summary and detail view);
- Third Notice generated along with its amount and count (summary and detail);
- Number and dollar value of violations in re-registration hold and release requests; and
- Appeals and dispute resolution details.

II.7 DATA MIGRATION

Sanef its will ensure that information already received from Duncan via the existing interface will be accessible from the Violation Account Manager screens in TollCRM. In addition, information that exists in the current Duncan system but not in the RITBA BOS database will be migrated. For example, the type of data to be migrated from the Duncan system includes:

- Customer Information (Name & Address); and
- Historical Information (Notes if available).

The data migration process will require Duncan Solutions to create extract files in the form of ASCII text files delimited by tabs. The exact format and type of information will be confirmed during the specification phase.

II.8 DATA PRIVACY

All changes made to the BOS as part of this work order will ensure the security and integrity of data collected and processed.

Sanef its acknowledges that the privacy of the customer is of paramount importance to RITBA. We will provide systems and procedures designed to maintain toll violation account records as confidential information and in compliance with applicable Laws on notice of privacy practices.

II.9 DATA RETENTION

Sanef ITS will perform an analysis to determine the data storage requirements to accommodate this work order. Expansion of the existing Storage Area Network (SAN) might be required.

All violation accounts, notices, and historical data that are considered open will be retained online until they are closed. Such closed violations will be retained for twenty-four (24) months after closure and then they will be archived. Violation images for violations considered closed shall be retained online for twenty-four (24) months after which they will be archived.

II.10 IMAGE REVIEW

The existing Image Review application will be updated so that configuration of plate types is seamless. We will investigate the way mapping of codes is done to see if adding/updating a code



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will create issues. Another option will be to have the ability go back and change the plate type and send it again through Transaction Management post Image Review look up.



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III. GL INTERFACE

Existing Process: This functionality does not currently exist in the RITBA Back Office.

Modification/Changes: The BOS will be modified to include an interface to RITBA's accounting package (Microsoft Dynamics GP). This new interface will enable RITBA Finance group to import summarized toll transactions on a daily basis for posting to the General Ledger. In addition, the existing Toll System subsidiary ledgers will have an annual close feature.

The new GP interface will run on a daily basis after the BOS Financial Summarization process.

The following actions are needed in order to deploy the new interface:

- Identify the Financial Journal entries that will be included in the interface;
- Map the BOS Chart of Accounts to RITBA GL account numbers; and
- Conduct training on how to import the extract.

The diagram below shows the high level interaction between the two systems:

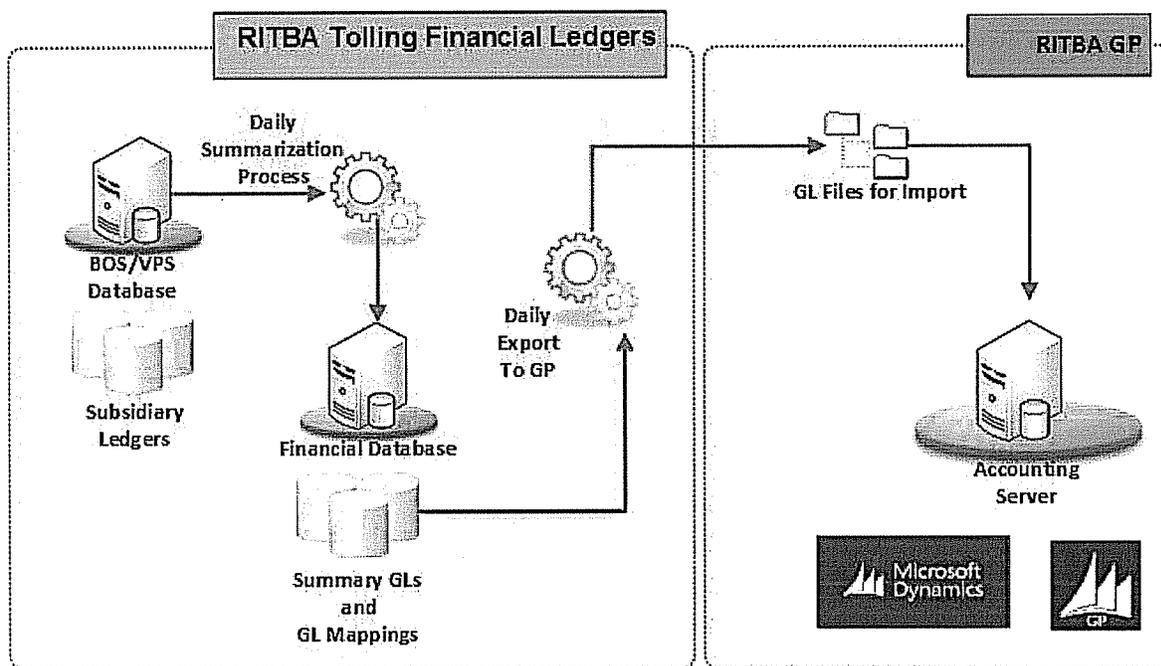


Figure 3: BOS – Dynamics GP Integration Overview

The table below shows the division of responsibilities between the two systems.

Responsibilities of Tolling System	Responsibilities of Financial System
<ul style="list-style-type: none"> • Summarize transactions on a daily basis and provide journal entries to the financial system. • Reconciliation Reports <ul style="list-style-type: none"> ○ Trial Balance Reconciliation – details of charges to each GL Account ○ Transaction Summary by GL – details of daily summary of transactions ○ Pre Paid Tolls Reconciliation – details of prepayments against usage for each customer account • CSR Cash Out Reports – monies collected per payment method per day • Transponder Inventory – Deposits collected per each customer account vs. amount recorded to each GL Account 	<ul style="list-style-type: none"> • Accept journal entries as prepared by the tolling system • Financial statements – Balance Sheet, Profit & Loss and Trial Balance • Bank reconciliation

A sample tolling system financial GL export file for import into Microsoft Dynamics GP is shown below:

BATCHID	TRANTYPE	DATE	REV DATE	GI REFERENCE	ACCOUNT	DR(CR)	ENTER	DISTRIBUTION REFERENCE	0
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40310	(914.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40315	(138.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40320	(766.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40325	(863.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40410	(196.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40415	(181.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40430	(636.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40435	(805.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40450	(551.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40455	(609.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40470	(676.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40475	(111.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40490	(819.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40495	(909.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40510	(789.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40515	(631.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40530	(310.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40535	(117.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40580	(318.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40585	(453.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40590	(692.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40595	(508.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40610	(444.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40615	(419.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40630	(579.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40635	(727.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40650	(848.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40655	(315.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27
TWMARSLFEB	REVENUE	4/5/2012	4/5/2012	Expense Prepalds - Feb 2012	40670	(126.00)	1995 Holdings-Schoolhouse Feb	1995 Holdings-Schoolhouse Feb	27

Figure 4: Sample GP Export File



Violation Processing System Changes and GL Interface

RITBA VPS Work Order
09/15/2015



IV. PROJECT PLAN

IV.1 SCHEDULE

The deployment, testing and delivery of the Violation processing functionality will be carried out by Sanef ITS technologies Inc. prior to July 1st, 2016 provided an approval of the proposal is received prior to September 30th, 2015.

The deployment, testing and delivery GL-GP interface will be carried out by Sanef ITS technologies Inc. prior to January 31st, 2016 provided an approval of the proposal is received prior to September 30th, 2015.

The following schedule is proposed for this Work Order:

		TIMELINE →												
TASK DESCRIPTION		9/30/2015	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
	Notice to Proceed	x												
	Preliminary Design Review		x											
	Critical Design Review			x										
	Specification Approval			x										
	Development			x	x	x	x	x	x					
	Internal QA			x	x	x	x	x	x					
	User Acceptance Testing							x	x	x				
Phase 1	Violation Payment Website								x	x				
	NBR Violation Processing								x	x				
	Final release (Phase 2)										x	x		
Phase 2	Phase 2 Go-Live										x	x	x	x
	Transition Support										x	x	x	x
PROJECT DEVELOPMENT										ONSITE TESTING AND COMMISSIONING				

Figure 5: VPS Work Order Schedule

IV.2 TRANSITION

This Work Order includes the migration and transition of existing violation accounts and notices to the new system. Violation notices that are in different stages of escalation will be migrated to the new RITBA Violation Processing System.

The data migration process and cutover tasks will be provided in the Transition Plan. Extensive testing will ensure data integrity is maintained in the migration.

Potential steps for a phased approach include:

- Deploy new Violation Payment website (April 2016); and
- Stop sending Duncan New Business Registered (NBR) information at some point in time and have the new system handle noticing for registered (E-ZPass) violation accounts (April 2016).

Deployment of the new Violation Payment website prior to full cutover will ease the current reconciliation process between RITBA and Duncan.



Violation Processing System Changes and GL Interface

RITBA VPS Work Order

09/15/2015



The new DMV interfaces must be fully tested and operational prior to going live with new unregistered business.

IV.3 TESTING

Testing milestones will be described in a Master Test Plan document that will detail the test methods and criteria to be used for verification that the Work Order changes are designed and deployed in accordance with the scope of work and approved design documentation.

Sanef its will provide a Master Test Plan and test cases to be used for validating all deliverables. We will conduct thorough testing of the new system internally and with RITBA in the form of User Acceptance Testing (UAT) to ensure that it meets the objectives and business needs. All test results will be recorded.

IV.4 CONTRACTUAL DOCUMENT DELIVERABLES

Sanef its will provide the following documentation as part of this Work Order:

- Project Management Plan;
- Project Schedule (updated on a regular basis);
- Transition Plan (as applicable);
- Master Test Plan;
- Training Plan;
- Requirements Traceability Matrix (RTM); and
- Violation Processing System (VPS) Specification.

The Requirements Traceability Matrix (RTM) will ensure that the RITBA's requirements are successfully implemented and that there is evidence of testing each user requirement will be mapped to the associated design requirement and test case.

The Violation Processing System (VPS) specification document will include specific business rules, screenshots, data flow diagrams, and details about the end-to-end process flows. This specification can be used as a baseline for RITBA's Standard Operating Procedure (SOP) document for CSC VPS operations.

IV.5 TRAINING

Sanef its will provide training to RITBA staff that covers all aspects of the Violation Processing System and GL interface, particularly those related to reconciliation, audit and management. Training includes a review of RITBA violation processing business rules and customer service representative (CSR) violation account management usage within TollCRM. Our training is geared toward making agents knowledgeable about the violation process so they have the skills needed to handle customer complaints and questions. The length of training will be two days and conducted at RITBA facilities. Training topics will include:

- Violation Processing Overview – Business Rules;



Violation Processing System Changes and GL Interface

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- Violation Account Management;
- Dispute Processing;
- DMV QA;
- Registration Hold and Release;
- Payment Plans;
- Reporting; and
- Audit and Reconciliation.



Violation Processing System Changes and GL Interface

RITBA VPS Work Order
09/15/2015



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V. PRICE

V.1 PRICING

Item	Designation	Qty	Unit Price \$	Total
1.	Violation Processing System - End-to-end processing in house including: - Requirements Management and Business Analysis - Development - Testing - Go-live support	1	\$396,800	\$396,800
2.	GL-GP Interface integration	1	\$57,500	\$57,500
Total Price:			\$454,300	\$454,300

Plus:

Amendment to the existing BO Software Maintenance Proposal (TBD)

V.2 COMMERCIAL CONDITIONS

1. Payment terms will be governed as follows:
 - a. Milestone 1: Notice to Proceed – 10% (\$45,430)
 - b. Milestone 2: Specifications Approval – 15% (\$68,145)
 - c. Milestone 3: Use Acceptance Test Approval – 20% (\$90,860)
 - d. Milestone 4: Go Live – 55% (\$249,865)
2. The price is a lump sum firm fixed price based on the scope of work identified.
3. This Change Request will be governed by the terms and conditions stated in the Contract for E-ZPass Back Office Services.
4. Sanef its will administer and maintain these BOS changes to support continued operations as set forth in an amendment to the existing maintenance contract.



Violation Processing System Changes and GL Interface

RITBA VPS Work Order

09/15/2015



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sanef groupe

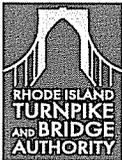
Le Crossing

30 boulevard Gallieni - 92130 Issy les Moulineaux - France

Tel : +33 (0)1 81 89 21 00 - Fax : +33 (0) 81 89 21 49

With capital of 16 643 987, 50 euros - RCS Nanterre 500 717 103

sanef-its.com



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 9	DATE PREPARED: September 21, 2015	SUBJECT: JAMESTOWN GUARDRAIL REPAIRS
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

Many areas of the wooden guardrail along Route 138 in Jamestown are damaged and in need of imminent repair. Cosco, under their existing contract, has given us a price of \$12,890.00 to repair these areas before winter. Recommend approval.

