



# Request for Qualifications

Town of Surf City Pavement Condition Survey

Date Issued: January 5, 2021

Due Date: January 29, 2021

Mailing Address for Proposal Submission:

Electronic Submission Only

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Questions regarding RFQ should be submitted via email to Amy Kimes, [akimes@surfcitync.gov](mailto:akimes@surfcitync.gov)

# Town of Surf City PCS RFQ

## INTRODUCTION

The Town of Surf City (Town) is soliciting proposals from engineering firms to provide a Pavement Condition Survey (PCS) and a Pavement Management System (PMS) Application which has the ability to expand to other assets and directly link to the Town's GIS. The Town-maintained road system consists of approximately 24 miles of paved roads.

## SCOPE OF WORK

The following shall be included in the scope of work:

1. Pavement Condition Survey (PCS)
  - a. A visual evaluation of the Town's road system for asphalt roadways is required. The information gathered will include physical characteristics and pavement distress types. This survey will be conducted at break points established by road centerlines. A shapefile will be provided by the Town which contains all the necessary inventory data.
  - b. The PCS shall be performed in accordance with Publication No. FHWA-RD-03-031, Distress Identification Manual for the Long-Term Pavement Performance Program (LTPP) - (Fourth Revised Edition), June 2003 utilizing the following distresses:
    - i. Fatigue Cracking
    - ii. Transverse Cracking
    - iii. Block Cracking
    - iv. Defective Patching and Potholes
    - v. Surface Defects
    - vi. Rutting & Roughness
    - vii. Reflective Cracking
  - c. The Town will not consider automated data collection techniques including artificial intelligence (AI).
  - d. Inventory: The consultant will be expected to collect length and width for each segment of roadway.
2. Pavement Management System (PMS)

The Town is considering the use of a Pavement Management System (PMS) that can expand to other assets. The PMS will:

- a. Be a vendor hosted web-based application.
- b. Incorporate the pavement distresses listed in Section 1 and have the ability to incorporate others as the program develops.
- c. Allow for multiple pavement maintenance activities with the ability to add or delete activities to match the Town's evolving pavement management program.
- d. Allow for user defined deterioration models.
- e. Identify maintenance needs, estimate costs, and calculate the pavement condition index (PCI) for each road segment and entire roadway network.
- f. Allow the updating of unit costs as determined by the Town or consultant.
- g. Have the ability to store construction history.
- h. Allow the Town to force or delay construction projects due to outside circumstances.

- i. Have the ability to analyze various “what if” funding scenarios and determine the level of service.
- j. Provide multi-year optimized work plans for each of the funding scenarios.
- k. Allow the user direct access to the Town’s GIS from the software application.
- l. Provide a dashboard to help demonstrate to elected officials the consequences of multiple funding scenarios and the use of alternative maintenance activities for pavements and other assets.
- m. The PMS should have the capability to expand to other assets including water, wastewater, and stormwater. The abovementioned functionality should also apply to these other assets.

### 3. Powell Bill Mapping

As part of this project, the Town will require the selected consultant to convert the Powell Bill map that was created in AutoCAD into a GIS format compatible with the Town’s GIS. The consultant will be required to verify the existing Town owned streets and mileage in accordance with the NCDOT Powell Bill Planning & Programming/Powell Bill Unit.

### 4. Project Deliverables

The project deliverables shall include the following:

- a. The production of summary tables, an alphabetical listing, and a priority listing for the street system shall be included.
- b. Development of separate technical reports with tables and figures to summarize the condition of Town streets and maintenance needs. These reports shall contain all collected pavement data and recommended maintenance and preservation activities.
- c. Work plans for Town selected funding scenarios.
- d. A File Geodatabase shall be provided to the Town containing all collected pavement data, and recommended maintenance and preservation activities.
- e. A Council presentation to present the finds of the PCS and analysis.

### 5. Contract Term

The Town intends to hire one consulting firm for this contract for a 3-year period with the option of extending the contract 2 additional years.

## **PROPOSAL CONTENT & FORMAT**

Proposals shall include the following which will be used by the Town for evaluating and selecting a firm:

1. Introduction: introductory letter including firm name, address, telephone number, contact person, table of contents. (5%)
2. Firm experience – a detailed description of similar projects successfully completed by the firm; name, telephone number, and email address of a contact person for each client who can verify the information provided. Provide project examples where other utilities have been incorporated with the pavement modeling. (20%)
3. Firm personnel experience – a listing of team personnel who will actually be assigned to perform substantial amounts of the work on this project; provide experience record, anticipated amount of time each person will actually work on this project, and location of each person. (35%)
4. Project Approach – a detailed description of how the firm proposes to approach this project; include sufficient discussion of proposed methodologies, techniques, and procedures for each

work item; provide a breakdown and description of tasks assigned per project team member. (35%)

5. Project Schedule – a proposed time schedule. (5%)

The proposal shall be a maximum length of 10 pages. Cover, table of contents and dividers will not count towards the page limit.

#### **SUBMISSION**

Each firm is asked to submit their proposal in PDF format via email to Amy Kimes at [akimes@surfcitync.gov](mailto:akimes@surfcitync.gov) or by alternative electronic means. Hard copies will not be accepted for this RFQ. Questions should be directed to Amy Kimes at [akimes@surfcitync.gov](mailto:akimes@surfcitync.gov).