



City of Auburn, Maine

Engineering Department

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

October 28, 2024

Dear Bidder;

The City of Auburn, a municipal corporation (hereinafter "the City") is accepting written proposals for an Image Based Road Pavement Condition Assessment of the entire Auburn road system.

The City reserves the right to accept or reject any or all proposals in whole or in part and to waive any informality the City may determine is necessary. The City also reserves to itself the exclusive right to accept any proposals when it is deemed by the City to be in its best interest. The City is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents. In awarding any proposal, the City may consider, but not be limited to, any of the following factors: cost, professional qualifications, experience, and references. The City may hold interviews prior to making a decision. Proposers shall be current on all amounts due to the City prior to the City entering into any contract agreement.

Proposals must be submitted in accordance with the following instructions to bidders. Please mark sealed envelopes plainly: "**2025-014 Pavement Condition Assessment RFP**"

Bidders must register via email with the subject line "**2025-014 Pavement Condition Assessment RFP**" to be included on the Bidder's list and be notified of any addenda. Questions regarding this Request for Proposals should be directed to Kris Bennett, City Engineer, kbennett@auburnmaine.gov by **4:00pm on November 7, 2024**. Questions will be answered in the form of an addendum.

Please submit your proposal in a sealed envelope to the City of Auburn **by 2:00 p.m. on Thursday November 14, 2024**. Please include an electronic copy of your proposal in the sealed envelope. Proposals must be received by **Amanda Denning, Purchasing Analyst, 60 Court Street, Auburn, Maine 04210** on or before the date and time appointed. Proposals will be opened at 2:00 PM at Auburn City Hall. The City will not accept late bids.

Sincerely,

A handwritten signature in black ink that reads "Amanda Denning".

Amanda Denning
Purchasing Analyst

SCOPE OF WORK

The successful firm will conduct pavement condition ratings, configure a cloud-based software management program and upload assessment data and submit results to the City as digital deliverables. The City manages approximately 600 single lane miles.

GENERAL REQUIREMENTS

The Contractor shall furnish all labor, tools, equipment, materials, and supplies required for the performance of the imaged based assessment as directed by the Project Manager.

- **Project Initiation** – Selected Contractor shall meet with Municipal Staff and review data provided by the City, review software options and integration with GIS software products, review street network layout, evaluation of streets, previous maintenance program and practices, etc. Existing spreadsheets and database of roadway segments will be reviewed.
- **Review Existing GIS Mapping** – Contractor shall work with the Municipal GIS representative and will ensure roadway data can be coordinated with the current GIS system.
- **Network Referencing** – Develop survey routing maps and confirm the linkage of the road segmentation to the Municipal database and GIS for the road miles to be included in this project. Define how the City 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 assure the capability to adjust segmentation after data collection is accommodated.
- **Pavement Condition Data Collection** – utilize an imaged-based data collection platform to automatically collect continuous road surface data. At a minimum, the system should utilize the following image 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** – Auburn requires the creation and formatting of files to be loaded into the existing or proposed GIS database and Asset Essentials Asset Management software.

- All information shall be submitted electronically using one of the following methods:
 - Electronically using the City Template and Asset Essentials software (preferred method) or;
 - On an external hard drive or similar device that shall contain;
 - Sufficient storage to hold a single project with related reports on one hard drive.
 - A single, project database for all inspections with report information and associated files (media and others) in the required systematic storage filing format.
- Data must be delivered with PCI scoring attached to each Street Segment with the asset Unique Identifier provided by Auburn, in the following formats:
 - File Geodatabase format is the preferred deliverable format or format preapproved by Auburn Data Team (ADT).
- Any discrepancies with data standards must be communicated and approved by ADT
- GIS Updates must be communicated to the ADT prior to delivery. The ADT will provide mapping or Road Centerline Updates.

REPORT REQUIREMENTS AND FINAL PRODUCT

- **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 shall be provided as a GIS layer.
- **Pavement Repair Analysis** – The technology shall be capable to address current and long-term pavement management goals so that the City and the Auburn Data Team can confirm the optimal pavement management strategy based on the PCI value ranges, specific distress types and severity level. The Contractor will work with the City to customize the software for the specific practice and procedures currently being utilized.
- **Deliverables** – digital file with raw data.
- **ESRI Geodatabase which includes (at a minimum)**
 - Use City’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

- Geographic coordinates retained as NAD1983 State Plane Maine West FIPS 1802 Feet

PROPOSAL REQUIREMENTS AND SELECTION CRITERIA

- Proposals shall include at a minimum the following items:
 - Company qualifications and history, including location of office from which this project will be staged.
 - Sample of a digital recording from a project similar in nature.
 - Names of persons constituting the project team. The project team's qualifications and experience with projects of a similar size and scope.
 - Names and qualifications of any subcontractors who may be involved with the work.
 - Documentation of the company's ability to provide data in a format compatible with the City's Template and Asset Essentials asset management software.
 - Provide a schedule of work based on contract award date of November 21, 2024.
 - Include a schedule of the Contractor's hourly rates for personnel, responsibilities and their capacity, expected to be billed related to the task assignments. The total anticipated cost for the complete assessment shall be included as well as a schedule of other charges (if any) along with the hourly rates.
 - Include price for additional tasks including sign inventory and sidewalk conditions.
- Selection Criteria
 - Scoring will be based on a 100-point scale and will measure the degree to which each proposal satisfies the following criteria:
 - Company qualifications
 - Project Team qualifications
 - Image compatibility with City's current Auburn Template
 - Schedule
 - Estimated project cost based on the schedule of fees provided

BID PROPOSAL FORM

Due: Thursday November 14, 2024

To: City of Auburn
Amanda Denning
Purchasing Analyst
60 Court Street
Auburn, ME 04210

The undersigned individual/firm/business guarantees this price for thirty days (30) from the proposal due date. The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the City of Auburn, Maine.

By signing this form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Signature _____ Company _____

Name (print) _____ Title _____

Phone Number _____

Address _____

Email Address _____

STATE OF MAINE

_____, SS.

Date: _____

Personally, appeared _____ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Print Name

Commission Expires _____

Addendum Acknowledged:

_____ Date: _____ Initials: _____

_____ Date: _____ Initials: _____