Financial Effect : \$12,890.00

Instructions: The individual named at the top of this page as "preparer" indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	EXECUTIVE DIRECTOR <i>EARL J. CROFT III</i>	INITIALS	DATE	BOARD ACTION:
	FINANCE <i>MAGGIE BAKER</i>			<p><u> </u> TABLED: UNTIL _____</p> <p><u> </u> DISCUSSED: <i>Action Taken:</i></p> <p>VOTE TAKEN: <u> </u> YES <u> </u> NO</p> <p>APPROVED: <u> </u> YES <u> </u> NO</p> <p><u> </u> RATIFIED</p>
√	ENGINEERING <i>ERIC OFFENBERG</i>	<i>EO</i>	<i>9/21/15</i>	
	PLAZA OPERATIONS SAFETY & SECURITY <i>JIM MANNI</i>			
	DIRECTOR OF ELECTRONIC TOLLING <i>KATHRYN O'CONNOR</i>			
	MAINTENANCE <i>JAMES ROMANO</i>			
	INFORMATION TECHNOLOGY <i>MICHAEL BONSIGNORE</i>			



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 10	DATE PREPARED: September 21, 2015	SUBJECT: CONTRACT 15-15 ON-CALL RESIDENT ENGINEER & CONSTRUCTION INSPECTION SERVICES
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

RITBA went out for qualification for On-Call Resident Engineer & Construction Inspection Services. Three vendors replied: Keville Enterprises, Cataldo Associates and PB/WSP. These firms will be able to provide Construction Inspection Services and Resident Engineer Services for all of our bridges, roads and facilities. Recommend acceptance of all three.

Financial Effect : N/A

Instructions: The individual named at the top of this page as “preparer” indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	INITIALS	DATE	BOARD ACTION:
EXECUTIVE DIRECTOR <i>EARL J. CROFT III</i>			<p>TABLED: UNTIL _____</p> <p>DISCUSSED: <i>Action Taken:</i></p> <p>VOTE TAKEN: __ YES __ NO</p> <p>APPROVED: __ YES __ NO</p> <p>RATIFIED</p>
FINANCE <i>MAGGIE BAKER</i>			
√ ENGINEERING <i>ERIC OFFENBERG</i>	<i>EO</i>	<i>9/24/15</i>	
PLAZA OPERATIONS SAFETY & SECURITY <i>JIM MANNI</i>			
DIRECTOR OF ELECTRONIC TOLLING <i>KATHRYN O'CONNOR</i>			
MAINTENANCE <i>JAMES ROMANO</i>			
INFORMATION TECHNOLOGY <i>MICHAEL BONSIGNORE</i>			



WBE & DBE CERTIFIED

145 Tremont Street, 3rd Floor, Boston, MA 02111 www.keville.com Phone (617) 482-3888 Fax (617) 482-4488

August 14, 2015

Eric Offenberg, PE
Director of Engineering
Rhode Island Turnpike and Bridge Authority
1 East Shore Drive
Jamestown, RI 02835

Re: Request for Proposal for On-Call Resident Engineer and Construction Inspection Services, RITBA Contract No. 15-15

Dear Mr. Offenberg:

Keville Enterprises, Inc. (Keville) is a 150+ person full service woman-owned Construction Management and Inspection firm which is certified as a WBE/DBE by 30 agencies nationwide. Keville specializes in providing construction inspection services, including specifically AWS-CWI welding and NACE coatings inspection, as well as all of the support services associated with construction management and inspection, including but not limited to work quality conformance, progress reporting, invoice review, negotiation of changes orders, cost estimating, scheduling, and claims analysis.

We have the resources and the expertise to fully support the Rhode Island Turnpike and Bridge Authority (RITBA) with its on-call inspection needs for the Newport/Pell Bridge, the Jamestown/Verrazzano Bridge, the Mount Hope Bridge, the Sakonnet River Bridge, the Route 138 Connector Road, and all other buildings and utilities owned or operated by RITBA. **We have 65 Resident Engineer/Inspector staff who hold 133+ certifications and have an average experience of 20+ years, including numerous staff with AWS CWI, NACE and ASNT NDT certifications.** Many of our people are multi-disciplined in the aforementioned tasks, which makes us very cost effective.

Our capacity and skill in these specialty inspection areas was recognized by the selection of Keville by the American Welding Society as its 2006 Image of Welding Award recipient in the Small Business category.

Specialized Expertise

This specialized expertise plainly differentiates Keville from other firms. **Construction Inspection is what we do and who we are, and we specialize in the very steel and coatings inspection services RITBA seeks!** We would be honored to continue to serve as RITBA's On-Call Construction Inspection Consultant. Our firm and each of our personnel will continue to bring a deep commitment to each assignment and its successful execution. We will do whatever it takes to fully support RITBA on each and every one of its projects, as we have strived to do for the past five years. We believe we have also demonstrated our sincere commitment and expertise to RITBA's sister agency RI DOT, for whom we have been providing steel and coatings inspection services for the past 12+ years.

"Keville's professionalism and detailed knowledge of steel inspection has made them a valuable and trusted resource to RI DOT for the past (twelve) years."
Robert Pavia, Project Manager, RI DOT, (401) 222-4053-X 4079

Experience

Keville has a deep breadth of experience providing construction inspection, AWS CWI inspection, and NACE coatings inspection **on bridge projects** which makes us well suited to serve as the On-Call Construction Inspection Consultant for RITBA. **This experience includes eight projects for RITBA valued at \$127M.** In addition, our personnel have experience on some of the most complex and high profile projects in the country and New England – such as the \$100M Zakim Bunker Hill Cable-Stayed Bridge, the Leverett Circle Connector, the Massachusetts Avenue Interchange, the \$385M MassHighway Route 3 North Transportation Improvement Project involving 40 bridges, and numerous projects on the \$3.3 billion Logan Airport Modernization Program. Construction on these complex projects was performed under "live" road conditions, at an active international airport, and proximate to the general public. By their very nature these projects demanded a commitment to and a consciousness of the critical importance of safety. Our personnel bring this commitment and consciousness to every task.

Our experience also includes numerous field projects for RI-DOT, such as the Sakonnet River Bridge Replacement Project, the Jamestown-Verrazzano Bridge Phase II Improvements, Washington Bridge Reconstruction, the Relocated Route 403 Frenchtown Road Bridges, Contracts 6, 6A and 8 of the I-WAY Project, as well as a variety of other public owners, each of whom is faced with budget constraints and aggressive schedule deadlines similar to RITBA's. This experience provides Keville with a perspective of and appreciation for the multitude of duties and constituencies that are part of RITBA's projects.

We understand that our role is to assist RITBA in successful completion of its projects, and we know that this role requires us to solve problems and bring solutions to the table, not merely report on status.

Construction Phase Leadership

We are pro-active in our approach to providing Resident Engineering/Inspection services. We know that our role in representing RITBA is not merely to observe and document construction activities, but rather, to become actively engaged in optimizing the construction process. We do not hesitate to step up and take the lead during construction. If requested to do so by RITBA, we will chair construction progress meetings and issue resolution minutes. When we see a problem or potential problem that could affect project schedule, cost, or quality, we speak up, engage all pertinent parties, and ensure that the problem gets resolved as quickly as possible. We spend all of the time that is necessary to ensure that constituents are fully informed about construction activities, and that the impact to their operations is minimized. We treat the construction contractor as a member of RITBA's project delivery team, not as an adversary. We constantly look weeks ahead in the project schedule to ensure that submittals are approved, materials are ordered and on site, and the contractor has properly planned its operations prior to the start of work activities. When we detect that the contractor is posturing for additional time or money, we discuss it with the contractor and drive it to resolution, rather than waiting for a claim or dispute to fester.

We regard project success as our responsibility, not someone else's.

Commitment

Keville offers an unparalleled level of specific Construction Inspection experience of the type called for by RITBA on this Project. The fact that we are solely a Construction Management firm distinguishes Keville from other firms, who may only provide such services as an adjunct to its larger engineering or construction practice. This is a **signature contract** for Keville and one we value very deeply. We guarantee you that we will continuously meet or exceed your needs and expectations, and will provide RITBA a commitment to responsiveness and quality in the delivery of our services. **If given the opportunity to continue to serve as RITBA's On-Call Construction Inspection Consultant, we will not disappoint you!**

We look forward to your favorable review of our qualifications and the opportunity to continue providing On-Call Resident Engineer and Construction Inspection Services to RITBA. We thank you for the opportunity to submit this response and if you have any questions, please do not hesitate to contact me at (781) 837-3884.

Very truly yours,

KEVILLE ENTERPRISES, INC.

Christine Keville

Christine Keville
President and CEO



CATALDO ASSOCIATES INC

CIVIL ENGINEERS • LAND SURVEYORS

1408 ATWOOD AVENUE
JOHNSTON, RI 02919

(401) 453-3300
FAX (401) 453-4117
ca@cataldoeng.com

August 14, 2015

Mr. Eric Offenberg, P.E.
Director of Engineering
RI Turnpike & Bridge Authority
1 East Shore Road
Jamestown, RI 02823

**RE: Contract 15-15
On-Call Resident Engineer &
Construction Inspection Services**

Dear Mr. Offenberg:

Cataldo Associates Inc. is pleased to present this "Proposal" package in connection with providing "**On-Call Resident Engineer & Construction Inspection Services**" for the above mentioned project. We are transmitting (5) five copies of our response.

Cataldo Associates Inc., founded in 1975, is based in Johnston, RI, operating under the direction of myself, Ronald W. Cataldo, P.E., President of the firm, with over thirty (30) years of administrative and technical experience. I have been directly responsible for a wide range of projects including highway and traffic design, site revitalization and improvements, survey layout, land planning, and construction management and inspection, meeting the needs of government, business, and industry.

Based on not only my expertise within the industry, but also on a record of continuous service to various surrounding state and local agencies, and the record of a successful execution and completion of projects consistently on time, I can assure you that Cataldo Associates Inc. is experienced in providing the type of services for the above mentioned project.

Cataldo Associates Inc. has in the past fifteen (15) years provided construction management and inspection services to the City of Providence, the RIPTA and other municipal and private clients. Cataldo Associates Inc. has also supplied approximately two hundred (200) Temporary Construction Inspectors to the RI Department of Transportation, the RI Department of Environmental Management, and the RI Air National Guard under three (3) construction inspection services Master Price Agreements, MPA 266-2-2228, MPA 266-00672 and MPA 429.

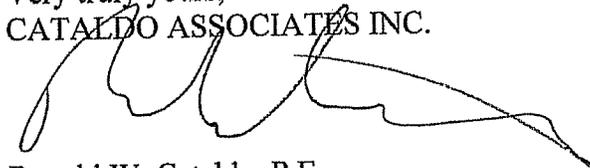
Contract 15-15
August 14, 2015
Page 2 of 2

We have a long history of providing transportation inspection services requested and have always rapidly provided qualified staff that meets the needs of our clients. Our staff, many former RIDOT construction personnel are familiar with RIDOT standards and specifications and Federal construction record keeping requirements.

Mr. John J. Pilkington, Jr. will act as the Resident Engineer for all RIBTA projects. Mr. John J. Pilkington, Jr. has 37 years experience overseeing construction projects of which 19 years he was the Assistant Chief of Construction Operations for highway construction & maintenance operations at the RIDOT.

Our staff is ready and available to provide on-call transportation inspection services to the RITBA and would be most appreciative of the opportunity to be considered for providing such services on this project.

Very truly yours,
CATALDO ASSOCIATES INC.



Ronald W. Cataldo, P.E.
President



August 14, 2015

Mr. Eric Offenberg, P.E.
Director of Engineering
Rhode Island Turnpike & Bridge Authority
1 East Shore Road
Jamestown, Rhode Island 02835

2348 Post Road
Suite 27
Warwick, RI 02886

Re: Request for Proposals (RFP) – Resident Engineer and Construction Inspection and Engineering Services – Contract 15-15

Main: 1 (401) 738-6600

www.wspgroup.com
www.pbworld.com

Dear Mr. Offenberg:

Parsons Brinckerhoff Inc. (PB) is pleased to submit our qualifications to perform resident engineer and construction inspection engineering services for the Rhode Island Turnpike and Bridge Authority (RITBA). For more than 15 years, we have successfully served clients throughout New England with resident engineering and construction inspection services. Our clients have come to trust us to support them with excellent performance of a wide range of services.

We acknowledge and thank you for your responses to questions submitted by proposers.

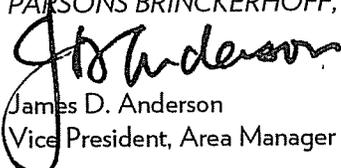
Your ongoing program requires personnel who are familiar with the critical issues of bridges, roadways, utilities, toll facilities and maintenance and protection of traffic. We have identified a top-notch core team, using both our own staff and highly qualified subconsultants KTA-Tator and VN Engineers to give you the service you need and expect from a firm like Parsons Brinckerhoff.

Our Boston office has successfully served the New England area for more than 30 years, with satellite offices in New Hampshire, Connecticut and Rhode Island. Our current construction services agreements for Vermont Agency of Transportation, New Hampshire DOT, Maine DOT and Maine Turnpike Authority are being jointly managed from various offices, with staff resources being drawn from every New England state, and beyond, when needed.

