



Wisconsin Department of Transportation

Policy and Safety First Research Programs

**Request for Proposals
FFY 2025**

***Driver to Non-Driver Transitions:
Related Health, Mobility, and Safety Outcomes***

Request for Proposals Timeline and Information

March 17, 2025	Issue Date of this Request for Proposal (RFP). This RFP has been posted at: http://wisdotresearch.wi.gov/rfps-and-proposals .
	Please read the Proposal Preparation Instructions as this document has been updated recently and contains important information, including tables and templates, necessary for writing a proposal for submission.
April 8, 2025 4:30 PM (CST)	Questions regarding this RFP are due by this date and time. Questions need to be submitted with the project name to research@dot.wi.gov . Questions submitted after this date and time will not be considered.
April 17, 2025 4:30 PM (CST)	Responses to Questions will be posted on the WisDOT Research and Library website at: http://wisdotresearch.wi.gov/rfps-and-proposals
May 4, 2025 4:30 PM (CST)	Proposals are due by this date and time. Proposals must be submitted in a PDF version to: research@dot.wi.gov . Proposals submitted after this date and time will not be considered. A confirmation email will be sent in response within 2 business days of the due date.
June, 2025	Award and Deny letters will be sent by email to all proposal submitters (only lead investigator will be notified)
Project Budget and Schedule	
\$125,000	Project Budget shall not exceed this amount. Matching funds will not be considered in the proposal evaluation process. Proposals which exceed this amount will be disqualified.
12 Months	Period of Performance / Duration of Project
August 1, 2025	Anticipated Start Date of Project
April 30, 2026	Researcher's Final Report Anticipated due date
July 31, 2026	Anticipated End Date of Project
	For more information regarding this RFP contact the WisDOT Research Program at: research@dot.wi.gov .

NOTICE: Submission of a proposal does not guarantee an award. The Wisconsin Department of Transportation (WisDOT) reserves the right to reject any and all proposals received; however, in the event WisDOT does award a project, such award will be based on uniform evaluation criteria.

**Wisconsin Department of Transportation
Policy and Safety First Research Programs
Request for Proposals**

***Driver to Non-Driver Transitions:
Related Health, Mobility, and Safety Outcomes***

Definitions

The following definitions are used throughout the RFP:

- WisDOT - Wisconsin Department of Transportation
- POC – Project Oversight Committee
- RFP – Request for Proposal
- PI – Principal Investigator/lead researcher
- Proposer - A company or individual submitting a proposal in response to this RFP
- Researcher - The party (from the field of proposers) who is awarded the contract
- Non-driver – Individuals who may be aging adults, children, students, low-income individuals, those with physical, mental or intellectual/developmental disabilities, and those who prefer not to drive

I. Background and Problem Statement

This project involves analyzing the impacts of becoming a non-driver in Wisconsin and nationally and effects on health, mobility, and safety outcomes. The project will analyze health, quality of life and mobility outcomes for individuals who no longer drive.

The department is seeking research proposals that would analyze the safety, mobility, and quality of life outcomes for those who have suddenly or gradually become non-drivers. Analysis should focus on adult (18+) non-drivers of all ages and demographics, with particular emphasis on adults aging in place and urban versus rural areas.

Once the analyses are conducted and complete, the research will report findings and provide recommendations that could lead to improved outcomes—namely increases in mobility and safety benefits for the entire state. Recommendations will help WisDOT understand how to best offset impacts to mobility for individuals transitioning to non-driver status.

II. Research Objectives

1. The department is seeking research proposals that would analyze the safety, mobility, and health outcomes of the non-driver population.

2. After a literature review is conducted, the researcher is expected to analyze national and regional policies, initiatives, and programs to support non-drivers, including urban versus rural implications.
3. Once the analyses are conducted, the researcher will report findings and offer recommendations that could lead to beneficial health and quality of life outcomes and mobility impacts, including any correlation to increased transportation safety and decreases in personal injury pertaining to the transportation network.

III. Research Approach - Scope of Work/Work Plan

Task 1 – Review Literature

In this task, the researcher will review and analyze studies, crash rates, and other relevant data at the regional, state and national level pertaining to impacts on non-driver status specific to mobility, health, safety and quality of life outcomes.

Under this task, the researcher will review relevant and similar data collection efforts conducted by other state DOTs and other transportation-related agencies for data to use during the review under Task 3.

The deliverable for this task will be a Literature Review summary document which may be included in a presentation to the POC.

Task 2 – Collect Data – issues that develop as a result of becoming a non-driver

In this task, the researcher will perform data collection pertaining to the impacts to health, safety (e.g. crash rates), mobility and quality of life outcomes when drivers transition to non-driver status.

