



## ADDENDUM NO. 1

### CITY OF PEORIA PAVEMENT CONDITION INDEX (PCI) UPDATE 2023 TUESDAY, FEBRUARY 7, 2023 @ 11:00AM AT PEORIA PUBLIC WORKS

#### **Addendum Issued: January 27, 2023**

RE: **Addendum #1** PCI Update 2023

The following shall be considered part of the Request for Proposal (RFP).

REVISED Request for Proposal Document (Issued with this Addendum):

- 1) **Page #1** – submittal date changed from January 31, 2023 to February 7, 2023
- 2) **Page #2** – Section 2.2.1 General Scope of Services – the bid alternates were updated. There will three alternates sidewalk location and shape files, sidewalk condition and LiDAR asset grade data. Signs and pavement marking alternates were removed.
- 3) **Page #3**  
Section 2.2.3 Deliverable Products – deliverable 2 was updated to include GIS shape files  
Section 2.3 Location of project – Centerline miles was added. The section was updated to reflect the removal of the signs and pavement marking alternates  
Section 2.4 Project schedule – the dates were updated to reflect the new submittal date as well as clarification on the date to complete tasks.
- 4) **Page #4** – Section 3.0 Public Notice - submittal date changed from January 31, 2023 to February 7, 2023
- 5) **Page #5** – Section 6.1 Submittal Format – the number of hard copies was updated from five to three
- 6) **Page #6** – Section 7.0 Evaluation Factors  
C. Project Cost – centerline miles quantity added and the alternates were updated

Pre- Submittal Meeting Sign in sheet and Q and A (See attached)

**This addendum must be acknowledged as part of the submittal package. Failure to do so may subject to Disqualification.**

Andrea Klopfenstein, P.E.  
Deputy Director/City Engineer



## CITY OF PEORIA

### NOTICE OF REQUEST FOR PROPOSALS:

#### PAVEMENT CONDITION INDEX UPDATE 2023

PEORIA, ILLINOIS

**PRESUBMITTAL MEETING 11:00AM TUESDAY, JANUARY 24, 2023**

**STATEMENTS DUE: 11:00 AM TUESDAY, FEBRUARY, 7 2023**

The City of Peoria is requesting Proposals from qualified firms to assist the City in collecting, processing, and updating the Pavement Condition Index (PCI) for City streets. The goal of this project is to inventory the street, rate the pavement condition, and update the City's GIS-based data management system used in the planning and prioritization of maintenance and repairs. The City of Peoria's Engineering Division will accept sealed proposals submitted to the Office of the City Engineer, 3505 N Dries Lane, Peoria, Illinois, **until 11:00 AM Tuesday, February 7, 2023** for establishing a contract with a qualified firm.

Time is of the essence and any Statement of Interest and Qualifications received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Firms are responsible for ensuring that the Engineering Administrative Assistant receives their Statements before the deadline indicated. Statements received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Firms should submit **three (3) hard copies and one (1) electronic copy (via USB or similar)** of a Statement of Interest and Qualifications.

#### PAVEMENT CONDITION INDEX UPDATE

##### 1.0 INTRODUCTION

The City plans to award a contract for these services to the best-qualified firm. Each firm will be considered and ranked by a Selection Committee based upon the criteria listed herein. The City will then enter into negotiations with the top-ranked firm. The negotiations will be to establish a detailed scope of services and total cost for services. Should the top-ranked firm and the City of Peoria not be able to reach an agreement, the City will terminate negotiations with that firm and open negotiations with the second ranked firm.

This process does not obligate the City to award a contract, or pay any cost incurred in the preparation of the firms responding to this request. The City reserves the right to accept or reject any or all statements received as a result of this request. All information submitted in response to this request will become the property of the City.

Please be aware that it is the City's policy to not compensate for any time or expenses incurred during the selection and negotiation processes.

## **2.0 PROJECT DESCRIPTION**

### **2.1 PROJECT NEED, PURPOSE AND OBJECTIVE**

The project consists of collecting and processing condition data on streets to update the City's street condition database including a pavement condition index for each street.

The City will use the PCI information and report to prioritize, budget, and schedule future street construction projects. The pavement condition database was originally created in 2014 and used PAVER 6.5.7. Subsequent assessments were conducted in 2017 and 2020. The City will provide, and interested firms shall match, the sectioning and sampling limits from the 2014, 2017 and 2020 assessments. The City currently has two street networks: arterials and non-arterials, which are separately funded and has five Council Districts.