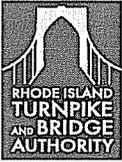
Personally, I am excited for the opportunity to serve as your Project Manager and single point of contact for these critical structures and facilities. I bring over 30 years of in-depth construction management and inspection experience, which includes a keen understanding of related DOT and Authority policies and procedures. Our on-call personnel are comprised of appropriately certified professionals in all classifications of inspection and support services. As I have done for the clients listed above, I will strive to meet your program expectations, and we are committed to serving you now and well into the future. Following selection and prior to receiving notice to proceed for specific staff assignments, we will have national criminal background and E-verification checks performed on the designated staff and submit them to RITBA.

We look forward to your proposal review. If you have any questions or require any additional information, please call me by email at andersonja@pbworld.com, or by phone at (617) 501-7066.

Very truly yours,
PARSONS BRINCKERHOFF, INC.



James D. Anderson
Vice President, Area Manager - Northeast Construction Services



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM //	DATE PREPARED: September 21, 2015	SUBJECT: NEWPORT PELL MAINTENANCE STORAGE BUILDING
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

RITBA has recently purchased over 1 million dollars' worth of maintenance equipment that needs to be stored indoors to preserve the equipments' longevity. Initial drawings have been completed to construct a maintenance building underneath the bridge in the area of the current compound. (abutting the Jamestown Garage)

Request approval to go to bid.

Financial Effect : \$140,000 +/- (cost estimates are approx. \$140,000)

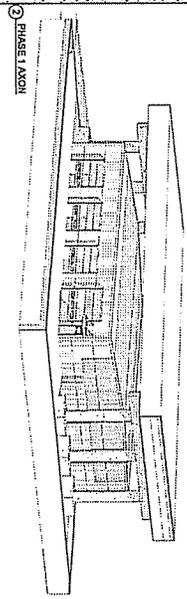
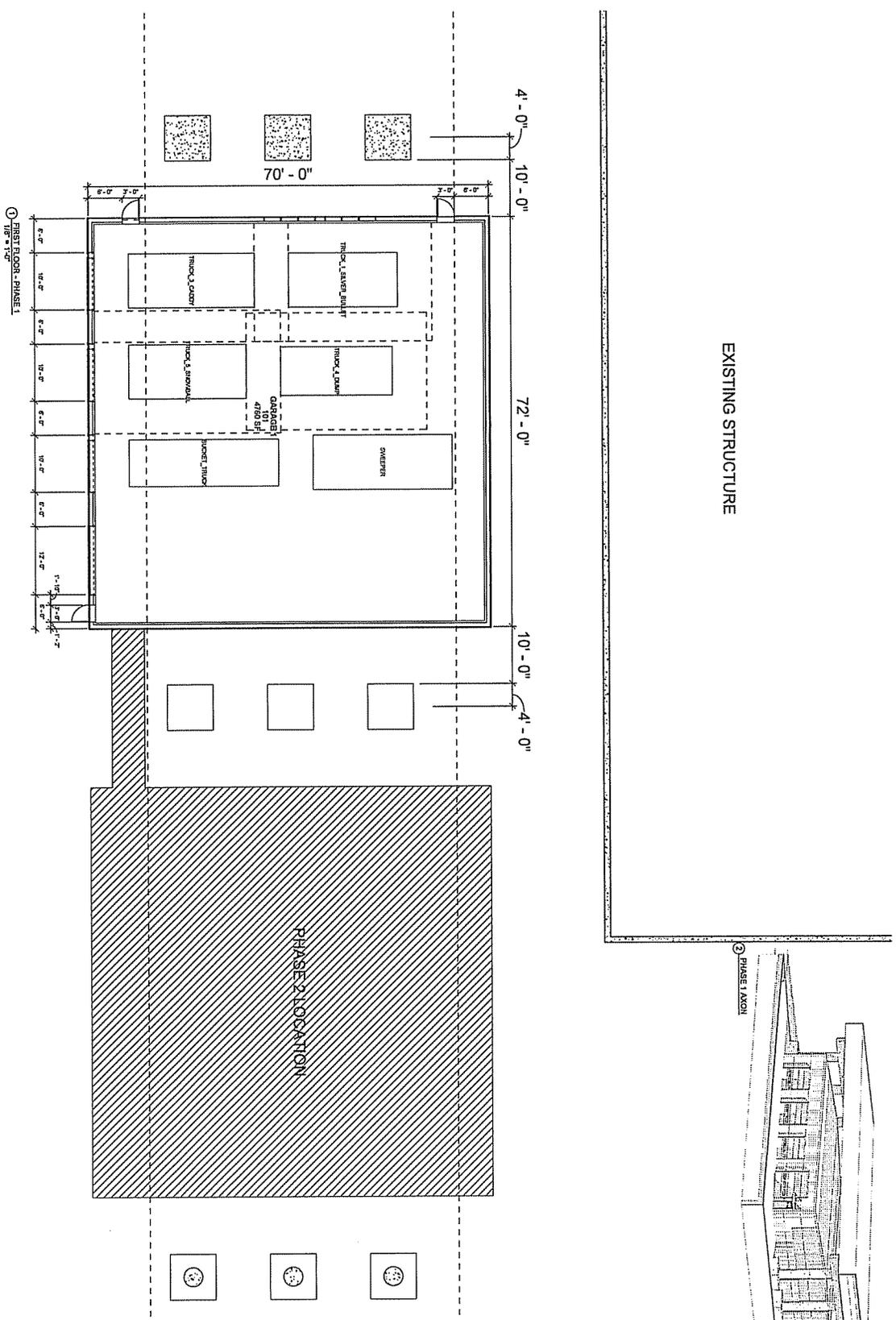
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ROUTING	EXECUTIVE DIRECTOR EARL J. CROFT III	INITIALS	DATE	BOARD ACTION:
	FINANCE MAGGIE BAKER			<p>___ TABLED: UNTIL _____</p> <p>___ DISCUSSED: Action Taken:</p> <p style="text-align: right;">VOTE TAKEN: ___ YES ___ NO</p> <p style="text-align: right;">APPROVED: ___ YES ___ NO</p> <p>___ RATIFIED</p>
√	ENGINEERING ERIC OFFENBERG	<i>EO</i>	9/21/15	
	PLAZA OPERATIONS SAFETY & SECURITY JIM MANNI			
	DIRECTOR OF ELECTRONIC TOLLING KATHRYN O'CONNOR			
	MAINTENANCE JAMES ROMANO			
	INFORMATION TECHNOLOGY MICHAEL BONSIGNORE			

ROOM SCHEDULE P1			
Level	Number	Name	Area
FIRST FLOOR	101	GARAGE 1	14792 SF
			4780 SF

PHASE 1

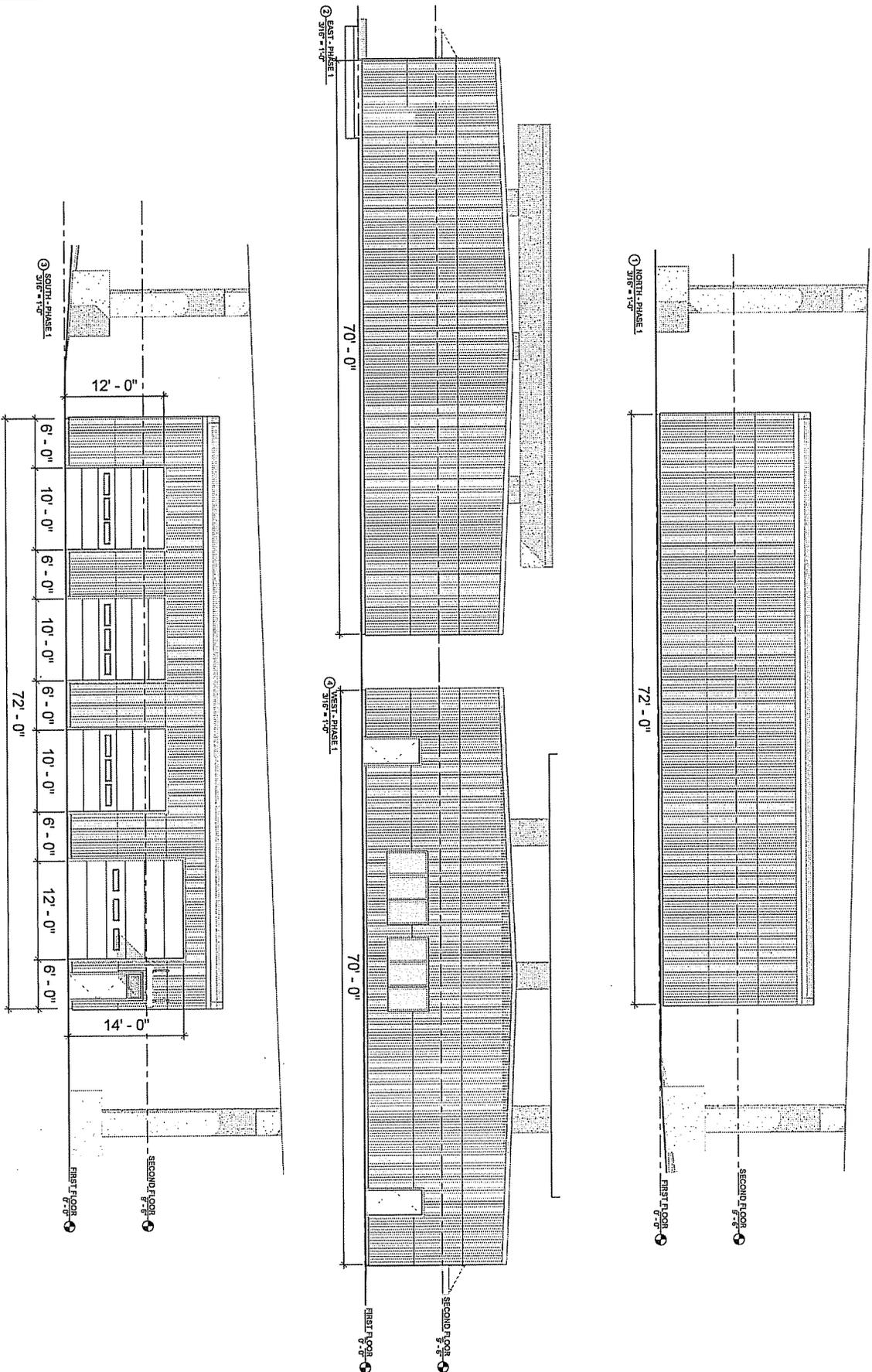
EXISTING STRUCTURE



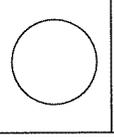
ISSUED FOR	CONSTRUCTION
NOT FOR	
DATE:	08/07/15
NCA JOB NO.:	1410
DRAWING NO.:	A-111-P1
TITLE:	FIRST FLOOR PLAN

JAMESTOWN UNDER BRIDGE GARAGE
 Bayview Drive
 Jamestown, R.I. 02835

NCA
 CONSULTANT
 AN INTEGRITY SYSTEM PROGRAM
 MEMBER OF DODD + DODD
 PROVIDENCE, RHODE ISLAND



JAMESTOWN UNDER BRIDGE GARAGE
 Bayview Drive
 Jamestown, R.I. 02835



REVISIONS:	
No.	Description

ISSUED FOR

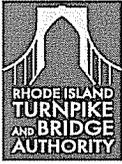
TITLE: ELEVATIONS - 71

DATE: 09/20/15

NCA JOB NO.: 14310

DRAWING NO.: A-202

NCA
 NATIONAL COLLABORATIVE ARCHITECTS & ENGINEERS
 1000 BAYVIEW DRIVE, JAMESTOWN, RI 02835
 PHONE: 401-438-1111



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 12	DATE PREPARED: September 21, 2015	SUBJECT: 2015 ROUTINE INSPECTION OF THE MT HOPE BRIDGE
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

Modjeski & Masters have provided a task order for the routine inspection of the Mt Hope Bridge. Recommend approval.

