

REQUEST FOR PROPOSAL PAVEMENT MANAGEMENT SOLUTIONS

Rockaway Township
Bryan Coward, Purchasing Agent
65 Mount Hope Road
Rockaway Township, NJ, 07866

REQUEST FOR PROPOSALS/QUALIFICATIONS

Introduction

The Township of Rockaway solicits written proposals to provide a pavement inspection and management solution for collecting pavement condition data, processing and analysis of recorded data, visualization and management in a web-based GIS application backed by a geospatial database. This online software shall contain tools that allow the Municipality to actively manage, update, and track its ongoing roadway maintenance program and conditions. This proposal is solicited under the New Jersey State Contract T1841: Geographic Information Systems Services, and is noted as a Spatial Data Development and maintenance Services contract under said bid.

Proposals should distinctly comment on these two areas: 1) the data collection procedures for developing a Municipal-wide numerical equivalent Pavement Condition Index, where each roadway segment will receive a distinct PCI equivalent rating; and 2) software as a service solution to allow the Municipality to manage the overall pavement condition database.

The Township of Rockaway has an estimated population of 25000. The Township of Rockaway Public Works Department maintains approximately 138 center-line miles of paved streets and highways.

Response Deadline: December 22, 2022 at 2:00 PM

Deadline to Request Additional Information/Submit Questions: December 12, 2022 at 2:00 PM

Submit Proposals To:

Rockaway Township
Bryan Coward, Purchasing Agent
65 Mount Hope Road
Rockaway Township, NJ, 07866

Submission

Proposals must be submitted electronically as described in this solicitation.

SCOPE OF WORK

Proposals should address all labor, materials, supplies, equipment, software, training, and services necessary to complete the project.

- **Project Initiation – Selected Vendor** shall meet with Municipal Staff and review data provided by the Municipality, review software options and integration with GIS software products, review street network layout, evaluation of streets, sidewalks, previous maintenance program and practices, etc. Any existing prior spreadsheet of roadway segments shall be reviewed.

Review Existing GIS Mapping – Vendor shall work with the Municipal GIS representative and will ensure roadway data can be coordinated with the current GIS system. Rockaway Township currently uses Spatial Data Logic, and expects that applicable data will be uploaded to SDL in addition to made available via the provided asset management software.
- **Network Referencing** – Develop survey routing maps and confirm the linkage of the road segmentation to the Municipal database and GIS for the approximately 138 center-lane miles to be included in this project. Define how the Municipality would like the road network to be segmented, in the most common way of intersection to intersection or in customer defined intervals, by lane, and if the capability to adjust segmentation after data collection is needed.
- **Pavement Condition Data Collection** – utilize a sensor-based data collection platform to automatically collect continuous road surface data. At a minimum, system should utilize the following sensor technologies:

- Surface imaging technology
 - 360 Degree HD Imagery
 - All systems and data streams should be GPS geotagged
 - All survey work shall be performed on dry pavement and in lighting conditions that assure usable data
- **Data Processing and QA/QC** – perform analysis and QA/QC of collected data.
 - **Data Formatting and Loading** – Municipality requires the creation and formatting of files to be loaded into the existing and proposed GIS database and uploaded data to both.
 - **Maintenance and Rehabilitation Program Development** – Use an equivalent Pavement Condition Index (PCI) (0-100 scale) to provide recommended pavement maintenance treatment for each road segment with estimate of cost for rehabilitation, also based on other factors such as traffic, type of road (e.g. residential versus arterial), sidewalks and benefits to cost ratio. The maintenance and repair data should also be provided as a GIS layer and in tabular format
 - **Pavement Repair Analysis:** The Technology should address current and long-term pavement management goals so that the Municipality and the technology team can jointly confirm the best pavement management strategy based on the PCI value ranges and specific distress type and severity level. The technology vendor will work with the Municipality to customize the software for the specific practice and procedures currently in use. The customization will reflect the Municipality’s road repair and maintenance program’s policies and practices. The subtasks will include:
 - Configure the system to reflect the rehabilitation alternatives and repair methods used by the Municipality
 - Configure the system to reflect the current and local costs for the repair methods
 - Configure the system to reflect the preferred repair method and critical PCI thresholds
 - Configure the system to reflect the preferred repair methods and costs for sidewalks
 - Acquire multi-year budget information from the technology and provide a draft multi-year rehabilitation program for review by Municipal staff
 - Run the automated repair recommendation program and produce a list of repair/rehabilitation candidates
 - Work with Municipal staff to review the rehabilitation program and modify analysis parameters iteratively to produce the final repair program required
 - Prioritize the top streets needing reconstruction or major rehabilitation
 - **Pavement Management System Configuration** - Upon completion of the data collection activities, the Vendor shall review maintenance and rehabilitation strategies with the Municipality. This should include the recommendation and selection of appropriate treatments such as reconstruction, reclamation, hot in place paving, mill and overlays, overlays, micro surfacing, full width seals, crack seals, or other methods that are appropriate for the Municipality. Unit costs from most recent paving and crack sealing projects will be made available to the Vendor