### **2.2 PROJECT COMPONENTS**

#### **2.2.1 GENERAL SCOPE OF SERVICES**

The scope of services sought by the City of Peoria shall include the provision of all required labor, materials, equipment, and expertise related to the collection, processing, and creation of the pavement condition inventory.

The following should be included in the submittal:

1. Collect, process, and create a user-friendly GIS database and layers within project schedule and budget.
2. Description of how the data collection, processing and database creation will be implemented and a project schedule including major milestones.
3. Description of the database.
4. The following will be required of the selected firm:
  - a. Participate in meetings
  - b. Provide high quality videos of each street
  - c. Provide Pavement Condition Index ratings for predefined street segments

The following data collection will be required as part of the base project:

- A. Streets
  - a. Pavement Condition Index ratings
  - b. Surface Type
  - c. Lane Miles
  - d. Examples of representative condition ratings

The following data collection may be added based on bid alternates:

- A. Sidewalks and ADA ramp locations with GIS shape files
- B. Sidewalk and ADA ramp condition and rating
- C. LiDAR asset grade data

#### **2.2.2 MEETINGS, PRESENTATIONS, AND REPORTS**

An initial kick off meeting, various project meetings, and a final report will be required.

### 2.2.3 DELIVERABLE PRODUCTS

The selected firm shall provide all deliverable products to the City Engineer for approval and dissemination. Hard copies and electronic copies of the deliverables will be required. Electronic format for all submittals shall be compatible with the current City software.

Deliverables include:

1. High resolution images/videos of each street, including the pavement and ROW
2. GIS layers **including shape files** for the assets collected (ESRI format) matching the City’s existing road segments
3. GIS database for the assets collected (ESRI format)
4. Pavement Condition Index Ratings
5. Pavement Condition Index Ratings Reports
6. Report describing data processing approach

### 2.2.4 PROVISIONS BY THE CITY OF PEORIA

The City of Peoria will provide the following information to the selected firm:

1. Aerial photography and topography in an electronic format.
2. ROW information available through the City of Peoria records including recent acquisitions.
3. Current GIS information including existing road segments.
4. Existing PCI ratings
5. Designation of a person from the engineering staff to act as the City’s project manager with respect to the two-way flow of information and for the purposes of having direct access to staff’s knowledge base. Such person shall have the authority to transmit instructions, receive information, and interpret and define existing City policy and decisions with respect to materials, equipment, and systems pertinent to the consultant services. However, the concurrence and authorization to begin any and all phases of this project shall reside with the City Engineer.

### 2.3 LOCATION OF PROJECT

Data will be collected on streets in the right of way in the City limits (approximately 975 lane miles / **470 centerline miles**). Alleys and marked state routes, highways, and interstates are not included in the base project. The marked state routes, highways, and interstates are Route 6, Route 8, Route 29, Route 40, Route 116, US 150, and Interstate 74. If there is budget available, alleys and marked routes may be added to the project. Further, bid alternates are requested to **inventory sidewalks and obtain** LiDAR data along the streets inventoried.

### 2.4 PROJECT SCHEDULE

Selection will be made according to the following table:

RFP advertised .....	January 11, 2023 and January 12, 2023
Pre-submittal meeting at Public Works at <b>11:00 AM</b> .....	January 24, 2023
Due date for Statement of Interest and Qualifications at <b>11:00 AM</b> .....	<b>February 7, 2023</b>
Selection Committee ranks submittals .....	<b>February 10, 2023</b>
Committee informs highest ranked firm and begins negotiations.....	<b>February 10, 2023</b>
Contract submitted to Council Agenda process .....	February 14, 2023
City Council Meeting at which Contract is Recommended for Approval .....	February 28, 2023
Notice to Proceed Sent to Approved Firm .....	March 1, 2023
<b>PCI Rating Completed</b> .....	<b>July 1, 2023</b>
<b>All deliverables Completed</b> .....	<b>November 15, 2023</b>

## **2.5 VOLUNTARY PRE-SUBMITTAL MEETING**

A questions and answers session will be held at a pre-submittal meeting on **Tuesday January 24, 2023** at 11:00 AM, in the Peoria Public Works Conference Room at 3505 N Dries Lane, Peoria.