Financial Effect : NTE \$36,161.95

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ROUTING	INITIALS	DATE	BOARD ACTION:
EXECUTIVE DIRECTOR <i>EARL J. CROFT III</i>			<p><input type="checkbox"/> TABLED: UNTIL _____</p> <p><input type="checkbox"/> DISCUSSED: <i>Action Taken:</i></p> <p style="text-align: right;">VOTE TAKEN: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p style="text-align: right;">APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> RATIFIED</p>
FINANCE <i>MAGGIE BAKER</i>			
√ ENGINEERING <i>ERIC OFFENBERG</i>	EO	9/21/15	
PLAZA OPERATIONS SAFETY & SECURITY <i>JIM MANNI</i>			
DIRECTOR OF ELECTRONIC TOLLING <i>KATHRYN O'CONNOR</i>			
MAINTENANCE <i>JAMES ROMANO</i>			
INFORMATION TECHNOLOGY <i>MICHAEL BONSIGNORE</i>			

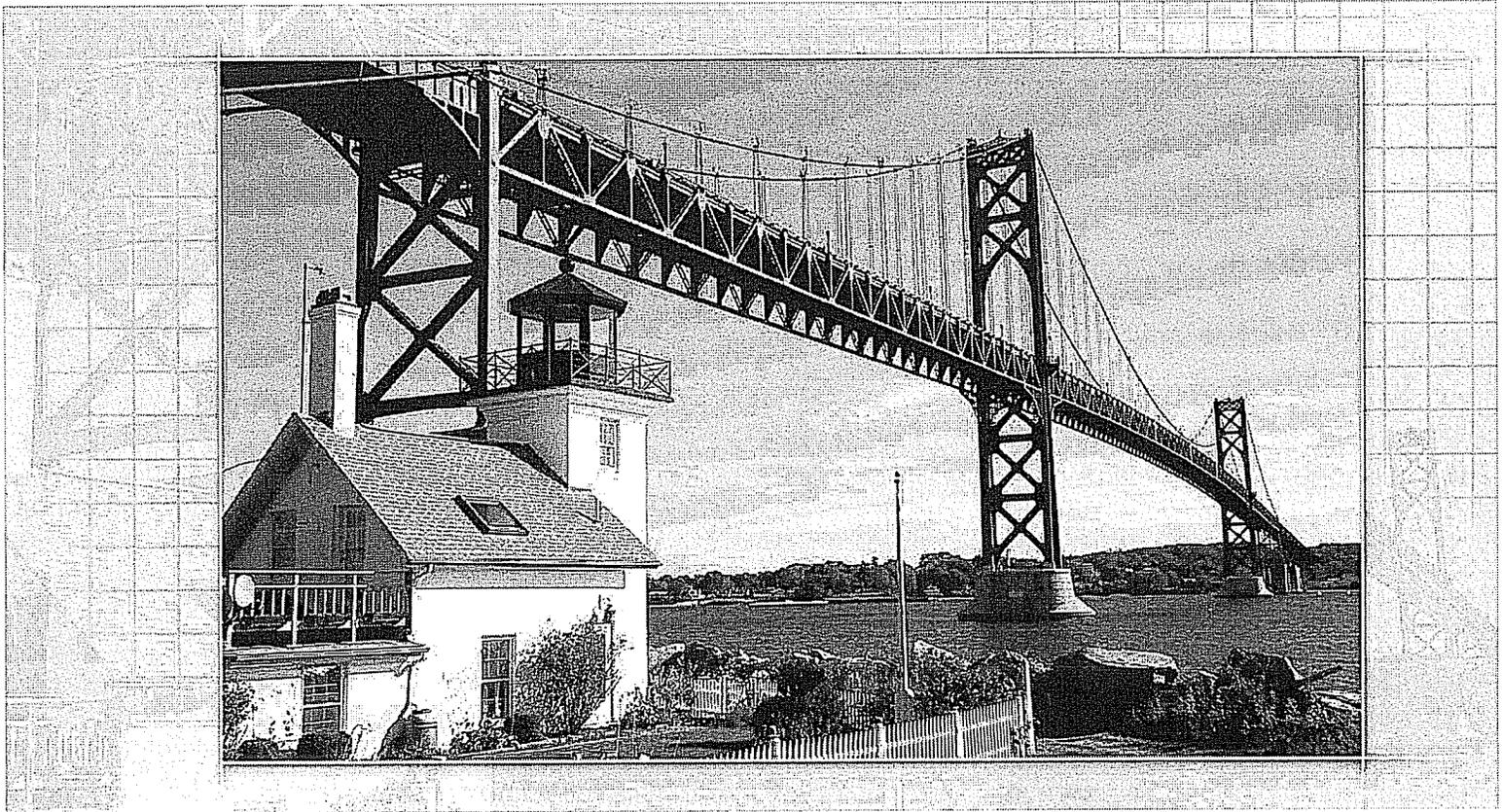


RHODE ISLAND TURNPIKE AND BRIDGE AUTHORITY

2015 ROUTINE INSPECTION OF THE MOUNT HOPE BRIDGE

Bristol | RI

TECHNICAL AND PRICE PROPOSAL



SEPTEMBER 21, 2015



Experience great bridges.

www.modjeski.com



Technical Proposal





TECHNICAL PROPOSAL 2015 ROUTINE INSPECTION

I. Project Background

The 2015 Routine Inspection of the Mount Hope Bridge (2015 Inspection) will be performed under the renewed Agreement for Professional Services (Contract 07-4B), approved on August 1, 2012, between the Rhode Island Turnpike and Bridge Authority (RITBA) and Modjeski and Masters, Inc (MM).



The 2015 inspection will be performed, as per the Ten-Year Plan, to determine the overall safety and performance of the bridge, and to identify any major accident damage or incident, and any significant deterioration of structural elements since the 2014 inspection. This inspection will also ensure that routine annual maintenance works are being carried out.

The inspection will follow the guidelines of the AASHTO Manual for Bridge Evaluation and the Federal Highway Administration (FHWA) Bridge Inspector's Reference Manual as well as any supplementary requirements adopted by the Rhode Island Department of Transportation. Based on the inspection results, rehabilitation recommendations for any permanent repairs will be made. Preparation of contract documents

(including drawings and specifications) are not part of this proposal. Engineering Design Services for preparation of the contract documents will be presented in a separate proposal, if requested by the RITBA, after the inspection has been performed.

II. Project Team

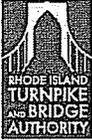
All the inspection activities will be performed by MM personnel. A two man team of experienced bridge inspection engineers will perform the work. The Team Members will be graduate Engineers. The Team Leader will be a registered Professional Engineer, and be qualified under the National Bridge Inspection Standards (NBIS) guidelines, and have significant experience inspecting bridges of a similar nature and size within recent years.

III. Scope of Work

Routine Inspection. MM will perform a Routine Inspection of the bridge members. Access to the metalwork will be gained by walking and/or climbing, and by using the bridge catwalks and ladders. The underside of the deck joints will be inspected by employing technical rope access techniques which will eliminate impacts to traffic during the inspection of these members.

Since safety is of paramount importance to MM and the RITBA, it is recognized by all parties that some schedule delays or additional inspection time and/or costs may be encountered to maintain safe working conditions. Durations and costs associated with the project, and presented herein, are therefore by necessity estimated. We have endeavored to show reasonable estimates in order to protect both parties from the need to request additional time or funding to the extent we believe it is prudent.

Contingency. Rather than carry separate contingency for each major portion of the work, including inspection delays due to weather etc., contingency has, for the most part, been eliminated.



IV. Key Staff

The overall effort will be managed by Mr. Richard A. Little, P.E. and led on site by Mr. Bradly C. Croop, P.E. Both Mr. Little and Mr. Croop are Professional Engineers who are well-versed in the inspection of suspension bridges and other structure types.

V. Schedule

The expected duration of the inspection will be approximately one week assuming no lost days due to inclement weather. The inspection is tentatively scheduled to start in late October 2015.

The approach spans consist of 28 spans, from pier to pier, while the suspended spans consist of 60 sections, defined herein from suspender to suspender. As indicated previously, the metalwork at the deck joint locations in the approach spans and suspended spans will be inspected using technical rope access techniques.

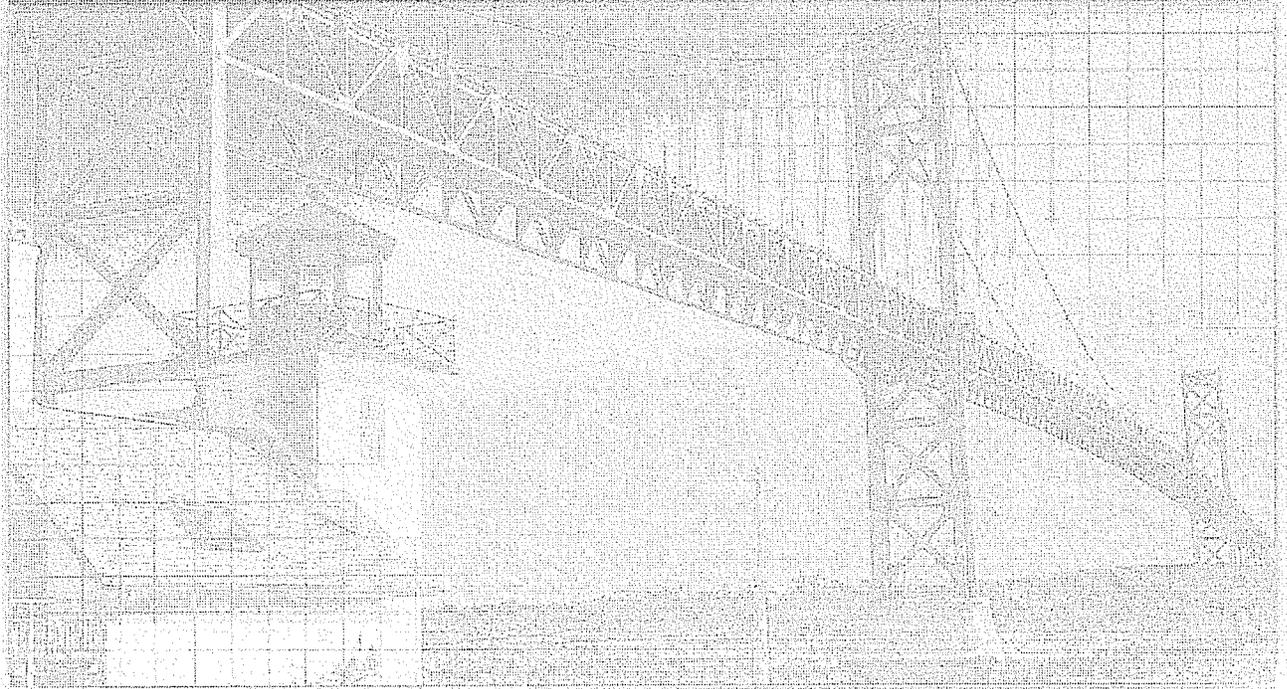


VI. Deliverables

For preparing the inspection report, an electronic copy of the 2014 Annual Inspection and Fracture Critical Member Inspection Report by MM will be used as a template to help reduce report preparation time. The inspection report will be written and submitted in draft form within three months of the completion of the field work. The Final Inspection Report will be completed within one month of receipt of comments. A total of fifteen (15) color copies and four (4) copies on CD will be provided along with an electronic copy in PDF format.



Price Proposal





**2015 MOUNT HOPE BRIDGE ROUTINE INSPECTION
PROFESSIONAL ENGINEERING SERVICES**

SUMMARY OF ESTIMATED COSTS:

1. Salaries and Wages by Personnel

Classification	Hours	Ave. Hrly. Rate	Estimated Cost
Principal	3.00	\$ 65.00	\$ 195.00
Project Manager	25.00	\$ 42.03	\$ 1,050.75
Field Services Manager	24.00	\$ 65.00	\$ 1,560.00
Team Leader	93.00	\$ 42.03	\$ 3,908.79
Engineer Inspector	184.00	\$ 31.42	\$ 5,780.67

Total Labor 329.00 hrs \$ 12,495.21

2. Fringe Benefits 53.36% \$ 6,667.44

3. Overhead 97.18% \$ 12,142.84

Subtotal (total labor + fringe benefits + overhead) \$ 31,305.49

4. Fixed Fee 7.21% \$ 2,432.51

Total (total labor + fringe benefits + overhead + fixed fee) (2.70 multiplier) \$ 33,738.00

5. Reimbursable Expenses

Travel (company auto)	830 miles @	\$ 0.565	\$ 468.95
Tolls	1 rountrip @	\$ 15.00	\$ 15.00
Lodging (2 persons, 5 nights)	10 nights @	\$130.00	\$ 1,300.00
Meals & IE (2 persons, 6 days)	12 days @	\$ 30.00	\$ 360.00
Reproduction	1,500 sheets @	\$ 0.10	\$ 150.00
Express Mail	2 pkg's @	\$ 65.00	\$ 130.00

Total Reimbursable Expenses \$ 2,423.95

TOTAL PROJECT COST \$ 36,161.95



**2015 MOUNT HOPE BRIDGE ROUTINE INSPECTION
PROFESSIONAL ENGINEERING SERVICES**

Salary List

Name	Classification	Actual Hourly Rate	Average Hourly Rate
Barney T. Martin	Principal (PR)	\$65.00	\$65.00 *
Bradly C. Croop	Project Manager (PM)	\$42.03	\$42.03
Richard A. Little	Field Services Manager (FM)	\$65.00	\$65.00 *
Bradly C. Croop	Team Leader (TL)	\$42.03	\$42.03
Shawn J. Throne	Engineer Inspector (EI)	\$33.74	\$31.42
William R. Bolt		\$30.91	
Austin D. Kieffer		\$29.60	

* Denotes salary has been capped by RITBA.