- **Asset Management Software**- all results from the vendor should be provided in a GIS application. Software provided to the Municipality should have as a minimum the following capabilities:
 - **Web-based** – Municipality should have easy access to record of road’s condition from anywhere via the internet.
 - **Unlimited licenses** – Municipality should be able to grant access to this software to as many users as the Municipality desires.
 - **Zero-installation** – Municipality should not be required to install any software to load the asset management software
 - **Imagery** – For every 20 ft of the road, images of the pavement should be available in the software.
 - **Configurable** – System should be configurable based on Municipality’s repair methods, budget, and management goals.
 - **Data Importing/Exporting** – Software should support the ability to import and export data in GIS and non-GIS formats.
 - **Network Segmentation/PCI Reporting** – Software should support the ability to report PCI on customer-based road segmentation on arbitrary segment lengths and by lane.
 - **Visualization** – The PCI data including pavement imagery, and distress data should be visualized in the software’s GIS environment.
 - **Repair Planning and Prioritization** – Municipality should be able to use the software to get repair recommendations and cost estimates for each road segment. Additionally, Software should prioritize repair projects in the Municipality, or a specific area of the Municipality based on PCI, traffic flow, configurable distress metrics, regional demographics, and available budget.
 - **Budget Analysis** – Users should be able to run different pavement management scenarios using different budgets. Software should support the ability to download these scenarios in addition to adding them to the software as additional layers for further scrutiny.
 - **Additional Assets** – Software should support the capability of adding and managing other assets the Municipality might want to add, including but not limited to traffic signs, and pavement markings.
 - **Maintenance of cloud software**- Information must remain active for a period of at least 5 years.

- **Reporting** – Using the software, the Municipality will be able to generate budgetary analysis, funding scenarios, and final reports. The report shall include an inventory report for the entire database, PCI reports, maintenance and rehabilitation reports, maintenance and rehabilitation distribution, budgetary needs, budget scenario reports and maintenance backlog summaries

- **Deliverables:** (digital file)
 - Report Summarizing the Municipality’s Roadway Network Condition and Findings
 - Rehabilitation Plan and Budget Development – The Technology creates a series of alternative pavement repair strategies and execute a “what-if” analysis to identify pros and cons of each
 - ESRI Geodatabase which includes (at a minimum)
 - Use Municipality’s Street Segment ID numbering system
 - Cross reference Street Name, From and To designation
 - Functional Classification
 - Pavement Type
 - Length, width, Area
 - Photos hyperlinked to segment ID
 - PCI
 - Recommended Rehabilitation
 - Cost estimate to Rehabilitate
 - Priority
 - Drawing showing the top ten streets needing reconstruction or major rehabilitation.

This written Request for Proposals/Qualifications outlines the proposed scope of services required, and also states the Township of Rockaway requirements and specifies the general rules for preparing the proposal.

The proposal should clearly demonstrate how the selected firm can best satisfy the requirements of the Township of Rockaway. The Township of Rockaway shall reserve the right to enter an agreement with the firm presenting the proposal which is in the best interest of the Township of Rockaway.

Submission Information

Proposals must be submitted electronically. Vendors must upload proposals by visiting the following URL/submitting to the following email address: XXXXX.

