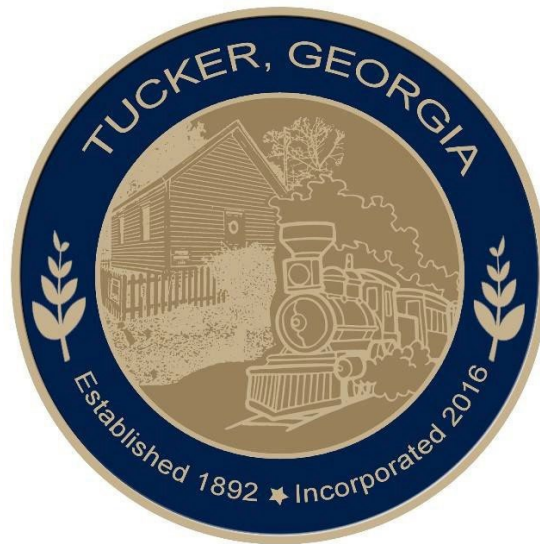


Request for Proposals
RFP #2023-032

PAVEMENT CONDITION
ANALYSIS
BID MANUAL



City of Tucker
1975 Lakeside Parkway, Suite 350
Tucker, Georgia 30084

City of Tucker Request for Proposal
RFP# 2023-032 PAVEMENT CONDITION ANALYSIS

INTRODUCTION

The City of Tucker, Georgia, is requesting proposals from qualified consultants to provide a pavement condition analysis for approximately 176 centerline miles of city streets.

BID ACTIVITY SCHEDULE	
Release of RFP	Tuesday, December 12, 2023
Pre-Proposal Conference	N/A
Deadline for Questions	Wednesday, December 27, 2023, at 4:00 PM EST
Responses to Questions Posted	Friday, December 29, 2023, by 5:00 PM EST
Deadline for Proposals	Tuesday, January 16, 2024, at 12:00pm PM EST
Interviews (if necessary)	N/A
Anticipated Award	February 2024 (Tentative)

SCOPE OF WORK: Refer to Exhibit A.

PRE-PROPOSAL CONFERENCE: N/A

QUESTIONS: Submit in writing to procurement@tuckerga.gov reference RFP #2023-032 no later than December 27, 2023, at 4pm.

ADDENDA: Responses to the questions received will be by addenda and will be posted on the City website https://www.tuckerga.gov/government/rfp_rfq/index.php. The signed acknowledgement issued with the addendum must be submitted with the proposal. It is the offeror's responsibility to verify if any addenda were created.

SUBMITTAL REQUIREMENTS: Submit an electronic copy of the full proposal to procurement@tuckerga.gov no later than January 16, 2024, at 12:00pm. Be sure to name the proposal file with RFP #2023-032 and your company name.

BID TABULATION: A listing of submittals will be posted on the City's website: https://www.tuckerga.gov/government/rfp_rfq/index.php

City of Tucker
RFP 2023-032 PAVEMENT CONDITION ANALYSIS

Your response must be received by the date and time specified. Published addenda will show any schedule updates. Late receipt of RFPs will not be considered regardless of postmark/carrier or email issues. Proposals received after the opening time will be filed unopened. The City of Tucker reserves the right to reject any and all proposals or any part thereof, to waive any formalities or informalities, to make an award, and to re-advertise in the best interest of the City. No proposals will be received orally or by phone.

The city reserves the right to negotiate pricing with the top scoring bidder.

The city, in its discretion, may award a contract to the most responsible and responsive proposer submitting the proposal which is deemed to be the most advantageous to the city, price and other factors being considered.

BID DOCUMENT SUBMITTAL REQUIREMENTS:

1. Proposal, including Project Plan and Approach, Experience in Performance of Comparable Projects, and Project Cost.
2. W-9 Form (provided)
3. Certificate of Insurance
4. Contact Information Form (provided)
5. Acknowledgement of Addendum issued with each Addendum.
6. E-Verify Affidavit form (provided)

EXHIBIT A

City of Tucker Request for Proposal RFP #2023-032 Pavement Condition Analysis

Purpose

The City of Tucker, Georgia, is requesting proposals from a qualified consultants to provide a pavement condition analysis. The City is requesting proposals to provide the necessary services, including, but not limited to all labor, software costs, testing, training, materials, etc. to create a city pavement condition analysis. The project shall include the creation of Geographic Information System (GIS) Data for each road segment entity and shall include, at a minimum, length, width, number of lanes, thickness of asphalt overlay in concrete gutter, roadway type, condition, rating/score, inspection date, and name of inspector.

Background

The City of Tucker maintains approximately 176 centerline miles of streets. The City spends approximately \$5 Million per year on pavement maintenance/rehabilitation, predominantly on resurfacing.

City of Tucker
RFP 2023- 032 Pavement Condition Analysis

Scope of Services

The selected consultant shall be responsible for performing all necessary site visits, conducting field measurements, writing the reports, coordinating with the city's Engineering and GIS Departments, and providing outreach information. Specific requirements of the project are as follows:

A. Infrastructure Inventory / Mapping components of the City's Roadway System: Field collected data must be collected to map grade accuracy utilizing the Georgia West State Plane (West Zone – NAD83) coordinates or other as defined by the City IT Department for the public roadway sections. Roadway section lengths and beginning and end points will need to be identified in a comprehensive and understandable manner approved by the City. Typically, roadway segments begin and terminate at intersections, dead ends, or other logical breaking points. Roadway segment attributes will need to be defined by the contractor. At a minimum they shall include: length, width, number of lanes, roadway type, condition, rating/score, date of last inspection, and name of inspector. These roadway attributes may be collected during the PCI based Pavement Condition Survey or may be determined through other inspections of computer-based determinations.