**2015 MOUNT HOPE BRIDGE ROUTINE INSPECTION
PROFESSIONAL ENGINEERING SERVICES**

ESTIMATE OF TIME IN MAN-HOURS AND COST

Summary By Task

Task A Project Management/Administration

Estimated Time:	16 Hrs.		per task	
Principal	0 Hrs.	@	\$65.00 =	\$0.00
Project Manager	16 Hrs.	@	\$42.03 =	\$672.48
Field Services Manager	0 Hrs.	@	\$65.00 =	\$0.00
Team Leader	0 Hrs.	@	\$42.03 =	\$0.00
Engineer Inspector	0 Hrs.	@	\$31.42 =	\$0.00
Total	16 Hrs.			\$672.48

Task B Review Existing Documents

Estimated Time:	7 Hrs.		per task	
Principal	1 Hrs.	@	\$65.00 =	\$65.00
Project Manager	1 Hrs.	@	\$42.03 =	\$42.03
Field Services Manager	2 Hrs.	@	\$65.00 =	\$130.00
Team Leader	1 Hrs.	@	\$42.03 =	\$42.03
Engineer Inspector	2 Hrs.	@	\$31.42 =	\$62.83
Total	7 Hrs.			\$341.89

Task C Routine Inspection

Estimated Time:	142 Hrs.		per task	
Principal	0 Hrs.	@	\$65.00 =	\$0.00
Project Manager	0 Hrs.	@	\$42.03 =	\$0.00
Field Services Manager	2 Hrs.	@	\$65.00 =	\$130.00
Team Leader	74 Hrs.	@	\$42.03 =	\$3,110.22
Engineer Inspector	66 Hrs.	@	\$31.42 =	\$2,073.50
Total	142 Hrs.			\$5,313.72

**2015 MOUNT HOPE BRIDGE ROUTINE INSPECTION
PROFESSIONAL ENGINEERING SERVICES**

ESTIMATE OF TIME IN MAN-HOURS AND COST

Summary By Task

Task D Prepare Inspection Report

Estimated Time:	164 Hrs.		per task	
Principal	2 Hrs.	@	\$65.00 =	\$130.00
Project Manager	8 Hrs.	@	\$42.03 =	\$336.24
Field Services Manager	20 Hrs.	@	\$65.00 =	\$1,300.00
Team Leader	18 Hrs.	@	\$42.03 =	\$756.54
Engineer Inspector	116 Hrs.	@	\$31.42 =	\$3,644.33
Total	164 Hrs.			\$6,167.11

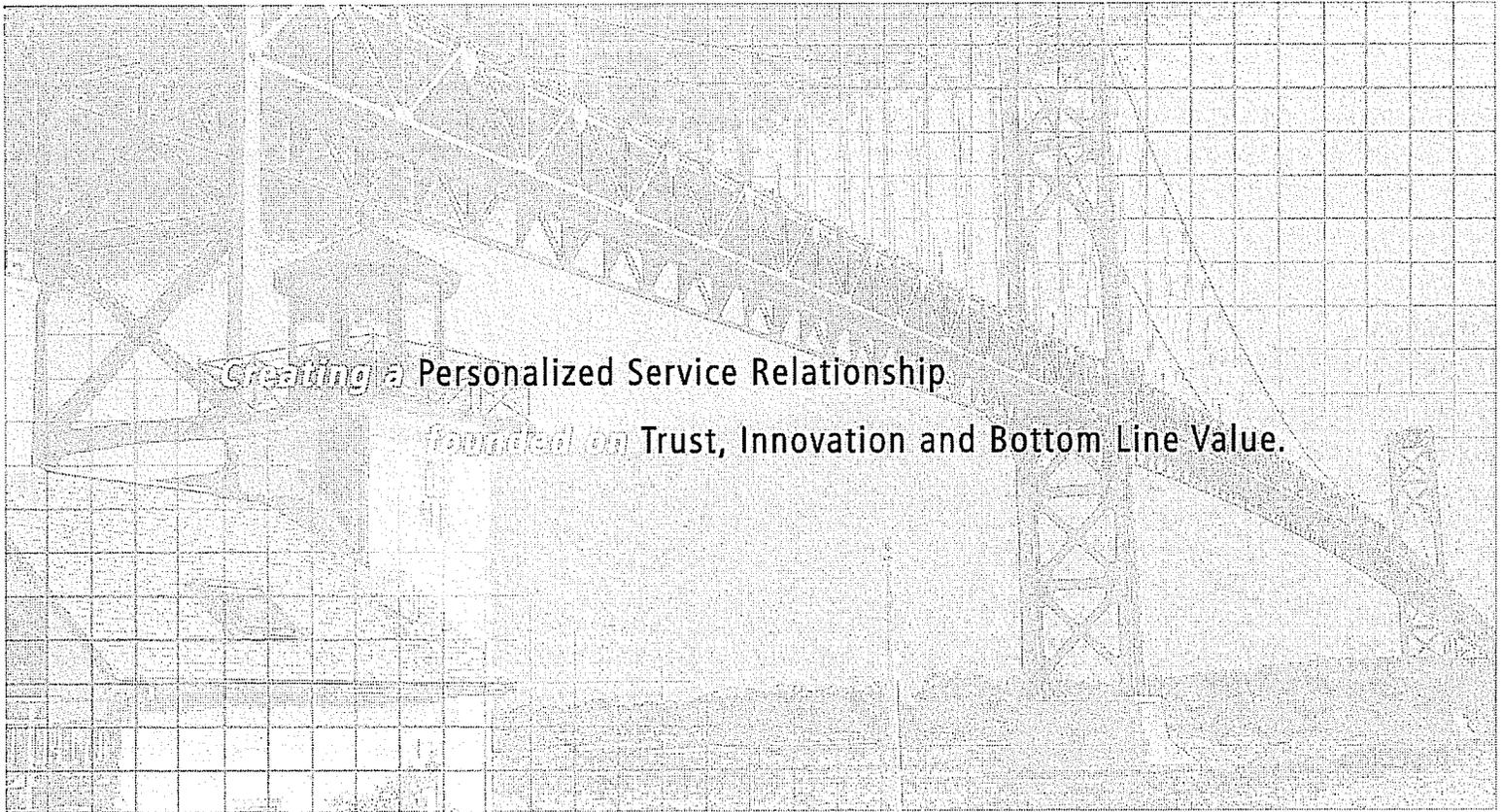
**2015 MOUNT HOPE BRIDGE ROUTINE INSPECTION
PROFESSIONAL ENGINEERING SERVICES**

ESTIMATE OF TIME IN MAN-HOURS

PR = Principal
PM = Project Manager
FM = Field Services Manager

TL = Team Leader
EI = Engineer Inspector

TASK DESCRIPTION		PR	PM	FM	TL	EI	TOTAL
Task A	Project Management/Administration						
	Project Management	0	6	0	0	0	6
	Project Administration	0	10	0	0	0	10
Task A Totals		0	16	0	0	0	16
Task B	Review Existing Documents						
	2012 Annual Inspection & Fracture Critical Member Inspection Report by MM	1	1	2	1	2	7
Task B Totals		1	1	2	1	2	7
Task C	Routine Inspection						
	Inspection						
	Preparation	0	0	0	8	2	10
	Travel (car - 2 people)	0	0	0	15	15	30
	Inspection (5 - 8 hr days)	0	0	0	35	35	70
	Miscellaneous & Contingency	0	0	0	8	8	16
		0	0	0	66	60	126
	Office						
	Review field notes, photos and categorize findings	0	0	2	8	6	16
		0	0	2	8	6	16
Task C Totals		0	0	2	74	66	142
Task D	Prepare Inspection Report						
	Draft Report	0	0	8	18	98	124
	Review Draft Report & Assembly	2	6	8	0	8	24
	Final Report & Assembly	0	2	4	0	10	16
Task D Totals		2	8	20	18	116	164



www.modjeski.com



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 13	DATE PREPARED: September 21, 2015	SUBJECT: JAMESTOWN 138 PUMP STATION
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

The Route 138 Drainage Pump Station has not operated for over 20 years. RITBA has worked with Pare Engineers to design and fix the situation and prepare an RFP to install new pumps, new electric, new generators and repair drainage systems. EW Burman was the lowest qualified bidder. Recommend approval.

Financial Effect : \$1,213,824.00

Instructions: The individual named at the top of this page as “preparer” indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	EXECUTIVE DIRECTOR EARL J. CROFT III	INITIALS	DATE	BOARD ACTION:
	FINANCE MAGGIE BAKER			<p><u> </u> TABLED: UNTIL _____</p> <p><u> </u> DISCUSSED: <i>Action Taken:</i></p> <p style="text-align: right;">VOTE TAKEN: <u> </u> YES <u> </u> NO</p> <p style="text-align: right;">APPROVED: <u> </u> YES <u> </u> NO</p> <p><u> </u> RATIFIED</p>
√	ENGINEERING ERIC OFFENBERG	<i>EO</i>	9/21/15	
	PLAZA OPERATIONS SAFETY & SECURITY JIM MANNI			
	DIRECTOR OF ELECTRONIC TOLLING KATHRYN O'CONNOR			
	MAINTENANCE JAMES ROMANO			
	INFORMATION TECHNOLOGY MICHAEL BONSIGNORE			



MEMORANDUM

DATE: September 10, 2015

TO: Eric Offenberg – RITBA

CC: Matthew McNally – RITBA
Matthew Ouellette – RIDOT
Lisa Goyer – PARE
Kevin Viveiros – PARE
Tim Thies – PARE

FROM: David Elwell

RE: **Jamestown Stormwater Pump Station
Rhode Island Turnpike and Bridge Authority/
Rhode Island Department of Transportation
RIFAP No. IM-DJBR (001)
RIDOT Contract No. 94102
PARE Project No. 98110.00, Task 009**

Contractor bids for Rhode Island Turnpike and Bridge Authority (RITBA) Contract 15-19, Jamestown Pump Station Renovations, were received and opened at RITBA Headquarters on September 8, 2015. Pare Corporation reviewed the four submitted Bid Packages. The Bidders, including the total bid prices as listed in the Proposals, are as follows:

1. E.W. Burman, Inc.\$1,213,824.00
2. John Rocchio Corporation\$1,599,790.00
3. R. Zoppo Corp.\$1,673,340.00
4. N.E. Building & Bridge Co., Inc.....\$1,882,372.00

Pare's review revealed inaccuracies in the calculations of two bidders: E.W. Burman, Inc. (BURMAN) and N.E. Building & Bridge Co., Inc. However, these inaccuracies do not substantially impact the relative bid prices:

- BURMAN failed to increase the quantity for Bid Item 17 "Concrete Protective Coating" to 4,800 SY as per Addendum No. 1 (BURMAN did formally acknowledge receipt of Addendum No. 1). In addition, one of two copies of the Proposal listed an apparent incorrect unit price of \$1,588.64 for Bid Item 8 "Rebuild Corbel Cone 1-5 Layers of Brick". The total listed for this Bid Item, \$38,966.00, was consistent between the two copies and consistent with the unit price of \$1,558.64 shown on the second copy. Finally, the totals of four bid items were rounded to the dollar, resulting in a difference in the bid total of \$0.73. Correcting for these errors and using the unit prices listed in BURMAN's Proposal, the bid price should be \$1,247,433.27, or \$33,609.27 higher than the sum listed in the Proposal.

- N.E. Building & Bridge Co. incorrectly added the Bid Item costs in calculating the total bid price. The correct sum is \$1,842,412.00, or \$39,960 lower than the sum listed in the Proposal.

The Low Bidder, BURMAN, submitted a bid package that included the following documents as required by the Notice to Contractors:

- Completed and Signed Proposal (includes acknowledgement of receipt of Addendum No. 1)
- Completed Statement of Qualifications (employee resumés and project lists attached)
- Signed and Sealed Proposal Bond for 5% of the accompanying bid.
- Signed and Sealed Non-Collusion Affidavit and Verification
- Signed and Sealed MBE/DBE/WBE Affidavit and Verification
- Signed and Sealed Inspection Affidavit

Regarding BURMAN's experience and qualifications to perform the work, we do not have any concerns. We note that BURMAN's experience is generally with building projects and not specifically pump stations. However, their experience does include plumbing and electrical work associated with these projects. In addition, BURMAN has stated that their Subcontractor, Aetna Bridge Company of Warwick, RI, will perform the site work (catch basin repairs). Aetna Bridge Company has sufficient experience with and is qualified to perform this work. Finally, we note that BURMAN's Completed Projects list includes two RITBA projects: RITBA Administration Building (Contract amount \$3,425,678) and RITBA Maintenance Building (Contract amount \$607,347).

Pare reviewed selected Bid Item prices relative to the previously-provided Opinion of Probable Construction Cost (OPCC). These Bid Items have the highest cost difference between the OPCC and the Low Bidder. The reviewed Bid Items are as follows:

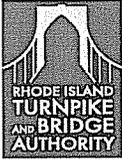
Bid Item No.	Description	Findings
7	Repoint Brick Corbel Cone 2-10 Layers of Brick	The quantity for this Bid Item was calculated correctly. The OPCC unit price of \$300/EA was based on recent Engineering News Record General Contracting Costbook data and an average of 8 courses of brick to be pointed in each corbel cone.
8	Rebuild Corbel Cone 1-5 Layers of Brick	The quantity for this Bid Item was calculated correctly. The OPCC unit price of \$500/EA was based on Rhode Island Department of Transportation Weighted Average Unit Prices.