Questions & Requests for Clarification

The Public Works Department of the Township of Rockaway has prepared this RFP and all questions or comments concerning either the administrative or technical requirements of this RFP to:

Rockaway Township
Bryan Coward, Purchasing Agent
65 Mount Hope Road
Rockaway Township, NJ, 07866

rockawaybids@rockawaytownship.org

Questions and requests for clarification must be in writing and either emailed to the Director of Public Works at the specified number or address above. Responses to all questions and requests for clarification will be in the form of an addendum to this RFQ. Bidders are to monitor website for addendums, and postings of all bid questions and answers. Deadline to submit questions: December 12, 2022.

Right of the Township of Rockaway to Reject Proposals

The Township of Rockaway reserves the right to reject any and all proposals or any part of any proposals, to waive minor defects or technicalities, or to solicit new proposals on the same project or on a modified project which may include portions of the originally proposed project as the Township of Rockaway may deem necessary in its best interest. The Municipality also reserves the right to negotiate with any firm, all or part of any proposal that is in the best interest of the Municipality.

Evaluations

The evaluations of the proposals will be based on the qualified proposal that will best serve the Township of Rockaway at the most reasonable cost, as per the

Desired Project Schedule

The Municipality hopes to have the data-collection portion of the work completed by or earlier than the early spring season of 2023. Any deviation from this goal should be clearly stated. Key targets are:

Release of RFP Document **November 28, 2022**

Submit proposals **December 22, 2022**

Tentative Completion of Data Collection (vehicle driving) **2023**

SUGGESTED RESPONSE FORMAT

To help facilitate review of the RFP's/RFQ's, firms are recommended to prepare their submittals in accordance with the instructions outlined below.

Proposals should be prepared as simply as possible and provide a straightforward, concise description of the firm's capabilities to satisfy the requirements of this project.

EMPHASIS SHOULD BE CONCENTRATED ON ACCURACY, COMPLETENESS, AND CLARITY OF CONTENT.

The proposal is recommended to be organized into the following major parts:

Cover letter

Company Background - Information regarding the firm's stability, length of time in business, past history, future plans, company size, organization.

Responses to Functional Requirements - Responses to the requirements listed in this RFP must be provided. Notes of explanation or clarification must be included with specific reference to the item in question. Include a time schedule for completion of your firm's work and an estimate of time commitments from Municipal staff.

Client References - Provide at least three client references that are similar in nature, size or complexity to that described in this RFP.

Schedule – projection of anticipated starting and ending dates.

Cost Quotations – Per the instructions provided, a separate cost proposal must be included as part of the overall submittal package.

PAVEMENT MANAGEMENT SOLUTION

The Cost Proposal shall provide all costs for which compensation is expected. The Proposal needs to reflect the technology, software as service, and technical support and along with hosting and licensing for five years.

The Municipality will negotiate a final contract with the selected technology vendor. The purpose of the Cost Proposal is to understand the order-of-magnitude of the scope of services. The Lump Sum proposal is based on assumed center-lane miles of 138 which include data collection, analysis, deliverables and ongoing licensing and hosting fees for three years.

Cost \$ _____

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE# _____ FAX# _____ E-MAIL _____

SIGNATURE: _____

INSTRUCTION TO BIDDERS

PREPARATION OF BID PROPOSAL

1. The Bidder shall submit their proposal upon the form(s) furnished by the Municipality (attached). The bidder shall prepare and provide a proposal where the final lump sum is on the provided form. The bidder shall specify a unit price for each pay item in their proposal.

2. The Municipality is looking for a solution that can come from one company versus a partnership of organizations. From that company, the Municipality wants that bidder's proposal signed by an officer of that company.

4. All questions shall be submitted in writing to and received by the Municipality at the above address, a minimum of (7) days, and prior to the scheduled bid opening. The Municipality, will then forward both the question and the Municipality's response to the question to all known prospective bidders.

IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.

WITHDRAWAL OF BID PROPOSALS

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.

2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the Municipality; the best interest of the Township of Rockaway will be served.