## **2.6 PROJECT DURATION**

It is anticipated that, after a firm is selected, the data collection and processing will take 3 months. Specific timelines will be mutually agreed upon between the selected firm and the City.

## **2.7 EXPECTED PROBLEMS**

The City staff does not expect any problems with the project.

## **2.8 INVOICING AND PAYMENTS**

The firm shall submit invoices at the end of each calendar month; such statements shall be inclusive of a detailed breakdown of all charges incurred. The detail shall indicate the personnel name, title, rate of pay, hours charged, and task worked. All direct costs shall be itemized. Multipliers will be clearly indicated and applied to total man-hours summated for the period. Invoices shall be based upon actual hours of performance.

Invoices shall be accompanied by progress reports. The invoices will not be considered complete without a progress report and will be deemed unpayable. The progress report will be inclusive of rates of completion for all tasks scoped and for rates of completion for all deliverable products.

If funds that IDOT oversees are to be used to fund engineering then the firms given such Work Orders shall follow IDOT policies and procedures regarding acceptable compensation methods and invoicing practices and use the appropriate BLRS forms including but not limited to BLR form 05513, 05514, 05530, 05620, & 05621. If state revolving loan funds or other funds, use the forms as directed by the funding agency.

## **3.0 PUBLIC NOTICE**

The notice of Public Advertisement for Various Engineering Services will appear in the local Peoria Journal Star newspaper and/or posted to the City of Peoria's Webpage ([www.peoriagov.org](http://www.peoriagov.org)), and posted to the City of Peoria's e-alerts notification system on both Wednesday, January 11, 2023 & Thursday, January 12, 2023. The advertisement will allow 21 calendar days' notice until all proposals are due on Tuesday February 7, 2023.

## **4.0 CONFLICT OF INTEREST**

Submit a disclosure statement with the response. The disclosure statement shall be the IDOT BDE DISC 2 TEMPLATE modified for the City of Peoria. (SEE ATTACHED)

## **5.0 SUSPENSION AND DEBARMENT**

The City uses the SAM Exclusions, IDOT's CPO's website and the three other state CPO's websites to verify suspensions and debarments. Submittals will be returned without being evaluated for vendors that are suspended or disbarred.

## 6.0 SUBMITTAL OF QUALIFICATIONS

Firms are to submit a written Statement of Interest and Qualification which presents the firm's qualifications and understanding of the work to be performed. Selection criteria will include, but not limited to, qualifications, comparable recent experience, local presence, knowledge of local requirements, policies and procedures, capacity to perform work in the allotted time, construction planning, construction scheduling, overall approach to the project, and continuation of previous projects. Firms interested in submitting should have recent specific experience with this type of design, construction, and/or other services.

The submission should include:

1. A cover letter that includes:
  1. Name, address, e-mail address and phone number of a contact person responsible for and knowledgeable of the Submittal.
2. Written response addressing each of the evaluation criteria listed in Section 7.0
3. Form BDE DISC Template modified for the City of Peoria attached to this solicitation.
4. Current EEO Number or copy of completed Employer Report Form CC-1. (See section 9.0 EEO for more information)

Firms will need to address each of the criteria set forth in section 7.0 carefully and thoroughly, as all submittals will be ranked on a point value system. The evaluation will be based upon a head-to-head comparison with the other firms submitting.

An individual authorized by the engineering firm to bind the offer MUST sign any submittal. All submittals without a signature will be deemed non-responsive and will not be acceptable. The City of Peoria reserves the right to reject any or all submittals.

All provisions of this Request for Qualifications shall also follow IDOT Bureau of Local Roads and Streets (BLRS) policies and procedures where applicable.

## 6.1 SUBMITTAL FORMAT

The submittal should be as concise as possible. Additional, promotional information should be avoided. The name of the firm and the location of the office that will have responsibility for the contract is required.