Bid Item No.	Description	Findings
17	Concrete Protective Coating	The quantity for this Bid Item was calculated and updated correctly in Addendum No. 1. The OPCC unit price of \$5/SY was based on historic cost data per square foot and was not updated to a square yard cost of \$45/SY in the OPCC summary.
18	Maintenance & Protection of Traffic	The OPCC price of \$50,000 for this lump sum Bid Item was based on an assumed 20 days of construction and included signs, cones, an attenuator truck, mobilization, and movement of devices. Flaggers and police details were not included.
19	Mobilization	The OPCC price of \$25,000 for this lump-sum Bid Item was based on typical bid prices on Rhode Island Department of Transportation contracts of this magnitude.
22	Pipes, Fittings, and Valves	The OPCC price of \$40,000 for this lump-sum Bid Item was based generally on typical estimated unit prices for the various individual items of work included in this Bid Item.

Applying the corrected price for Bid Item 7 as noted above, the OPCC has been updated to \$879,850.00. This updated OPCC is 30-percent less than the corrected low-bid price of \$1,248,183.27. We do not feel the BURMAN bid is unreasonable based on the following factors:

- At least one Bidder expressed concern over the Contract Completion Date of December 31, 2015. The schedule is aggressive but we feel it is achievable. However, the aggressive schedule may be partially responsible for higher than expected bid prices.
- Pare and RIDOT have observed decreased competition in recent months on highway-related work. Bids have been coming in at least 20% higher than anticipated, and there have generally been fewer bidders than usual. Similarly on this project, decreased competition may have driven bid prices higher than those on which the OPCC was based.
- The Maintenance and Protection of Traffic Bid Item includes police details. However, based on RITBA experience, police details will not be necessary for many of the traffic setups. Some cost savings may be realized in this Bid Item.

Based on Pare's review of the submitted Bid Packages, we recommend the Contract be awarded to E.W. Burman, Inc. If you have any questions or would like to further discuss the received bids, please feel free to contact me at your convenience.



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM <i>14</i>	DATE PREPARED: September 21, 2015	SUBJECT: JAMESTOWN VERRAZZANO BRIDGE EMERGENCY REPAIRS
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

The most recent inspection of the Jamestown Verrazzano Bridge by WSP revealed some imminent repairs that need to be addressed before winter. They include replacing drainage troughs at joints, repairing access doors and concrete and rail repairs. Aetna has provided a cost for services to be added under Contract 12-1. Recommend approval.

Financial Effect : NTE \$341,720.00

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ROUTING	EXECUTIVE DIRECTOR <i>EARL J. CROFT III</i>	INITIALS	DATE	BOARD ACTION:
	FINANCE <i>MAGGIE BAKER</i>			<p><input type="checkbox"/> TABLED: UNTIL _____</p> <p><input type="checkbox"/> DISCUSSED: <i>Action Taken:</i></p> <p>VOTE TAKEN: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> RATIFIED</p>
√	ENGINEERING <i>ERIC OFFENBERG</i>	<i>EO</i>	<i>9/21/15</i>	
	PLAZA OPERATIONS SAFETY & SECURITY <i>JIM MANNI</i>			
	DIRECTOR OF ELECTRONIC TOLLING <i>KATHRYN O'CONNOR</i>			
	MAINTENANCE <i>JAMES ROMANO</i>			
	INFORMATION TECHNOLOGY <i>MICHAEL BONSIGNORE</i>			



100 Jefferson Boulevard, Suite 100
 Warwick, RI 02888
 Tel: 401.728.0400 - Fax: 401.463.3604
 www.aetnabridge.com

To: RITBA	Contact:
Address: PO Box 437 Jamestown, RI 02835	Phone: (401) 423-0800 Fax: (401) 423-0830
Project Name: RITBA - Jamestown Bridge Maintenance Work	Bid Number:
Project Location:	Bid Date: 9/9/2015

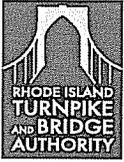
Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	REPAIRS TO STRUCTURAL CONCRETE MASONRY (PATCHING MORTAR) (\$ For Concrete Repairs Around Hatch Opening Included In Item 6)	0.00	CF	\$0.00	\$0.00
2	PORTLAND CEMENT CONCRETE DECK REPAIRS (PARTIAL DEPTH REMOVAL)	42.00	SF	\$210.00	\$8,820.00
3	COMPRESSION TYPE NEOPRENE EXPANSION JOINT 3" EXTRUDED SEALER (revised Qty From 150' To 84') (includes 1 Day Of Field Rep)	84.00	LF	\$475.00	\$39,900.00
4	STRUCTURAL CONCRETE CRACK REPAIR BY EPOXY-RESIN BASE ADHESIVE INJECTION (on Bridge Deck)	200.00	LF	\$50.00	\$10,000.00
5	AASHTO M270 GRADE 36 STEEL FURNISH, FABRICATE, AND ERECT (GR Railing Repair)	8.00	EACH	\$2,500.00	\$20,000.00
6	MISCELLANEOUS STRUCTURAL REPAIRS (Rem & Replace 2 Each Roadway Hatches)	1.00	LS	\$70,000.00	\$70,000.00
6a	Miscellaneous Structural Repairs (Trough Replacement P11 & P16)	1.00	LS	\$155,000.00	\$155,000.00
7	REMOVE AND REPLACE HIGH STRENGTH BOLTS	50.00	EACH	\$0.00	\$0.00
8	MOBILIZATION	1.00	LS	\$38,000.00	\$38,000.00

Total Bid Price: \$341,720.00

Notes:

- Assumes work to be performed M-F 7AM - 3:30PM. Costs for overtime, holiday, weekend work are not included in pricing
- Excludes all cold weather costs including snow and ice removal and cold weather concrete costs
- Estimate is valid for 30 days
- Price does not include costs for quality controls or testing
- Price assumes free and unimpeded access to the work without interference from other contractors
- Clarifications: TMA driver while work is being performed (TMA driver/monitoring of traffic controls during non-working hours for long term lane closure is not included), no touch-up painting of railing is included.
- REV 1 - 1.) Removed costs of flaggers, 2) Removed cost of rental UB truck for trough repairs [if UB truck is required it will be paid on T&M basis], 3) assumes traffic can be pushed into shoulders to facilitate joint replacements [if joint repairs cannot be performed in one lane closure (without switching to opposite lane closure) work in second lane closure will be paid for on T&M basis] 4) assumes temporary lane closures will be performed between 7am and 3:30pm

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Aetna Bridge Company</p> <p>Authorized Signature: _____</p> <p>Estimator: _____</p>
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RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 15	DATE PREPARED: September 21, 2015	SUBJECT: SAKONNET RIVER BRIDGE CRACKING
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

SUMMARY DESCRIPTION:

Ammann & Whitney has provided a task order to investigate the widespread concrete cracking on the Sakonnet River Bridge. This will include a review of all design documents, construction documents and repair documents in an effort to determine why the problem occurred, who may be responsible and come up with a plan to address future repair and maintenance.

Financial Effect : T&M NTE \$105,000

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	FINANCE MAGGIE BAKER			<p>___ TABLED: UNTIL _____</p> <p>___ DISCUSSED: Action Taken:</p> <p style="text-align: right;">VOTE TAKEN: ___ YES ___ NO</p> <p style="text-align: right;">APPROVED: ___ YES ___ NO</p> <p>___ RATIFIED</p>
√	ENGINEERING ERIC OFFENBERG	EO	9/21/15	
	PLAZA OPERATIONS SAFETY & SECURITY JIM MANNI			
	DIRECTOR OF ELECTRONIC TOLLING KATHRYN O'CONNOR			
	MAINTENANCE JAMES ROMANO			
	INFORMATION TECHNOLOGY MICHAEL BONSIGNORE			

96 Morton Street New York, NY 10014-3309
212.462.8500 Fax 212.929.5359
www.ammann-whitney.com

September 17, 2015

Mr. Eric Offenberg, P.E.
Director of Engineering
Rhode Island Turnpike and Bridge Authority
One East Shore Road
P.O. Box 437
Newport/Pell Bridge Administration Building
Jamestown, RI 02835

RE: Contract 10-14, On-Call Engineering Services

Subject: Sakonnet River Bridge Concrete Cracking
Scope and Cost Estimate

Dear Mr. Offenberg:

Per your request, Ammann & Whitney has begun to investigate the causes and remedies for the cracking that's occurring in the concrete superstructure at the Sakonnet River Bridge.

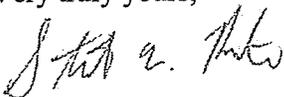
To date, A&W has spent approximately \$4,300 performing site visits, summarizing observations, reviewing documents, and developing lists of additional documents needed for review.

Going forward, A&W will review the documents already requested (but not yet received) from RIDOT. The objective is to determine the course of events that occurred during design and construction of the bridge. We will strive to determine what happened during design or during construction that are contributing factors leading to the premature cracking of the concrete superstructure. Additionally, regardless of the outcome of the "post mortem" of the design and construction process, the currently existing conditions need to be addressed. A&W will develop repair details for these conditions and outline a maintenance plan to prevent the cracking from shortening the useful life of the bridge.

The cost to perform the engineering work going forward is approximately \$99,786 (see attached breakdown). When combined with the amount already spent, we respectfully request a Task Order in the amount Not To Exceed \$105,000.

If you have any questions, feel free to call me (212-627-6587).

Very truly yours,



Stuart Rankin, P.E.
Project Manager

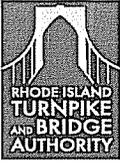
File: Mount Hope, MHB-039

Rhode Island Turnpike & Bridge Authority
Sakonnet River Bridge

Concrete Cracking Engineering Review and Mitigation

Ammann & Whitney Consulting Engineers

	HOURS		Average Rate	Total Hours	Estimated Cost
	Document Review	Repair and Mitigation			
Principal In Charge			\$ 75	0	\$ -
Technical Advisor	40	40	\$ 75	80	\$ 6,000
Project Manager	40	40	\$ 70	80	\$ 5,600
Senior Structural Engineer	100	80	\$ 62	180	\$ 11,160
Structural Engineer	40	120	\$ 48	160	\$ 7,680
Designer	40	120	\$ 35	160	\$ 5,600
Drafter	0	40	\$ 44	40	\$ 1,760
Subtotal Hours	260	440		700	
					SubTotal Direct Labor = \$ 37,800
					Total with Multiplier (2.62) = \$ 99,036
Direct Expenses					
Travel / Mail	\$500	\$250			\$ 750
					Grand Total = \$ 99,786
					Say = \$ 100,000



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM 16	DATE PREPARED: September 21, 2015	SUBJECT: CONTRACT 15-7 LEAD REMEDIATION & CHANGE ORDER AT MT HOPE HOUSE
FOR THE MEETING OF: September 25, 2015		PREPARED BY: ERIC OFFENBERG

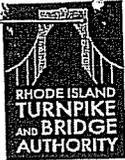
SUMMARY DESCRIPTION:

During renovations of the Mt Hope House, lead contaminated soils were encountered around both buildings. The soil needed to be removed in order to excavate to repair/add foundations. The soil is stockpiled on-site in preparation for transport to an approved facility. A large portion of the soil area has been covered by new asphalt. In addition, the foundation and some of the framing in the Carriage House needs to be repaired (similar to main house) in order to make the second floor useable space. The additional cost for lead removal will be approximately \$100,000 (including the new pavement) and the changes to the Carriage House will be approximately \$50,000.

Financial Effect : +/- \$150,000.00

Instructions: The individual named at the top of this page as "preparer" indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	INITIALS	DATE	BOARD ACTION:
EXECUTIVE DIRECTOR <i>EARL J. CROFT III</i>			<p><input type="checkbox"/> TABLED: UNTIL _____</p> <p><input type="checkbox"/> DISCUSSED: <i>Action Taken:</i></p> <p style="text-align: right;">VOTE TAKEN: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p style="text-align: right;">APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> RATIFIED</p>
FINANCE <i>MAGGIE BAKER</i>			
√ ENGINEERING <i>ERIC OFFENBERG</i>	<i>EO</i>	<i>9/21/15</i>	
PLAZA OPERATIONS SAFETY & SECURITY <i>JIM MANNI</i>			
DIRECTOR OF ELECTRONIC TOLLING <i>KATHRYN O'CONNOR</i>			
MAINTENANCE <i>JAMES ROMANO</i>			
INFORMATION TECHNOLOGY <i>MICHAEL BONSIGNORE</i>			



RHODE ISLAND Turnpike and Bridge Authority

Board Agenda Item Tracking System

AGENDA ITEM	DATE PREPARED: 9/21/15/2015	SUBJECT: FY 2016 YTD May Financial Package
FOR THE MEETING OF: September 25, 2015		PREPARED BY: Barbara Donnelly

SUMMARY DESCRIPTION:

July 2015 MTD / YTD Financial Report

Traffic and Revenue Reports

Financial Effect: N/A

Instructions: The individual named at the top of this page as "preparer" indicates in boxes below which individuals and departments are to review and approve this document and its corresponding support (if applicable) prior to distribution to Board members. Then, each individual places his or her initials and date in the appropriate space in evidence of their review.