The deliverable for this task will be a summary document, which outlines key findings, which may be included in a presentation to the POC.

Task 3 – Conduct Analysis of Outcomes

The data collected in Tasks 1 and 2 will be analyzed and compared with other states to identify factors leading to non-driver status. The researcher will analyze non-driver initiatives, or programs for WisDOT consideration along with an analysis of anticipated outcomes and their associated effects. Emphasis on the aging in place population and urban versus rural areas within the analysis is expected.

The deliverable for this task will be a comparison summary of Wisconsin data to that of other states, which may be included in a presentation to the POC.

Task 4 – Report Findings and Wisconsin Policy Recommendations

The researcher will report findings and offer recommendations that could lead to the most beneficial outcomes (increased safety, least severe health and mobility effects for older drivers, and improved quality of life) specifically pertaining to Wisconsin's demographics and transportation network. Recommendations will help WisDOT understand potential effects of safety outcomes and how to best offset impacts to mobility for individuals transitioning from being drivers to non-drivers.

The deliverable for this task will be a summary of findings and policy recommendations, which may be included in a presentation to the POC.

Task 5 - Researcher Final Report

The research team will prepare and submit a Researcher Final Report three months before the project end date, including background, best practices, recommendations, and interpretation developed during the project.

The deliverable for this task will be the Researcher Final Report submitted to the POC.

Task 6 - Close-Out Presentation

The research team will create and present a one-hour PowerPoint presentation that includes background, best practices, recommendations, and interpretations developed during the project.

Task 7 - Approved Final Report

The researcher will address all questions and comments from the Researcher Final Report and COP and submit a publication-ready Approved Final Report due one month before the project's end date.

Please see the [Proposal Preparation Instructions](#) for more details regarding the Final Reports and Close-Out Presentation.

IV. Required Testing/Equipment/Materials (if required)

N/A

V. Required Travel

1. Travel for Tasks and/or Field Work

- a. Travel by the researcher is not required for this project.

2. Meetings

- a. A kick-off meeting, periodic progress meetings, and a close-out presentation are required.
- b. Meetings are anticipated to be virtual.
- c. At the start of the project the POC Chair, lead PI and R&L will determine points in the project where discussions and decisions are needed. One-hour long meetings will be set for the full POC, the researchers, and R&L staff at those times.
- d. If there are gaps of more than eight weeks between meetings, check-in meetings of 20-30 minutes will be scheduled for the POC Chair, lead PI and R&L staff.
- e. WisDOT welcomes a virtual Close-Out presentation; however, the researcher may present the results in person, paid by contract funds, if included in the project budget.

3. Conferences

- a. Conference attendance by the researcher is not required for this project.

Notice: **WisDOT will NOT fund travel expenses apart from what is included in the research project proposal budget.**

VI. WisDOT Contribution

WisDOT will provide the following support through the Project Oversight Committee (POC) to support the successful completion of the project.

1. Work will be conducted with project oversight by WisDOT staff.
2. The research team may assume that WisDOT staff/POC members can contribute a maximum of 40 hours over the project's duration.
3. The research team will not assume the availability of WisDOT staff or equipment in the proposal. If WisDOT or another entity donates equipment or staff time, a commitment letter must be included in the proposal.
4. The POC will coordinate access to WisDOT databases, if needed, as requested and approved.
5. Please see the [Proposal Preparation Instructions](#) for more details.

VII. Traffic Control (if needed)

N/A

VIII. Research Results and Implementation Plan

WisDOT seeks to fund research with high implementation potential. Implementation potential will be tracked throughout the lifecycle of this research project and may include changes to expected implementation. The research plan must include specific statements describing anticipated research results and an assessment of implementation potential.

1. Research Results

- a. Proposals should detail the research results in terms of a specific deliverable, (i.e. a design/analysis tool, test methods, or change in performance thresholds and specifications) and their impact on current WisDOT practice (including cost savings, cost-benefit analysis, etc.).

2. Implementation Plan

- a. This section must also include an implementation plan to address the planned implementation type(s) indicated in the RFP. While the plan may change as the research progresses, at a minimum the proposal should indicate:
 - i. The product expected from the research.
 - ii. The stakeholder or intended audience that will most likely be impacted by the research results.
 - iii. Potential impediments to implementation.
 - iv. Activities necessary for successful implementation.
 - v. Implementation deliverables
 - vi. Measures of success
 - vii. Data collection requirements

Please see the [Proposal Preparation Instructions](#) for specific directions related to completing this table.