**Three (3) hard copies and one (1) electronic copy (via USB or similar) of the submittal will be required.**

## 7.0 EVALUATION FACTORS

### A. Technical Approach (25%)

1. Approach to planning, organizing and management of the project(s) including:
  - a. Tracking of schedules and budgets
  - b. Data collection
  - c. Data processing approach – preferably using technology, computer visioning and/or machine learning for data processing.
  - d. Database and video quality
  - e. Database user friendliness

- f. The estimated size of the data including the GIS layer, videos and database
2. Shall demonstrate its intent to meet the City's goal of reducing project costs by incorporating technology by showing ability to be innovative and self-sufficient in completing tasks
3. Understanding of the scope of services listed in section 2.2.1
4. Communication Plan

**B. Firm Experience and Qualifications (25%)**

1. Name, size and brief description of the firm and office overseeing the project, including the same information for any proposed sub-consultants.
2. Qualification and experience of the firm and subconsultants (if any)
3. If subconsultants are anticipated, describe the role proposed for each firm or subconsultant involved and the approximate percentage of work assigned
4. Quality of the equipment and technology
5. Firm's experience providing services to municipalities
6. Name and contact information of three applicable references from previous clients on similar work for the firm and subconsultant (if any)
7. Description of specialized expertise needed for the implementation of tasks outlined in Section
8. A summary of any specialized experience, qualifications or unique capabilities applicable to the tasks outlined in section 2.2.1 of this document

**C. Project Cost (20%)**

1. Base bid for approximately 975 lane miles (470 Centerline miles) of roadway PCI condition database & supporting data.
2. **Alternate Bid #1: Sidewalk and ADA ramp location and GIS shape files**
3. **Alternate Bid #2: Sidewalk and ADA condition and rating**
4. **Alternate Bid #3: LiDAR asset grade data**
5. Typical billing rate schedule for assigned personnel, including rate schedules for any proposed subconsultants.

**D. Staff Capabilities (20%)**

1. Qualifications and experience of the key team member(s)
2. Qualifications and experience of team members
3. Resumes of key personnel anticipated being assigned to the project(s)
4. An organizational chart showing the proposed role of staff on the projects and firm affiliation (if more than one firm is involved)

**E. Other (10%)**

1. Ability to staff projects locally to enhance quality and efficiency (Prime and sub consultant)
2. Commitment to EEO goals
3. Quality of the proposal

## 2023 PCI Update Pre-Submittal Meeting Q and A

Q: Does the GIS layer have a predefined format?

A: We probably have an existing schema and will confirm with GIS person.

**Additional Comments:** There will be a predefined format and to match the road segments provided by the City.

Q: I know the data has been collected on a 3 year cycle. Can you tell us who collected the data previously?

A: Andrea recalled DTS was who did it last.

**Additional Comments:**

2020 PCI Update was performed by Transmap

2017 PCI Update was performed by DTS

2014 PCI Update was performed by Applied Technologies

Q: Regarding bid alternates section D. Can you go into detail of the specifics on what LiDAR data you are looking to detect?

A: For cost effectiveness we collect data now for use on future projects. In the past it was an option to get that data as part of the PCI Run..

Q: Is the data intended for engineering design projects or for asset/mapping grade LiDAR?

A: Asset/Mapping grade

Q: Regarding signs, what type of info do you want? E.g., location, type, retro reflectivity. Regarding pavement marking and symbols, are you looking for overall conditions for those as well?

A: Collecting assets. We will talk more about how we want to determine condition, if it will be up front or if it will be discussed with selected team.

**Additional comment:** This alternate will be removed from the RFP

Q: Regarding section 2.4 Defining Project Schedule, I do not believe result can be done in 4 months. Should I submit if I don't believe I can meet that schedule?

A: It depends on others' ability to meet schedule. Please give an overview of why you need a longer schedule, choice will be made based on schedule and quality received.

**Additional Comments:** The intend of the schedule is to have the PCI rating by July 1<sup>st</sup> not all of the alternates and/or additional reports. The new deadline will be February 7, 2023 at 11:00am

Q: Regarding previous PCI survey, was that a manual survey or other data collecting equipment?

A: It was not manual; it was done using data collecting equipment.

Q: Regarding sidewalks, are you looking for a price per mile? Can you provide an estimation of the sidewalk mileage?

A: We can get an approximation of the miles of sidewalk.

**Additional Comments:** Approximately 742 miles as of sidewalk

Q: what would you hope to learn about sidewalks? Condition, planimetry, rating system, ADA ramps and locations (where they are and where they are not), etc.

A: We are currently testing different methods of data collection to determine conditions of sidewalks. Most important are conditions and ADA compliance (including sidewalks and ramps).

