

**ADVERTISEMENT
REQUEST FOR PROPOSALS**

**FOR GEOSPATIAL DATA COLLECTION AND ANALYSIS OF TRAFFIC SIGNS
FOR
CITY OF GRAND ISLAND, NEBRASKA**

Sealed proposals will be received by the **City Clerk's Office**, 100 E. First Street, Grand Island, NE 68801 or P.O. Box 1968, Grand Island, NE 68802 until **4:15P.M. (local time) on November 22, 2011** for **GEOSPATIAL DATA COLLECTION AND ANALYSIS OF TRAFFIC SIGNS, City of Grand Island, NE**. Proposals received after the specified time will be returned unopened to sender. Proposals must be based on the City's Request for Proposals. Contact Shannon Callahan, Street Superintendent, at (308) 385-5322 for further information.

Proposed services shall include, but are not limited to:

- **Brief firm profile**
- **Resume of key staff designated for the work**
- **Brief summary of no more than three (3) similar projects the firm has completed**
- **Brief approach to the project**
- **A cost estimate**
- **Proposed schedule**
- **Any exception(s) to the proposal requirements**

The award winning offer will be required to comply with the City's insurance requirements.

Proposals will be evaluated based upon firm experience on similar work, team experience, approach, and proposed schedule and fees. Proposals shall remain firm for a period of ninety (90) days after proposal due date. The City of Grand Island reserves the right to refuse any or all proposals, to waive technicalities, and to accept whichever proposal that may be in the best interest of the City, at its sole discretion.

TITLE VI

The City of Grand Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notified all bidden that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, sex, age and disability/handicap in consideration for an award.

SECTION 504/ADA NOTICE TO THE PUBLIC

The City of Grand Island does not discriminate on the basis of disability in admission of its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The City of Grand Island also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional

information or accommodation regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator.

Mary Lou Brown
308-385-5444, extension 140
100 East First Street, Grand Island, NE 68801
Monday through Friday; 8:00 a.m. to 5:00 p.m.

RaNae Edwards, City Clerk



REQUEST FOR PROPOSALS

GEOSPATIAL DATA COLLECTION AND ANALYSIS OF TRAFFIC SIGNS FOR CITY OF GRAND ISLAND PUBLIC WORKS DEPARTMENT

PROJECT DESCRIPTION

The City of Grand Island is seeking the professional services to perform geospatial data collection and analysis of the City of Grand Island's traffic signs. The sign inventory is to assist the City's Public Works Department with compliance of the 2009 Manual on Uniform Traffic Control (MUTCD). This inventory will increase maintenance efficiency and assist with replacement schedules by having an accurate, electronic, easily-accessible traffic sign map and database.

PROPOSED WORK

1. PURPOSE AND SCOPE OF THE PROJECT:

The purpose of this project is to provide geospatial data collection and analysis of the City of Grand Island's roadway signs. Grand Island has a population of 48,580; 250 miles of paved roads; and 14 miles of gravel roads.

The firm must utilize the existing GIS horizontal coordinate system, Nebraska State Plane (NAD83) and vertical datum of NAVD88. The roadway sign features must be captured by surveying with GPS technology and equipment. The accuracy level of captured features shall be within 0.10 feet horizontal and vertically, or limits approved by the City of Grand Island. GPS data and object attributes shall be compiled into a GIS shapefile that is compatible with the City's established geodatabases. Collection crew will be familiar with MUTCD requirements and capable of measuring sign retroreflectivity. This data will assist the City of Grand Island Street Department with roadway sign maintenance, replacement, and compliance with the 2009 MUTCD requirements.

2. GPS DATA COLLECTION:

Locations of all traffic signs on city maintained roads in Grand Island, Nebraska shall be collected using GPS equipment.

