



COORDINATING RESEARCH COUNCIL, INC.

5755 NORTH POINT PARKWAY, SUITE 265

ALPHARETTA, GA 30022

TEL: 678/795-0506 FAX: 678/795-0509

www.crcao.org

June 8, 2016

In reply, refer to: CRC Project No. CM-138-16-1

Dear Prospective Bidder:

The Coordinating Research Council, Inc. (CRC) invites you to submit a written proposal on a "Literature Review and OEM/Test House Interviews on Alternatives for Determining Demerits of Vehicle Performance," as described in the attached Statement of Work, Exhibit A.

Please indicate via email by **June 22, 2016** whether or not you or your organization intends to submit a written proposal for the project. CRC will answer technical questions regarding the Request for Proposal if they are submitted in writing. CRC will then return written answers to all of the bidders, along with a copy of the original questions.

The CRC technical group composed of equipment, petroleum, and government representatives will evaluate your proposal. CRC reserves the right to accept or reject any or all proposals.

The reporting requirement will be text, data and charts to CRC in accordance with Exhibit A - Statement of Work. A Final Report documenting the results of the study will be published by CRC. The reporting requirement is described in more detail in the attachment entitled, "Reports" (Exhibit B).

The "Intellectual Property Rights Clause" (Exhibit C) and "Liability Clause" (Exhibit D) will be a part of the agreement, which may be executed as a result of this Request for Proposal solicitation.

The proposal must be submitted as two separate documents. The technical approach to the problem will be described in Part One and a cost breakdown that is priced by task will be described in Part Two. The cost proposal document should include all costs associated with conducting the proposed program.

CRC expects to negotiate either a cost reimbursable or a fixed price contract. Important selection factors to be taken into account are listed in Exhibit E. CRC evaluation procedures require the technical group to complete a thorough technical evaluation before considering costs. After developing a recommendation based on technical considerations, the costs are revealed and the recommendation is modified as needed.

Electronic copies of the separate technical and cost proposals should be submitted to:

Dr. Christopher J. Tennant
Coordinating Research Council, Inc.
5755 North Point Parkway, Ste. 265
Alpharetta, GA 30022

Phone: 678-795-0506, Ext. 105
Fax: 678-795-0509
E-mail: ctennant@crcao.org

The deadline for receipt of your proposal is **July 13, 2016**.

Sincerely,
Dr. Christopher J. Tennant
Deputy Director

EXHIBIT A

STATEMENT OF WORK

Title: Literature Review and OEM/Test House Interviews on Alternatives for Determining Demerits of Vehicle Performance

Objective: Develop a thorough literature review and understanding of current technology available for capabilities to determine vehicle driveability performance demerits using alternatives to human trained raters

Motivation: CRC has used trained raters for many years to assess the driveability vehicle performance for test programs. These test programs have often either tested the driveability of hot-start maneuvers or cold start and warm-up maneuvers associated with fuel test programs. There is no current established program to develop trained raters and most of these trained raters are past normal retirement age. The CRC Board of Directors has instructed the Performance Committee to seek out alternatives to human trained raters to measure vehicle performance in view of this situation. The technology status of these methods need to be understood and assessed to undertake an effective replacement for trained raters.

Program: The program will consist of three phases. The first phase will be a domestic and international literature search of the published and publically presented information on current vehicle performance testing techniques to determine and quantify vehicle malfunctions during performance driveability rating. Such literature will be summarized and then guide the second phase which is interviews of the OEM's and vehicle test houses for current and upcoming technology for vehicle performance driveability rating. Costs associated with implementing each technology would be useful for CRC's evaluation of the technology. The third phase is to report the literature study and results from the interviews to give CRC a state of the art assessment on vehicle driveability testing options.

EXHIBIT B

REPORTS

MONTHLY TECHNICAL PROGRESS REPORTS

The contractor shall submit a monthly technical progress report covering work accomplished during each calendar month of the contract performance. An electronic Microsoft® Word compatible file (<1 MB) of the monthly technical progress report shall be distributed by the contractor within ten (10) calendar days after the end of each reporting period. The report shall contain a description of overall progress, plus a separate description for each task or other logical segment of work on which effort was expended during the reporting period.

FINAL REPORT

The contractor shall submit to or distribute for CRC an electronic (Microsoft Word) copy transmittable via email) of a rough draft of a final report within thirty (30) days after completion of the technical effort specified in the contract. The report shall document, in detail, the test program and all of the work performed under the contract. The report shall include tables, graphs, diagrams, curves, sketches, photographs and drawings in sufficient detail to comprehensively explain the test program and results achieved under the contract. The report shall be complete in itself and contain no reference, directly or indirectly, to the monthly report(s).

Within thirty (30) days after receipt of the approved draft copy of the final report, the contractor shall make the requested changes and deliver to CRC thirty (30) hardcopies including a reproducible master copy of the final report. The final report shall also be submitted as electronic copies in a pdf and Microsoft Word file format. The final report may be prepared using the contractor's standard format, acknowledging author and sponsors. An outside CRC cover page will be provided by CRC. The electronic copy will be made available for posting on the CRC website.

EXHIBIT C

INTELLECTUAL PROPERTY RIGHTS

Title to all inventions, improvements, and data, hereinafter, collectively referred to as (“Inventions”), whether or not patentable, resulting from the performance of work under this Agreement shall be assigned to CRC. Contractor X shall promptly disclose to CRC any Invention which is made or conceived by Contractor X, its employees, agents, or representatives, either alone or jointly with others, during the term of this agreement, which result from the performance of work under this agreement, or are a result of confidential information provided to Contractor X by CRC or its Participants. Contractor X agrees to assign to CRC the entire right, title, and interest in and to any and all such Inventions, and to execute and cause its employees or representatives to execute such documents as may be required to file applications and to obtain patents covering such Inventions in CRC’s name or in the name of CRC’s Participants or nominees. At CRC’s expense, Contractor X shall provide reasonable assistance to CRC or its designee in obtaining patents on such Inventions.

To the extent that a CRC member makes available any of its intellectual property (including but not limited to patents, patent applications, copyrighted material, trade secrets, or trademarks) to Contractor X, Contractor X shall have only a limited license to such intellectual property for the sole purpose of performing work pursuant to this Agreement and shall have no other right or license, express or implied, or by estoppel. To the extent a CRC member contributes materials, tangible items, or information for use in the project, Contractor X acknowledges that it obtains only the right to use the materials, items, or information supplied for the purposes of performing the work provided for in this Agreement, and obtains no rights to copy, distribute, disclose, make, use, sell or offer to sell such materials or items outside of the performance of this Agreement.

EXHIBIT D

LIABILITY

It is agreed and understood that _____ is acting as an independent contractor in the performance of any and all work hereunder and, as such, has control over the performance of such work. _____ agrees to indemnify and defend CRC from and against any and all liabilities, claims, and expenses incident thereto (including, for example, reasonable attorneys' fees) which CRC may hereafter incur, become responsible for or pay out as a result of death or bodily injury to any person or destruction or damage to any property, caused, in whole or in part, by _____'s performance of, or failure to perform, the work hereunder or any other act of omission in connection therewith.

EXHIBIT E

PROPOSAL EVALUATION CRITERIA

- 1) Merits of proposed technical approach.
- 2) Previous performance on related research studies.
- 3) Personnel available for proposed study – related experience.
- 4) Timeliness of study completion.
- 5) Cost.