Implementation Plan

Successful implementation of this research will be achieved through the development, at a minimum, of the following items:

Implementation Type	Description (Manuals, Data Sources, etc.)
<input type="checkbox"/> Develop a Model:	
<input type="checkbox"/> New Design Method or Guidance:	
<input type="checkbox"/> New Product Implementation:	
<input type="checkbox"/> Recommend Future Studies:	
<input type="checkbox"/> Revise a Specification:	
<input checked="" type="checkbox"/> Inform Policy:	The researcher will provide a summary of findings and recommendations
<input type="checkbox"/> Other:	

IX. Deliverables

1. Quarterly Progress Reports (QPRs)

2. Invoices

3. Interim Reports

- a. Task 1 Literature Review. The deliverable will be a Literature Review summary

document which may be included in a presentation to the Project.

- b. Task 2. The deliverable will be a summary document, which outlines key findings, which may be included in a presentation to the POC.

4. Implementation Deliverables

- a. Task 3. The deliverable will be a comparison summary of Wisconsin data to that of other states.
- b. Task 4. The deliverable will be a summary of findings and policy recommendations.

5. Researcher's Final Report

- a. Must be submitted three months before the contract end date to allow time to review and revise before the Close-Out Presentation.

6. Close Out Presentation (COP) for project

- a. The Principal Investigator presents to the POC a summary of the research project's results and recommendations two months before the contract end date.

7. Approved Final Report

- a. The Approved Final Report, addressing comments made on the Researcher's Final Report and during the COP, is due one month before the contract end date.

8. Research Data

- a. All research data will be identified and made available per the Data Management Plan.

X. Data Management Plan

The research team will include a Data Management Plan (DMP) documenting all field/laboratory data and analyses to ensure accessibility and transparency of research data as required by the USDOT per the Public Access Plan (<https://ntl.bts.gov/ntl/public-access/creating-data-management-plans-extramural-research>). See [Proposal Preparation Instructions](#) for details.

XI. Proprietary Information in Proposal

1. Any restrictions on the use of data contained within a proposal must be clearly stated in the proposal itself. Proprietary information submitted in response to a request will be handled under applicable Wisconsin procurement regulations and the Wisconsin public records law. Proprietary restrictions usually are not accepted. However, when accepted, it is the proposer's responsibility to defend the determination in case of an appeal or litigation.
2. Any material submitted in response to this request that the proposer considers confidential and proprietary information and which qualifies as a trade secret, as provided in s. 19.36(5), Wis. Stats., or material which can be kept confidential under the Wisconsin public records law, must be identified on a **Designation of Confidential and Proprietary Information form (DOA-3027)** (see attachment) Proposers may request the form if it is not part of the Request for Proposal package. Proposal prices cannot be held confidential.

XII. Public Records

1. WisDOT intends to maintain an open and public process in the solicitation, submission, review, and approval of procurement activities. Notwithstanding the foregoing, records may not be available for public inspection before issuance of the award of the proposal.
2. The proposer shall retain all records produced or collected under an awarded contract for five (5) years following final payment under the contract and allow access to such records in accordance with requirements established under 49 Code of Federal Regulations 18.42, subch. II of Chapter 19, Wis. Stats. and Chapter 16, Wis. Stats.

XIII. Evaluation Criteria (See [Proposal Preparation Instructions](#))

Attachment: **Designation of Confidential and Proprietary Information form (DOA-3027)**



DESIGNATION OF CONFIDENTIAL AND PROPRIETARY INFORMATION

The attached material submitted in response to Bid/Proposal # _____ includes proprietary and confidential information which qualifies as a trade secret, as provided in s. 19.36(5), Wis. Stats., or is otherwise material that can be kept confidential under the Wisconsin Open Records Law. As such, we ask that certain pages, as indicated below, of this bid/proposal response be treated as confidential material and not be released without our written approval.

Prices always become public information when bids/proposals are opened, and therefore cannot be kept confidential.

Other information cannot be kept confidential unless it is a trade secret. Trade secret is defined in s. 134.90(1)(c), Wis. Stats. as follows: "Trade secret" means information, including a formula, pattern, compilation, program, device, method, technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use.
2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

We request that the following pages not be released.

Section

Page

Topic

Section	Page #	Topic

In the event the designation of confidentiality of this information is challenged, the undersigned hereby agrees to provide legal counsel or other necessary assistance to defend the designation of confidentiality and agrees to hold the state harmless for any costs or damages arising out of the state's agreeing to withhold the materials.

Failure to include this form in the bid/proposal response may mean that all information provided as part of the bid/proposal response will be open to examination and copying. The state considers other markings of confidential in the bid/proposal document to be insufficient. The undersigned agrees to hold the state harmless for any damages arising out of the release of any materials unless they are specifically identified above.

Company Name	
Authorized Representative	
	Signature
Authorized Representative	
	Type or Print
Date	