ROUTING	EXECUTIVE DIRECTOR EARL J. CROFT III	INITIALS	DATE
√	FINANCE MAGGIE BAKER	<i>MB</i>	9/21/15
	ENGINEERING ERIC OFFENBERG P.E.		
	OPERATIONS JAMES SWANBERG		
	MAINTENANCE JAMES ROMANO		
	E-ZPASS KATHRYN O'CONNOR		
	IT MICHAEL BONSIGNORE		
	OTHER (SPECIFY)		

BOARD ACTION:

TABLED: UNTIL _____

DISCUSSED:
Action Taken:

VOTE TAKEN: YES NO

APPROVED: YES NO

RATIFIED

Rhode Island Turnpike and Bridge Authority
Cash and Investments Summary
July 31, 2015

As of July 31, 2015

	Cash and Cash Equiv.*	Investments	Total @ 7/31/2015	Total @ 6/30/2015	Change
Operations and Maintenance Fund	638,148		638,148	358,796	279,352
O&M Reserve Fund		1,122,059	1,122,059	1,119,108	2,951
Renewal and Replacement Fund	319,986	72,361,769	72,681,755	7,400,540	65,281,215
Revenue Fund	98,388		98,388	243,690	(145,302)
Violations Account	610,901		610,901	567,901	43,000
Toll Revenue Fund		185,227	185,227	440,800	(255,573)
EZ Pass Fund	5,267,913	1,011,672	6,279,585	6,015,421	264,164
General Fund	1,607		1,607	1,607	(0)
Health Benefits Account	2,489		2,489	6,230	(3,741)
Insurance Reserve Fund	1,588,100		1,588,100	1,588,086	14
2003A Debt Service Principal		1,905,196	1,905,196	1,667,266	237,930
2003A Debt Service Interest		87,381	87,381	48,671	38,710
2003A Debt Service Reserve		4,700,363	4,700,363	4,700,353	10
2010A Debt Service Principal					
2010A Debt Service Interest		400,414	400,414	201,432	198,982
2010A Debt Service Reserve		3,715,250	3,715,250	3,715,250	-
2013A Cost of Issuance					
2013A Debt Service Principal					
2013A Debt Service Interest					
2013A Project Fund					
Motor Fuel Revenue Fund				1,322,696	(1,322,696)
Motor Fuel Residual Fund		15,139,390	15,139,390	12,528,798	2,610,592
2014A BAN Project Fund		22,643,833	22,643,833	24,986,818	(2,342,985)
2014A Note Payment Fund		22,581	22,581	9,454	13,127
2014B Note Payment Fund		20,187	20,187	18,925	1,262
Total	\$ 8,527,532	\$ 123,315,322	\$ 131,842,854	\$ 66,941,842	\$ 64,901,012

* Cash equivalents consist of short-term, liquid investments such as repurchase agreements ("repos"), money market funds, and certificates of deposit:

Repurchase agreements are essentially loans to the entity from which they are purchased. By investing in repos with Citizens Bank, R.I.T.B.A. is, in actuality, loaning funds to the bank and receiving securities in return as collateral for the loan. In this position, R.I.T.B.A. actually holds a reverse repo, or the opposite side of a repurchase agreement. The Bank holds the repo; that is, the agreement to repurchase the security held temporarily by the R.I.T.B.A.

The money market is a subsection of the fixed income market, as is the bond market. The notable difference between the bond and money markets is the short-term nature of the money market. Money market securities have maturities of less than one year and are essentially IOUs from government entities, financial institutions, and corporations. Due to their extreme liquidity, money market funds are considered to be cash for financial reporting purposes.

**RI TURNPIKE & BRIDGE AUTHORITY
FY2016 Traffic & Revenue Analysis**

NEWPORT BRIDGE

YTD Traffic Analysis

Percentage breakdown to TOTAL traffic

Month	Cash Traffic	RI ETC Traffic	OOS ETC Traffic	TOTAL Traffic	Percentage breakdown to TOTAL traffic		
					% Cash	% RI ETC	% OOS ETC
July	198,393	710,155	119,465	1,028,013	19.30%	69.08%	11.62%
August							
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
Total Traffic	198,393	710,155	119,465	1,028,013	19.30%	69.08%	11.62%

COMMERCIAL 3,030 10,400 13,430 22.56% 77.44%

YTD Revenue Analysis

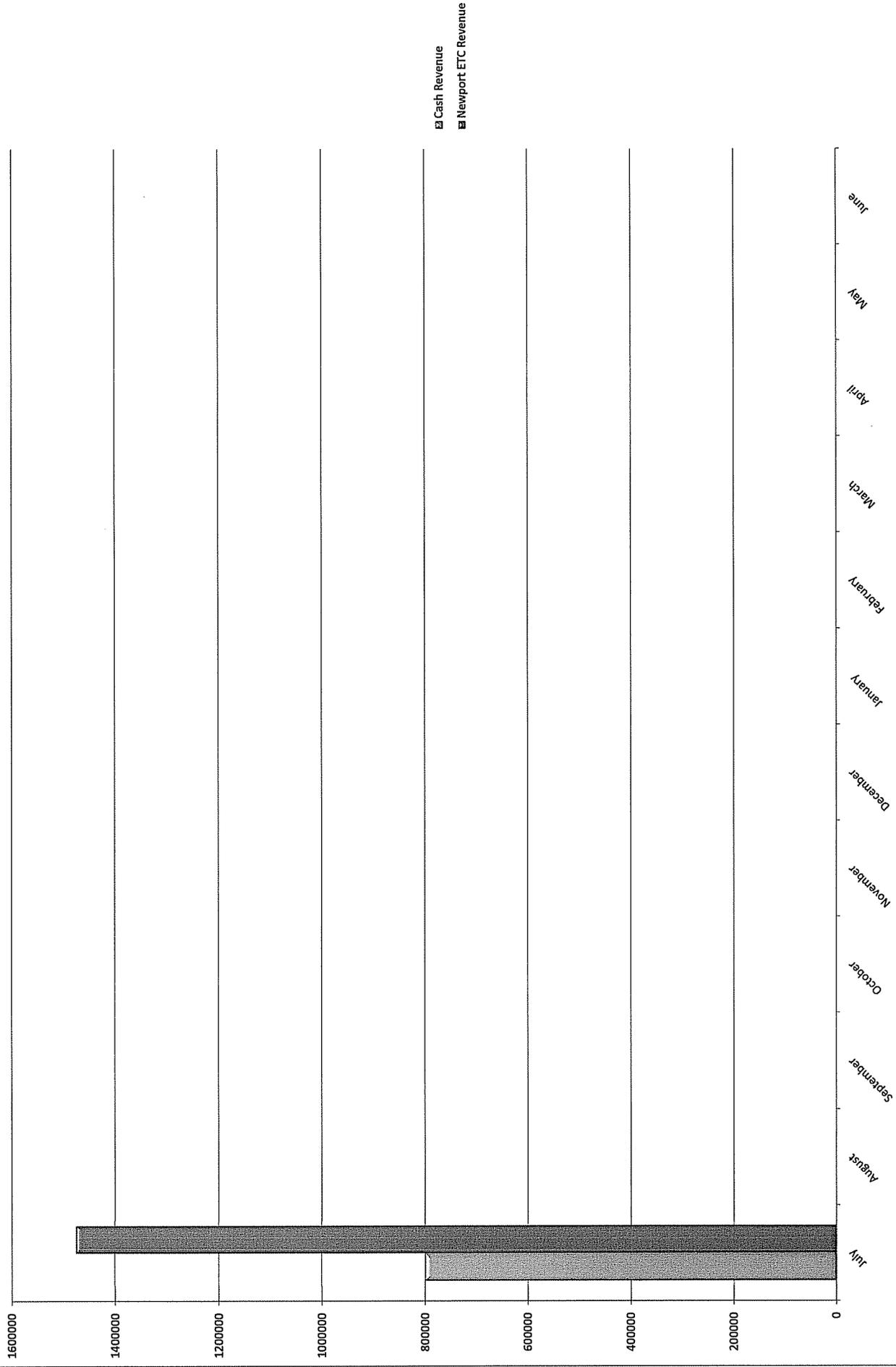
Percentage breakdown to TOTAL revenue

Month	Cash Revenue	RI ETC Revenue	OOS ETC Revenue	TOTAL Revenue	Percentage breakdown to TOTAL revenue		
					% Cash	% RI ETC	% OOS ETC
July	\$808,560	\$755,622	\$519,259	\$2,083,441	38.81%	36.27%	24.92%
August							
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
Total Revenue	\$808,560	\$755,622	\$519,259	\$2,083,441	38.81%	36.27%	24.92%
COMMERCIAL	\$20,175	\$65,507		\$85,682	23.55%	76.45%	

Rhode Island Turnpike & Bridge Authority
Revenue Summary
July 2015 thru June 2016

FY2016 Cash Revenue	TOTAL						Other Axles n/a	UPTs Paid	Overweights Paid w/ tickets & charges	MEMO ONLY		Total with Overweights & UPTs
	2 axle	3 axle	4 axle	5 axle	Rec'vbl	UPT's Rec'vbl						
July	\$ 780,820	\$ 10,495	\$ 4,736	\$ 4,870	\$ 74.00			\$ 1,990.00	\$ 3,995.00	\$ 1,580.00	\$ 808,560	
August												
September												
October												
November												
December												
January												
February												
March												
April												
May												
June												
Cash Sub-total	\$ 780,819.60	\$ 10,495.00	\$ 4,736.00	\$ 4,870.00	\$ 74.00			\$ 1,990.00	\$ 3,995.00	\$ 1,580.00	\$ 808,560	
FY2016 ETC Revenue- NEWPORT												
		NPB	NPB	NPB	NPB	NPB	NPB					
	2 axle (other)	3 axle	4 axle	5 axle	Other Axles	Violations						
July	\$ 1,405,117	\$ 29,310	\$ 13,123	\$ 23,074	\$ 250	\$ 94,469					\$ 1,565,343	
August												
September												
October												
November												
December												
January												
February												
March												
April												
May												
June												
Newport Sub-total	\$ 1,405,117	\$ 29,310	\$ 13,123	\$ 23,074	\$ 250	\$ 94,469		\$ -	\$ -	\$ -	\$ 1,565,343	
FY2016 Revenue												
July	\$ 2,185,936	\$ 39,805	\$ 17,859	\$ 27,944	\$ 250	\$ 94,543		\$ 1,990	\$ 1,580	\$ 1,580	\$ 2,373,902	
August												
September												
October												
November												
December												
January												
February												
March												
April												
May												
June												
Grand Total	\$ 2,277,024	\$ 39,805	\$ 17,859	\$ 27,944	\$ 250	\$ 94,543		\$ 1,990	\$ 1,580	\$ 1,580	\$ 2,373,902	