3. ATTRIBUTE DATA COLLECTION

The roadway sign database shall incorporate the following attributes:

- Type of Sign
- MUTCD Code
- Sign Category
- Sign Color
- Size of Sign
- Sign Condition
- Type of Post
- Post Condition
- Number of Posts
- Is Post Shared
- Retroreflectivity
- Visibility
- Direction Facing
- Side of Road
- Street Name
- MUTCD Compliant

Other attributes may be requested prior to data collection.

4. METHOD RECOMMENDATION

A recommendation shall be made as to which type of MUTCD sign management method to adopt based on the collected data.

5. PRICE

The City of Grand Island is asking that the proposers provide a price for the work to collect and analyze data of all traffic signs located on City maintained roads.

PREPARATION & SUBMISSION OF PROPOSALS

The proposer agrees that the preparation of all responses to this RFP shall be at the sole cost and expense of proposer and any and all claims to reimbursement for the cost and expense of preparation shall be waived.

Questions concerning the technical aspects of this request shall be directed to Shannon Callahan, Street Superintendent for the City of Grand Island at telephone number (308) 385-5322

Respondents to this RFP must deliver five (5) copies of their proposal to:

City of Grand Island
City Hall, 100 East First Street
P.O. Box 1968
Grand Island, NE 68801-1968
Attn: City Clerk

Proposals shall be marked "**GEOSPATIAL DATA COLLECTION AND ANALYSIS OF TRAFFIC SIGNS**" and shall be delivered to the Office of the City Clerk no later than **4:15 p.m. on November 22, 2011.**

Proposals shall remain firm for a period of ninety (90) days after the proposal due date. Proposals received after the designated time shall not be considered in the selection process and shall be retained unopened until after award. The city reserves the right to accept or reject any or all proposals and to waive informalities or irregularities in the selection process.

EVALUATION CRITERIA

Proposals shall be evaluated with the following considerations, along with the weight percentages assigned to each element which shall be used to rank and evaluate the proposals:

- Firm experience on similar work. (25%)
- Team experience. (25%)
- Approach. (25%)
- Proposed schedule and fees. (25%)

PROPOSAL SHALL INCLUDE:

(Limit 15 pages excluding staff resumes)

In order to be carefully evaluated, the proposal shall include:

- Brief Firm Profile.
- Resume of key staff designated for the work.
- Brief summary of no more than three (3) similar projects the firm has completed.
- Brief approach to the project.
- A cost estimate for completion of work.
- Proposed schedule.
- Any exception(s) to the proposal requirements.

PROPOSED AGREEMENT

A draft of the proposed agreement is included as part of this RFP. Any special terms and/or conditions to the agreement shall be noted.

CONSULTANT SELECTION

The evaluation committee shall rank the proposals. No interviews shall be necessary.

ANTICIPATED SCHEDULE

The following timetable is anticipated:

November 22, 2011	Proposal Due
December 6, 2011	City Council Approve Agreement
December 7, 2011	Issue Notice to Proceed
January 7, 2012	Target Date for Deliverables

GRATUITIES AND KICKBACKS

City Code states that it is unethical for any person to offer, give or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a consultant under a contract to the prime consultant or higher tier consultant or any person associated therewith, as an inducement for the award of an agreement or order.

INSURANCE

Provide a summary of the firm's (and sub-consultant's) insurance coverage. Minimum limits and types of insurance that are required to be maintained throughout the term of the project are identified in this section.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY

1. "Worker's Compensation and Employer's Liability." This insurance shall protect the Contractor against all claims under applicable State worker's compensation laws. This insurance shall provide coverage in every state in which work for this project might be conducted. The Contractor shall also be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include an "all states" endorsement. The liability limits shall be not less than the following:

Worker's Compensation	Statutory Limits
Employer's Liability	\$100,000 each accident
	\$100,000 each employee
	\$500,000 policy limit

2. "Business Automobile Liability." This insurance shall be written in comprehensive form and shall protect the Contractor, Contractor's employees, or subcontractors from claims due to the ownership, maintenance, or use of a motor vehicle. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$500,000 Combined Single Limit
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End of Proposal Information