AWARD OF CONTRACT

The Municipality holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the Municipality. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, GIS background and software as a service experience, reference checks, project understanding, approach, ability to comply with required time to completion, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the Township of Rockaway. The successful bidder will be notified, by the form mailed to the address on his proposal, that his bid has been accepted and that he has been awarded the contract.

CANCELLATION OF AWARD

The Municipality reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability or other claim against the Municipality.

BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's technology background in end-to-end pavement management automation.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The bidder's ability in GIS projects.
4. The bidder's past performance in technology projects for pavement evaluation.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future enhancements to the software and services.
7. Any other applicable factors as the Municipality determines necessary and appropriate (such as future directions in handling additional assets).

LAWS, PERMITS AND REGULATIONS

1. The Vendor shall obtain and pay for all licenses and permits as may be required of him by law, and shall pay for all fees and charges for connection to outside services, and use of property other than the site of the work for storage of materials or other purposes.
2. The Vendor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Vendor ascertains at any time that any requirement of this Contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the Township of Rockaway in writing.

SELECTED VENDOR INSURANCE

1. The Vendor after being awarded the project shall deliver certificates of all insurance required hereunder. The certificate shall state that the company issuing insurance will endeavor to mail to the Township of Rockaway, ten (10) days' notice of cancellation, alteration or material change of any listed policies. The Vendor shall keep in force the insurance required herein for the period of the Contract.
2. At the request of the Township of Rockaway the Vendor shall promptly make available a copy of any and all listed insurance policies. The requested insurance must be written by a Company licensed to do business in Rhode Island at the time the policy is issued.
3. The Township of Rockaway, State, shall be listed as additional insured on all the Certificates of Insurance.
4. No operations under this Contract shall commence until certificates of insurance attesting to the listed requirements have been filed with and approved by the Public Works Department, and the Contract approved by the Municipality.

a. Workmen's Compensation Insurance

Limit of Liability - \$100,000.00 per accident

b. Commercial General Liability

Limits of Liability

Bodily Injury: \$1,000,000.00 per occurrence, \$1,000,000.00 aggregate

Property Damage: \$500,000.00 per occurrence, \$500,000.00 aggregate

Combined Single Limit, Bodily Injury and Property Damage:

\$2,000,000.00 aggregate

c. Automobile Liability

Limits of Liability - \$500,000.00 per accident.

d. The Vendor shall indemnify, defend, and save harmless the Township of Rockaway and its agents and employees from and against any suit, action or claim of loss or expenses because of bodily injury. Including death at any time resulting there from, sustained by any person or persons or on account of damage to property, including loss of use thereof, whether caused by or contributed to by said Township of Rockaway, its agents, employees or others.

ACCIDENT PROTECTIONS

It is a condition of this Contract and shall be made a condition of each subcontract entered into pursuant to the Contract. That a Contractor and any Subcontractors shall not require any laborer or mechanic employed in the performance of the Contract to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to health or safety, as determined by construction safety and health standards of the Occupational Safety and Health Administration, United States Department of Labor, which standards include, by reference, the established Federal Safety and Health regulations for Construction. These standards and regulations comprise Part 1910 and Part 1926 respectively of Title 29 of the Code of Federal Regulations and are set forth in the Federal Register. In the event any revisions in the Code of Federal Regulations are published, such revisions will be deemed to supersede the appropriate Part 1910 and Part 1926, and be effective as of the date set forth in the revised regulation.

PROTECTION OF WORK AND PROPERTY

The Vendor shall, at all times, safely guard the Municipality's property from injury or loss in connection with this Contract. She/he shall, at all times, safely guard and protect her/his own work and that of adjacent property from damage. All passageways, guard fences, lights and other facilities required for protection by State or City/Town laws, regulations and local conditions must be provided and maintained.

