

## **Pavement Evaluation Request for Proposal**

Following RCRPC Resolution in terms of MPO contribution toward the achievement of ODOT's safety targets, Richland County Regional Planning Commission (RCRPC) is seeking proposals from professionals to perform a pavement condition survey of local streets county wide, roughly 1350 center lane miles. The information will be collected and delivered so that RCRPC can help its members to digitally quantify and track pavement performance, forecast future needs, plan maintenance and repair for the safety of the non-state public road network system in RCRPC MPO region.

### **Project Scope**

The selected professional will be expected to provide the following services and information:

#### **Pavement Condition Survey**

- A pavement evaluation, using either the PASER rating system or the Pavement Condition Index system of Richland County's 1350 +/- center lane miles of road.
- The professional will identify all techniques used for pavement evaluation including a thorough description of the methods used.
- Provide data in a web or desktop based application, as well as applicable databases compatible with ESRI GIS.
- A GIS based roadway network will be provided by RCRPC

Additional Optional Data Collection. RCRPC may choose to add any or all of the following options based upon responses in the proposal

#### **Street Sign Collection**

- Collect street sign data from one to all of the 1350 +/- center lane miles of local road.
- This includes, but is not limited to sign location, sign type, and sign text.

#### **Lane Markings**

- Collect lane marking data from one to all of the 1350 +/- center lane miles of local road.
- Lane marking collection will include, but is not limited to segment distance in feet, location, color and type.

#### **Pavement Markings**

- Collect pavement marking data from one to all of the 1350 +/- center lane miles of local road.
- Pavement marking collection will include, but is not limited to marking color, location and type.

#### **Alternative Pavement Management Collection and Evaluation (OPTIONAL)**

- This item will be up to the consultant to submit a proposal, meeting the same requirements outlined in this document, with an alternative method of capturing and delivering the necessary data.

## **Project Completion**

All data must be collected and submitted to RCRPC by December 22, 2023.

## **Evaluation Criteria**

The selection committee shall evaluate proposals based upon:

- Pricing
- Methodology
- Previous Experience
- Deliverable product

## **Proposal Content**

Proposals should contain the following documentation:

1. Cover Letter: The cover letter should contain an introduction to the consultant, a summary of the key points of the proposal and the approach to accomplishing the pavement evaluation, as well as the optional data collection if applicable. The letter should also contain the contact person's name, address, telephone number, and email.
2. Bid Form: A form indicating the pricing per lane mile for the pavement evaluation as well as pricing for the optional data collection if applicable.
3. Company Summary and Previous Experience: Provide a summary of the company as it relates to pavement evaluation and include three (3) references from completed projects. This must include any sub-contractors that may be used.
4. Methodology: This section should provide an explanation of how the pavement evaluation will be completed; including practices, tools, and technology used to perform the pavement evaluation, as well as how the optional data will be collected.
5. Deliverables: A section describing how the data collected will be provided to Richland County Regional Planning Commission

## **Cost Liability**

All costs incurred in the submission of the proposals or in making necessary studies, designs, or benchmark of estimates for the preparation of the proposals are the sole responsibility of the consultant.

## **Schedule**

RFP Posted	June 5, 2023
Last day to submit questions	June 16, 2023 4:00 pm EST
Written responses to questions	June 19, 2023 4:00 pm EST
Due date for proposals	June <del>23</del> <sup>22</sup> , 2023 12:00 pm EST

## **Pricing Structure**

Proposals should include a pricing breakdown which includes the information in the table below at minimum.

Pavement Evaluation Assessment	Cost Per Mile
Street Sign Collection	Cost Per Mile
Lane Markings	Cost Per Mile
Pavement Markings	Cost Per Mile
Alternatives (OPTIONAL)	Cost Per Mile

## **Communication**

Please direct all communications regarding the RFP to:

Richland County Regional Planning Commission

Attn: Adam Hill-Warren

19 N. Main St.

Mansfield, OH 44902

[ahillwarren@rcrpc.org](mailto:ahillwarren@rcrpc.org)

Including carbon copy (cc) to Mr. Pong Wu, ([pwu@rcrpc.org](mailto:pwu@rcrpc.org)), Transportation Technical Director.

All communications regarding the RFP must be submitted in writing or email referencing the specific paragraph and page number. Deadline for submission is listing in the schedule. Writing responses will be prepared by RCRPC and posted on the MPO's website [www.rcrpc.org](http://www.rcrpc.org).

## **Submittal**

Richland County Regional Planning Commission will receive RFP submissions at 19 N. Main Street, Mansfield, Ohio, 44902 until 12:00 pm EST on June 23, 2023. To submit a proposal, hand deliver or mail one (1) electronic copy of the proposal, flash drive preferred, and three (3) printed copies in a sealed

package marked Pavement Evaluation RFP. Faxed or emailed copies will not be accepted. Late submissions will not be accepted.