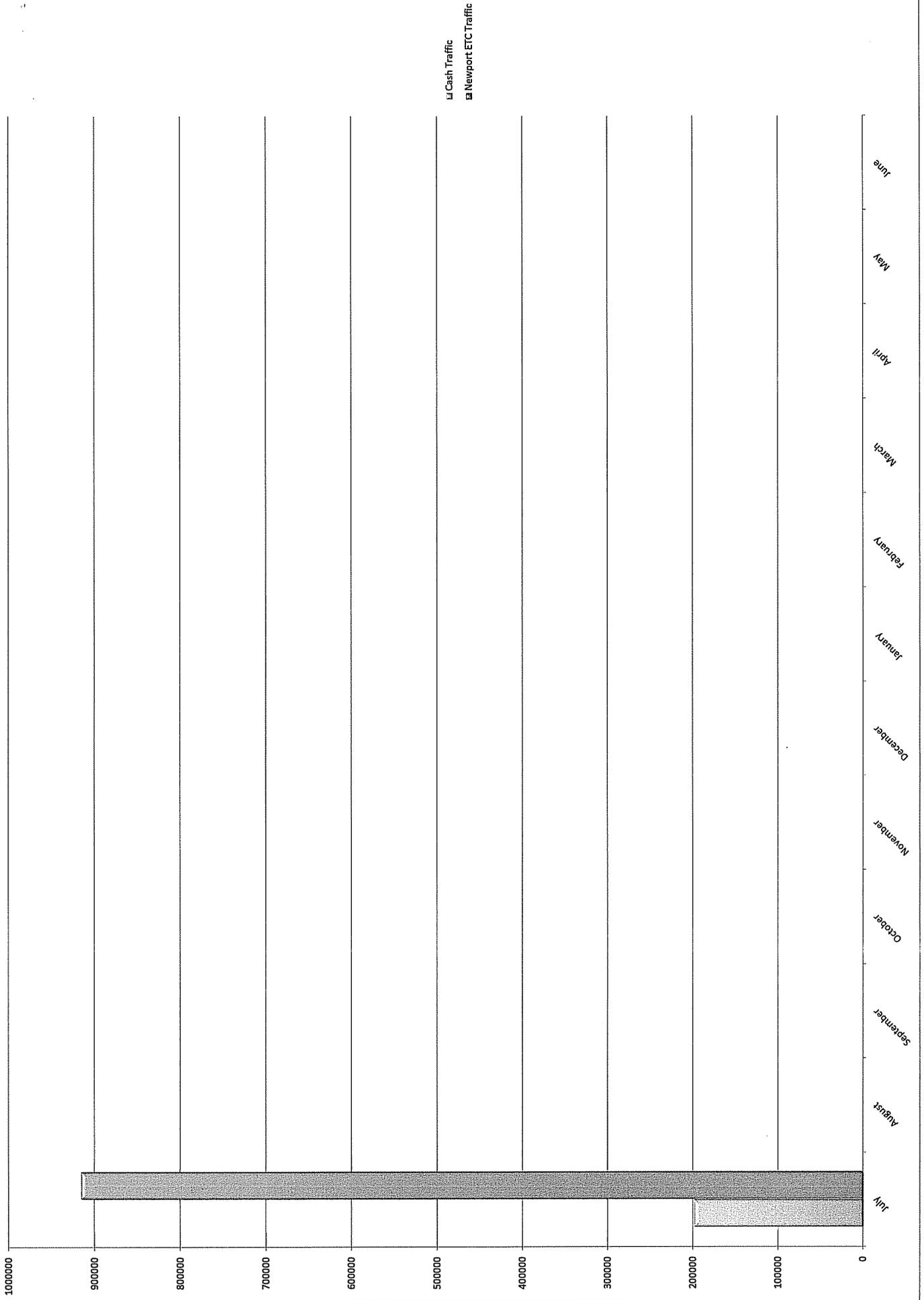
FY2016 Revenue



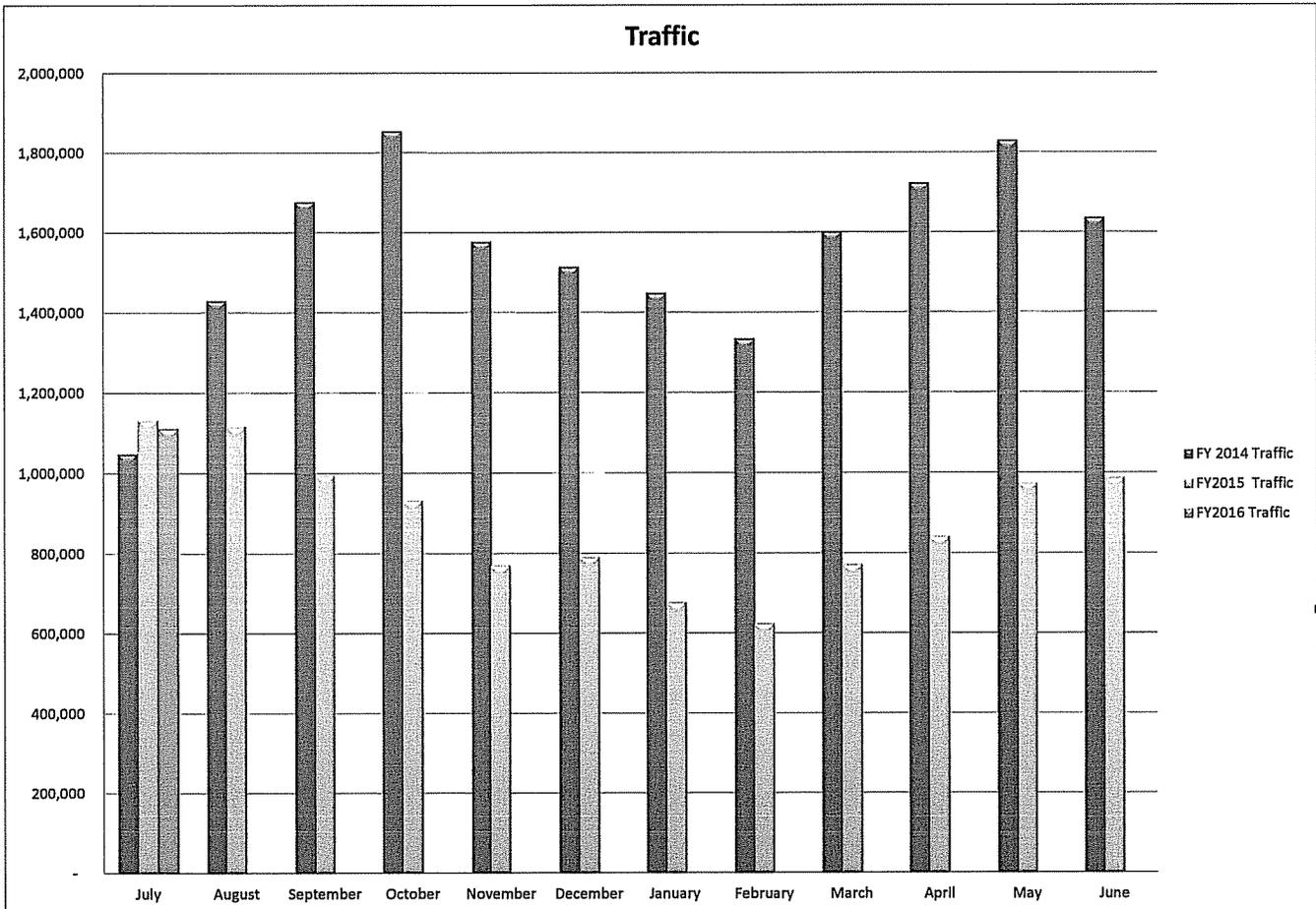
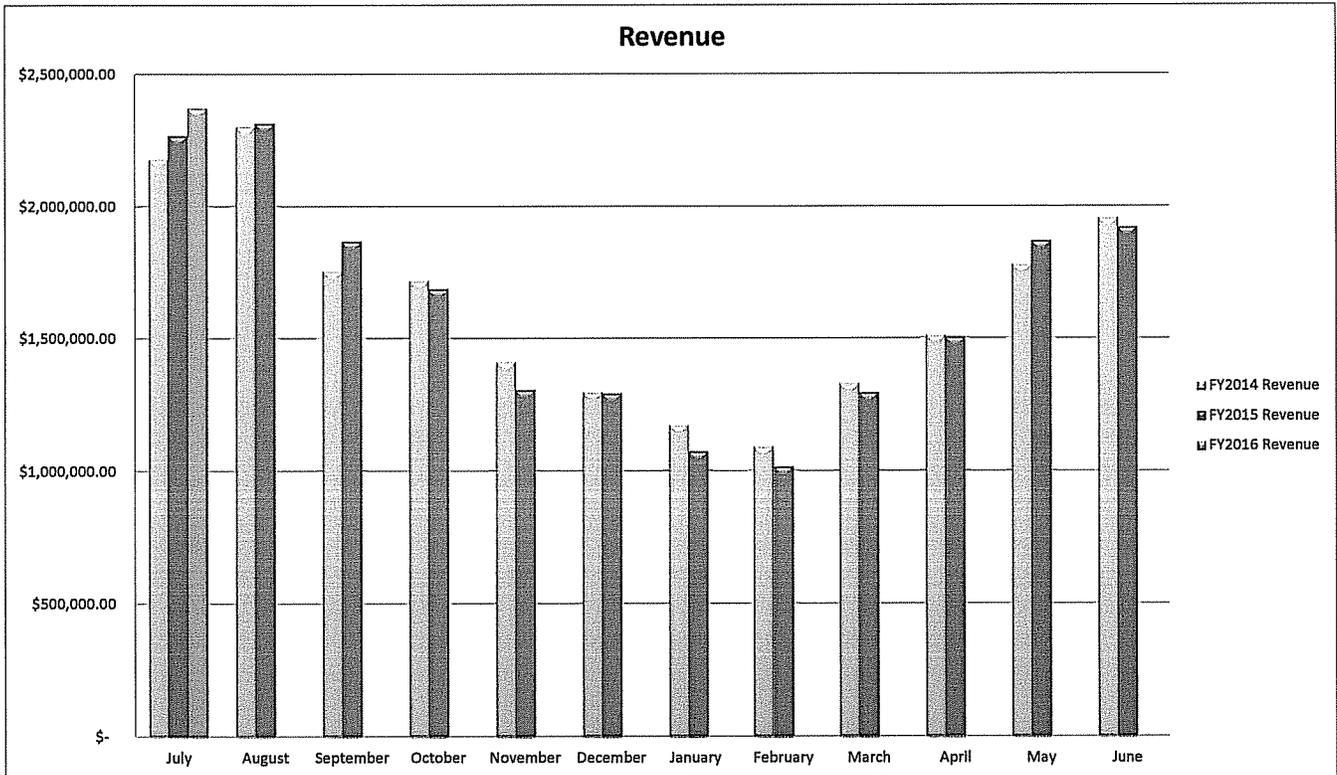
Rhode Island Turnpike & Bridge Authority
Traffic Summary- NEWPORT BRIDGE
July 2015 thru June 2016

	MEMO ONLY									
	(by plaza)		Unrecoverable		Overweights Paid w/ tickets & charges		Unpaid Tolls		Total with Overweights, UPT & Tickets	
	Violations	Unrecoverable	Overweights	Unpaid Tolls	Total with Overweights, UPT & Tickets	Violations	Unrecoverable	Overweights	Unpaid Tolls	Total with Overweights, UPT & Tickets
FY2016 Cash Traffic										
July	195,205	1,749	592	487	-	n/a	n/a	202	158	198,393
August						n/a	n/a			
September						n/a	n/a			
October						n/a	n/a			
November						n/a	n/a			
December						n/a	n/a			
January						n/a	n/a			
February						n/a	n/a			
March						n/a	n/a			
April						n/a	n/a			
May						n/a	n/a			
June						n/a	n/a			
Cash Sub-total	195,205	1,749	592	487	-	-	-	202	158	198,393
FY2016 ETC Traffic										
July	904,881	5,420	2,204	2,956	26	10,311	1,527	-	-	915,487
August										
September										
October										
November										
December										
January										
February										
March										
April										
May										
June										
ETC Sub-total	904,881	5,420	2,204	2,956	26	10,311	1,527	-	-	915,487
FY2016 Traffic										
July	1,100,086	7,169	2,796	3,443	26	10,311	1,527	202	158	1,113,880
August										
September										
October										
November										
December										
January										
February										
March										
April										
May										
June										
Grand Totals	1,100,086	7,169	2,796	3,443	26	10,311	1,527	202	158	1,113,880

FY2016 Traffic



RHODE ISLAND TURNPIKE AND BRIDGE AUTHORITY REVENUE AND TRAFFIC COMPARISON FY2014 TO FY2016



Rhode Island Turnpike and Bridge Authority
MONTHLY TRAFFIC and REVENUE - NEWPORT BRIDGE
FY2016

TRAFFIC- NEWPORT			TRAFFIC- NPB								
	RITBA	Away at RITBA	Total	2 Axle	3 Axle	4 Axle	5 Axle	Unrecoverable	Total	Variance	2 Axle ADJ
July	729,934	186,328	916,262	904,907	5,420	2,204	2,956	1,527	917,014	752	904,155
August									-		
September									-		
October									-		
November									-		
December									-		
January									-		
February									-		
March									-		
April									-		
May									-		
June									-		
Year to Date	729,934	186,328	916,262	904,907	5,420	2,204	2,956	1,527	917,014	752	904,155
GRAND TOTAL	RITBA	Away at RITBA	Total	2 Axle	3 Axle	4 Axle	5 Axle	Unrecoverable	Total	Variance	2 Axle ADJ
July	729,934	186,328	916,262	904,907	5,420	2,204	2,956	1,527	917,014	752	904,155
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											
June											
GRAND TOTAL	729,934	186,328	916,262	904,907	5,420	2,204	2,956	1,527	917,014	752	904,155

Rhode Island Turnpike and Bridge Authority
MONTHLY TRAFFIC and REVENUE - NEWPORT BRIDGE
FY2016

REVENUE- NEWPORT			REVENUE- NPB								
	RITBA	Away at RITBA	Total	2 Axle	3 Axle	4 Axle	5 Axle	Misc.	Total	Variance	2 Axle ADJ
July	718,198.00	757,905.12	1,476,103.12	1,405,479.34	29,310.12	13,122.91	23,073.92		1,470,986.29	(5,116.83)	1,410,596.17
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											
June											
Year to Date	\$ 718,198.00	\$ 757,905.12	\$ 1,476,103.12	\$ 1,405,479.34	\$ 29,310.12	\$ 13,122.91	\$ 23,073.92	\$ -	\$ 1,470,986.29	\$ (5,116.83)	\$ 1,410,596.17
GRAND TOTAL	RITBA	Away at RITBA	Total	2 Axle	3 Axle	4 Axle	5 Axle	Misc.	Total	Variance	2 Axle ADJ
July	718,198.00	757,905.12	1,476,103.12	1,405,479.34	29,310.12	13,122.91	23,073.92		1,470,986.29	(5,116.83)	1,410,596.17
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											
June											
GRAND TOTAL	\$ 718,198.00	\$ 757,905.12	\$ 1,476,103.12	\$ 1,405,479.34	\$ 29,310.12	\$ 13,122.91	\$ 23,073.92	\$ -	\$ 1,470,986.29	\$ (5,116.83)	\$ 1,410,596.17

RHODE ISLAND TURNPIKE AND BRIDGE AUTHORITY
REVENUE BY SOURCE

FY2016 - ETC Revenue