USE OF PREMISES AND REMOVAL OF DEBRIS

The Vendor expressly undertakes at his own expense:

1. To take every precaution against injuries to persons or damage to property;
2. To comply with the regulations governing the operations of premises which are occupied and to perform his Contract in such a manner as not to interrupt or interfere with the operation of the Institution;
3. To perform any work necessary to be performed after working hours or on Sunday or legal holidays without additional expense to the Municipality, but only when requested to do so by the Municipality;
4. To store his apparatus, materials, supplies and equipment in such orderly fashion at the site of the work as will not unduly interfere with the progress of his work or the work of any other Contractors;
5. Daily to clean up and legally dispose of (away from the site), all refuse, rubbish, scrap materials and debris caused by his operation. Including milk cartons, paper cups and food wrappings left by his employees, to the end that at all times the site of the work shall present a neat, orderly and workmanlike appearance;
6. All work shall be executed in a workmanlike manner by experienced mechanics in accordance with the most modern mechanical practice and shall represent a neat appearance when completed.

MATERIALS AND WORKMANSHIP

1. Unless otherwise specified, all materials and equipment incorporated into the work under the Contract shall be new. All workmanship shall be first class and by persons qualified in their respective trades.
2. Where the use of optional materials or construction method is approved, the requirements for workmanship, fabrication and installation indicated for the prime material or construction method shall apply wherever applicable. Required and necessary modifications and adjustments resulting from the substitution or use of an optional material or construction method shall be made at no additional cost to the Municipality.

STANDARDS

1. Materials specified by reference to the number, symbol or title of a specific standard, such as a Commercial Standard, a Federal Specification, Department's Standard Specifications, a trade association standard or other similar standard. Shall comply with requirements in the latest revision thereof and any amendment or supplement thereto in effect on the date of advertisement, except as limited to type, class or grade or modified in such reference.
2. Reference in the Specifications to any article, device, product, material, fixture, form or type of construction by name, make or catalog number shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition. In such cases the Contractor may, at his option, use any articles, device, product, material fixture, form, or type of construction that, in the judgment of the Municipality expressed in writing to all Bidders before opening of bids as an addendum, is an acceptable substitute to the specified.

3. Substitution During Bid Time: Whenever any particular brand or make of material or apparatus is called for in the Specifications, a Bidder's Proposal must be based upon such material or apparatus, or upon a brand or make which has been specifically approved as a substitution in an Addendum issued to all Bidders during the bidding time.
4. The intent is that the brand or make of material or apparatus that is called for herein establishes a standard of excellence that, in the opinion of the Consultant and Engineer, is necessary for this particular Project.
5. Substitutions: No substitutions will be considered after bids have been opened unless necessary due to strikes, lockouts, bankruptcy or discontinuance of manufacture. In such cases, the Contractor shall apply to the Municipality, in writing within ten (10) days of his realizing his inability to furnish the article specified, describing completely the substitution he desires to make.

GUARANTEE OF WORK

1. Except as otherwise specified, all work shall be guaranteed by the Vendor against defects resulting from the use of inferior materials, equipment or workmanship for one (1) year from the Date of Final Acceptance.
2. Make good any work or material, or the equipment and contents of said building or site disturbed in fulfilling any such guarantee.
3. In any case, wherein fulfilling the requirements of the Contract or of any guarantee, should the Contractor disturb any work guaranteed under another contract, the Contractor shall restore such disturbed work to a condition satisfactory to the road Agent. And guarantee such restored work to the same extent as it was guaranteed under such other contracts.
4. If the Vendor, after notice, fails to proceed promptly to comply with the terms of the guarantee, the Township of Rockaway may have the defects corrected and the Vendor shall be liable for all expense incurred.
5. All special guarantees applicable to definite parts of the work that may be stipulated in the Specifications or other papers forming a part of the Contract shall be subject to the terms of this paragraph during the first year of the life of such special guarantee.

DEFAULT AND TERMINATION OF CONTRACT

If the Vendor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Fails to perform the work with sufficient workers and equipment, or with sufficient materials to assume prompt completion of said work; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
4. Discontinues the prosecution of the work; or
5. Fails to resume work, which has been discontinued, within the time frames included in specifications; or
6. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
7. Makes an assignment for the benefit of creditors; or
8. For any other causes whatsoever, fails to carry on the work in an acceptable manner the Township of Rockaway will give notice, in writing, to the Vendor for such delay, neglect, and default.

If the Vendor does not proceed in accordance with the Notice, then the Township of Rockaway will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Vendor. The Township of Rockaway may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the Municipality's opinion will be required for the completion of said Contract in an acceptable manner.