## Proposal Terms & Conditions

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The scope of work contained in this document is predicated upon the following provisions, assumptions, and conditions that should be part of any proposal and budget submitted by a consultant.

### 1. Evaluation of Proposal Compliance with Specifications

RCRPC reserves the right to reject any proposal in which the offeror takes exception to the terms and conditions of the request for proposals; fails to meet the terms and conditions of the request for proposals, including but not limited to, the standards, specifications, and requirements specified in the request for proposals; or submits prices that the contracting authority considers to be excessive, compared to existing market conditions, or determines exceed the available funds of the contracting authority;

RCRPC reserves the right to reject any or all responses and to waive any informality in the process when to do so would be to the advantage of the Commission.

RCRPC may conduct discussions with offerors who submit proposals for the purpose of clarifications or corrections regarding a proposal to ensure full understanding of, and responsiveness to, the requirements specified in the request for proposals.

RCRPC, in its sole discretion, may choose not to award a contract at any time because of unforeseen circumstances or if it is determined to be in the best interest of the commission not to do so.

### 2. Proposer Qualifications

RCRPC may require all proposers to submit evidence of qualifications, and may consider any evidence of the financial, technical, and other qualifications and abilities. RCRPC will not award a contract to a proposer who, in its opinion, is not fully qualified on the basis of financial resources and responsibility, possession of adequate equipment, personnel, experience, and past record of performance to perform the obligation to be undertaken competently and without delay.

### 3. Confidentiality

All information, not in the public domain, disclosed to the consultant for project completion purposes or information that comes to the attention of the consultant during the course of performing such work is to be kept strictly confidential.

### 4. Award of Contract:

Each consultant acknowledges that RCRPC will use its discretion and judgment in making the final decision and further acknowledges that no claim by the consultant will arise in any way relating to the exercise of that judgment by RCRPC. RCRPC's Executive Director is the only individual who may legally commit RCRPC to the expenditure of public funds. No cost chargeable to the proposed contract may be incurred before receipt of either a fully executed contract or a specific, written authorization to proceed.

## 5. Ownership of Products

RCRPC will retain the copyright for all data, materials, information, processes, studies, reports, surveys, proposals, plans, codes, scientific information, technological information, regulations, maps, equipment, charts, schedules, photographs, exhibits, software, software source code, documentation, and other materials and property that are prepared, developed or created under or in connection with this project. Therefore the submitter should anticipate that all products of this work effort will become the property of RCRPC who will make them available to other government agencies and their contractors.

## A. CONTRACTING REQUIREMENTS

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The following are not part of the proposal requirements but will be requirements in the contract in addition to other contractual requirements.

### 1. Compensation

A not-to-exceed contract amount based on satisfactory work performed and services delivered will be entered into after negotiations between RCRPC and the selected firm.

Alternative compensation models may be considered.

### 2. Cancellation

RCRPC reserves the right to cancel any contract for failure or refusal of performance, fraud, deceit, misrepresentation, collusion, or any other misconduct on the part of the consultant.

### 3. Unresolved Finding for Recovery

The selected consultant affirmatively represents and warrants to RCRPC that it is not subject to a finding for recovery under ORC 9.24 or that it has taken appropriate remedial steps required under ORC 9.24 or otherwise qualifies under that section. The consultant agrees that if this representation or warranty is deemed to be false, the agreement shall be void ab initio as between the parties to this agreement, and any funds paid by RCRPC to the consultant hereunder shall be repaid to RCRPC immediately, or an action for recovery may be commenced immediately by RCRPC for recovery of said funds.

### 4. Covenants of Consultant

The consultant will be required to covenant and warrant the following:

1. Consultant is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract, supported in whole or in part by the funding sources for this project;
2. Consultant has not within a three (3) year period had one or more public transactions terminated for cause or default;
3. Consultant will comply with the provisions of Section 1352, Title 31 of the U.S. Code, which prohibits the use of federal funds to lobby any official or employee of any federal agency, or member or employee of Congress; and to disclose any lobbying activities in connection with federal funds.

4. Consultant will comply with provisions of Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C. § 2000d) relating to nondiscrimination in Federally assisted programs.
5. Consultant during the performance of the contract will not discriminate against any employee or applicant for employment because of race, creed, sex, color, age, familial status, handicap, or national origin.
6. Consultant must carry insurance policies which protect RCRPC, commission members, and employees from any claims, suits, etc. of the consultant's employees or equipment used for the project on those items listed in the Scope of Work. In addition, liability insurance coverage must be provided to protect itself from claims under workers compensation acts; claims for damages because of bodily injury including personal injury, sickness or disease, or death of any of its employees or of any person other than its employees; and from destruction of tangible property including loss of use resulting therefrom; and from claims arising out of the performance of professional services caused by any errors, omission, or negligent acts for which they are legally liable.

Richland County Regional Planning Commission in accordance with Title VI of the Civil Rights Act of 1964 and the related nondiscrimination statutes, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, creed, national origin, sex, age, disability, in consideration for an award.