**Additional Comments:** The city would like to see the sidewalk alternate cost for just getting location and GIS shape files and another for the cost of getting sidewalk condition

Q: due date for bid is next Tuesday, can that be pushed?

A: We will push the bid date a week further.

**Additional Comments:** The submittal date will be postponed to Tuesday February 7, 2023 at 11:00am

Q: Regarding paving examples and representative condition ratings, do you need pictures of distresses?

A: yes, we would like pictures to outline defects.

Q: Is underlying distress data deliverable as well?

A: We use decision optimization technology (DOT); PCI are uploaded to that and that helps us look at the streets either by council district or plans for other projects. We want the distress data.

Q: Have you uploaded the PCI data into a decision tool?

A: We have uploaded all previous data into software.

Q: Would you be able to specify whether PCI scores were done based off a sampling approach or performed as a comprehensive survey of each segments area? If based off sampling, do you have locations of sampling units?

A: We will look into this and see what we have.

**Additional Comments:** Please Follow ASTM standards for sampling requirements.

Q: Do you want a collection of raw data delivered on a drive or cloud? This includes pictures, videos, and GIS data.

A: Yes, that would be useful to have. We will look into how it would need to be delivered.

**Additional comments:** The raw data can be Delivered in external hard drive

Q: You had mentioned a lane miles total, do you have a center line miles total?

A: Yes, we can get that to you.

**Additional Comments:** Approximately 470 centerline miles

## Questions by e-mail

Q. Provide any information that would be available like overall cost of previous contract, who the previous vendor was and project deliverables

A. The previous contract was performed by Transmap. The contract was to run the PCI for multiple communities in the area. The contract was with the Tri-County Planning Commission, and it was paid through a grant. The City only paid for the 20% match required by the grant. The deliverables were very similar to the deliverables in the current RFP. The major difference is that the Paver reports are no longer required.

Q. Can the City supply the centerline mileage broken down by functional classification?

A. The approximate breakdown of centerline miles by classification:

Collector – 16 miles

Freeway – 4 miles

Highway – 1.5 miles

Local – 382 miles

Major Arterial – 40 miles

Minor Arterial – 25 miles

## PRE-SUBMITTAL MEETING SIGN-IN SHEET

2023 PCI Update Pre-Submittal Meeting	Date: Tuesday, January 24, 2023
Facilitator: Paola Mendez-Silvagnoli	Location: Dries Lane Conference Room

Name	Company	Phone	Email
Zac Thomason (online)	Roadway Asset Services		<a href="mailto:Zthomason@roadwayassetsservices.com">Zthomason@roadwayassetsservices.com</a>
Cindy MacDonald (online)	Mandli Communications		<a href="mailto:Cmacdonald@mandli.com">Cmacdonald@mandli.com</a>
Nick Messick (online)	IMS Infrastructure Management Services		<a href="mailto:nmessick@imsanalysis.com">nmessick@imsanalysis.com</a>
Kurt Keifer (online)	IMS Infrastructure Management Services		<a href="mailto:kkeifer@imsanalysis.com">kkeifer@imsanalysis.com</a>
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Brianna Leibham (online)	Mandli Communications		<a href="mailto:bleibham@mandli.com">bleibham@mandli.com</a>
Brady Wieland (online)	A.G. Wassenaar		<a href="mailto:wielandb@agwco.com">wielandb@agwco.com</a>
Trevor Triffo (Online)	MDS Technologies		<a href="mailto:ttriffo@mdstechnologies.com">ttriffo@mdstechnologies.com</a>
Mark Gardner (Online)	Applied Pavement Technology		<a href="mailto:mgardner@appliedpavement.com">mgardner@appliedpavement.com</a>
Bill Butler	Tiger Eye Engineering	217-369-8370	<a href="mailto:Info@tiger-eye-eng.com">Info@tiger-eye-eng.com</a>
Steve Worsfold	STATE Testing, LLC	309-369-7326	<a href="mailto:Sworsfold@statetestingllc.com">Sworsfold@statetestingllc.com</a>
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Ed Andrews	Infrastructure Engineering	309-229-7214	<a href="mailto:Eandrews@infrastructure-eng.com">Eandrews@infrastructure-eng.com</a>
D. Ravi Teja	Infrastructure Engineering	309-868-2574	<a href="mailto:Rdabbakuti@infrastructure-eng.com">Rdabbakuti@infrastructure-eng.com</a>
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