B. PCI based Pavement Condition Survey (Conditions Assessment): The City will provide GIS data showing the centerline location of public roadways. The contractor will create new GIS layers or other layer management techniques for the roadway rating segments. An assessment must be completed (with roadways ranked) which provides a Pavement Condition Index (PCI) or Pavement Quality Index (PQI) score for every segment in the City's street network. Data shall be analyzed using a 0-100 pavement conditions assessment scoring scale. All assessments must be performed on dry pavement. Scores will be provided for individual streets as well as composite scores for "super segments".

C. Pavement distresses collected shall include but are not limited to: Alligator cracking, Longitudinal cracking, Transverse cracking, Edge cracking, Patching (including utility cuts), Potholes, Roughness, and Rutting.

D. Roadways of more than 2 lanes shall include at least one inspection pass in each direction of travel unless contractor is able to demonstrate to the City the ability to capture the full breadth of information required including clear visibility of all lane conditions without the additional inspection passes.

E. Roadways with divided medians shall include at least one inspection pass in each direction of travel.

F. Contractor shall perform a QA/QC process for the initial inventory / asset mapping and a QA/QC process for the initial conditions assessment.

G. The inventory data collected will be delivered and organized into a GIS format consistent with the requirements of our IT Department.

H. The inspection software must be consistent with requirements of the City of Tucker IT Department and our current system.

I. The inspection software must allow rescoring after maintenance and repairs have been completed.

J. Contractor will meet periodically with the City during the process and will work with the City to update GIS maps.

K. City will provide selected consultant copies of the current ArcGIS roadway files, aerial photo, and parcel data. The City currently has 176 centerline roadway miles. The City will work with the selected contractor to identify the specific attributes required for the roadway sections and determine the rating template and scoring methodology. It is anticipated that streets will be

City of Tucker
RFP 2023- 032 Pavement Condition Analysis

clustered into groups or “super segments” to maximize resurfacing efficiency and productivity. PCI and/or PQI scores should be provided for each individual street and for each “super segment”.
L. The contractor will provide a detailed budget analysis for pavement rehabilitation with at least four (4) budget scenarios.

M. Proposals may include options for asset management in a separate section, however this RFP will be evaluated for strictly pavement management.

Evaluation of Proposals

The City will review all proposals submitted to pre-qualify proposals based on the aforementioned submittal requirements. Proposals deemed to be complete will be pre-qualified as responsive and will be evaluated/scored by an established evaluation committee.

SCORING

The following are the evaluation criteria the city will consider in determining which proposal is most advantageous to the city:

1. Project Plan and Approach – 30%

The quality of the contractor’s plan, understanding of the requested inventory and program, quality control measures, and the consultant’s approach for roadway analysis shall be evaluated for effectiveness and thoroughness. The consultant’s proposed schedule for completion of the inventory and subsequent planned schedule for completion of the pavement condition analysis will also be evaluated.

2. Experience in Performance of Comparable Projects – 30%

Successful proposers will have experience completing similar projects which should be demonstrated by providing examples and describing at least three projects that best match the scope and desired outcomes for this project. Each example should highlight any similarities to the proposed Tucker project. For each example, a reference and contact information should be provided. The city may request samples of the comparative works during the proposal review process.

3. Project Cost – 40%

Successful proposers will present a fee schedule that provides the best value to the City of Tucker for the scope of services.

The evaluation committee may also contact the references provided in response to this RFP; solicit information from any available source concerning any aspect of a proposal; and seek and review any other information deemed pertinent to the evaluation process. Finalists may be invited for interviews. The evaluation committee shall make a recommendation in the best interests of the City of Tucker.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Contact Information Form

Please fill out this form with the appropriate contact information for your company.

Full Legal Name of Company: _____

Date: _____

Contractor Information:

Primary Contact Person: _____

Title: _____ Telephone Number: _____

E-mail Address: _____

Secondary Contact Person: _____

Title: _____ Telephone Number: _____

E-mail Address: _____

Preferred Contact for Administration: (i.e. Document Processing) (Choose one)

Primary Contact

Secondary Contact

Address: _____

City / State / Zip: _____

Mailing Address (If different than above): _____

City / State / Zip: _____

Federal Employee ID Number (FEIN): _____



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, regardless of the number of employees.

Contractor Name:	
Solicitation/Bid number or Project Description:	

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services under a contract on behalf of the City of Tucker, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period as required by O.C.G.A. § 13-10-91(b) and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
(EEV/E-Verify Company Identification Number)

Date of Authorization

Name of Contractor

I hereby declare under penalty of perjury that the foregoing is true and correct

Printed Name (of Authorized Officer or Agent of Contractor)

Title (of Authorized Officer or Agent of Contractor)

Signature (of Authorized Officer or Agent)

Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

[NOTARY SEAL]

My Commission Expires: _____



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, regardless of the number of employees.

Contractor Name:	
Subcontractor's (Your) Name	
Solicitation/Bid number or Project Description:	

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services under a contract on behalf of the City of Tucker, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period as required by O.C.G.A. § 13-10-91(b) and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
(EEV/E-Verify Company Identification Number)

Date of Authorization

Name of Subcontractor

I hereby declare under penalty of perjury that the foregoing is true and correct

Printed Name (of Authorized Officer or Agent of Contractor)

Title (of Authorized Officer or Agent of Contractor)

Signature (of Authorized Officer or Agent)

Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

[NOTARY SEAL]

My Commission Expires: _____