

REQUEST FOR STATEMENTS OF QUALIFICATIONS

PAVEMENT DATA COLLECTION FOR: BEXAR COUNTY PUBLIC WORKS STREET NETWORK

Bexar County Public Works Department invites qualified firms to submit Statements of Qualifications for pavement data collection for Bexar County's Street Network. Professional services include, but are not limited to:

- Pavement Data Collection
- Collection of new assets
- New deterioration curves based on soil conditions
- Recommend maintenance strategies and maintenance plans
- Pavement management and pavement testing

Basis of Payment will be a lump sum fee based upon a negotiated scope of services and level of effort anticipated for the services to be provided.

One (1) electronic copy in PDF format on a flash drive of the Statement of Qualifications (SOQ) and five (5) paper copy must be received no later than **4:00 pm on Friday, August 19, 2022**. SOQs must be addressed as follows:

Tony Vasquez
Division Chief - Operations
Bexar County Public Works Department
1948 Probandt Street
San Antonio, TX 78214

Statement of Qualifications for:

PAVEMENT DATA COLLECTION FOR: BEXAR COUNTY PUBLIC WORKS STREET NETWORK

Bexar County expressly reserves the right to accept or reject any and all statements submitted, is under no legal requirement to execute a resulting contract on the basis of this solicitation, and intends the material provided only as a means of identifying the various consultant alternatives. Bexar County will base its choice on demonstrated competence, qualifications, and evidence of superior conformance with criteria.

This request for Statements of Qualifications does not commit Bexar County to pay any costs incurred prior to execution of a contract. Issuance of this material in no way obligates Bexar County to award a contract or to pay any costs incurred in the preparation of a response. Bexar County specifically reserves the right to vary all provisions set forth at any time prior to execution of a contract where it deems it to be in the best interest of Bexar County.

Any inquiries relating to this Request for Qualifications must be submitted in writing and received no later than **4:00 p.m. on Wednesday, August 10, 2022** and shall be emailed to Tony Vasquez at avasquez@bexar.org.

REQUEST FOR QUALIFICATIONS

1 GENERAL INFORMATION

1.1 PURPOSE: This Request for Qualifications (RFQ) provides firms sufficient information to enable them to prepare and submit a Statement of Qualifications (SOQ) to conduct Pavement Data Collection Services. This project will be supported with **NO** State or Federal funding.

1.2 ISSUING OFFICE: This RFQ is issued by Bexar County Public Works Department on behalf of the Bexar County Commissioners Court. Tony Vasquez, Operations Division Chief, is the contact person for this RFQ.

1.3 PROJECT PROPOSED: The work associated with this RFQ will be for Pavement Data Collection Services for the Bexar County Street Network consisting of approximately 1,450 centerline miles. Bexar County currently utilizes three (3) distress indices, Rutting, Ride and Cracking, to establish the Overall Condition Index (OCI) for each road segment.

1.4 SERVICES REQUIRED: The services required of the selected firm include, but are not limited to:

1.4.1 Conduct a County-wide automated pavement distress survey focusing on existing conditions of pavement and documenting all existing cracking, pavement undulations, and major and/or minor failures through imagery recording for the County's 1,450 centerline mile network. Automated distress data collection shall be performed in accordance with ASTM D6433 Standard Practice for Roads and Parking lots Pavement Condition Index Surveys and per the following:

Pavement Surface Condition Measurements:

The Consultant's data collection van shall meet or exceed the requirements stated in ASTM 1656-06 for Classification of the Automated Pavement Condition Survey Equipment as follows: Longitudinal Profile - L223 and Crack Detection - C3232. The Consultant shall only gather automated data on days when surface conditions are appropriate for adequate images to be captured and proper crack recognition by the software. Visible wetness of the pavement surface due to rain has been identified as a cause of errors with automated visual crack detection systems

Distress data is expected in the ASTM D6433 Distress Rating format for distress, extent, and severity definitions.

The data collection file shall include the driver's name, date, segment id, street name, location, direction, ride measurement, and any comments/notes

Ride Quality Measurements:

The Consultant shall equip each pavement surface condition measurement vehicle with an inertial profiler device meeting ASTM E950 Standard Test Method for Measuring the Longitudinal Profile of Traveled Surfaces with an Accelerometer-Established Inertial Profiling Reference. The system shall meet the Class I specification.

The consultant shall maintain an annual certification from the Texas A&M University Texas Transportation Institute in accordance with the TxDOT Tex-1001-S test method for all pavement types applicable to the agencies network.

The consultant shall maintain an operator's certification for performing ride quality measurements from the Texas A&M University Texas Transportation Institute in accordance with the TxDOT Tex-1001-S test method.

The respondent shall submit with their proposal, and as requested by the County, proof of the device's certification by the last Tex-1001-S certification. The certification must be within the last one-year period.

- 1.4.2** Collect digital images of right of way and pavement at 25-ft maximum intervals. The automated data collection survey vehicle shall be equipped with a camera system for capturing right-of-way imagery to identify and locate assets in the right of way, such as sidewalks, guardrail, signs, pavement markings, etc.
- 1.4.3** An analysis of the existing pavement degradation curves currently used, and how those curves should be revised to reflect actual measured performance by comparing previous studies.
- 1.4.4** An analysis of significant (20% or greater deterioration) changes to the assessed condition of the county road segments and probable causes of those changes.
- 1.4.5.** All database information will be provided via shape file format to the County for incorporation into the County GIS system and Cartegraph. Items to be included in the data base; street name, segment length, date of observation, surface type, roadway classification, distress index scores, cracking, rutting, ride and other information the selected county deems necessary.
- 1.4.6.** The database must be formatted into a proper format for entry into the County's Asset Management System, Cartegraph OMS. The consultant shall upload all data into Cartegraph OMS and update deterioration curves.
- 1.4.7.** Recommended maintenance strategies and a three-year maintenance plan with annual estimate of the cost associated with maintaining the condition of the county road system at or better than the standard of the condition level established during the condition criteria development phase of the project.
- 1.4.8.** Provide additional pavement testing as required. On call testing shall consist of the following:

Falling Weight Deflectometer Testing:

The test system used by the consultant shall meet or exceed the specifications set forth by ASTM D 4694 - 96(2020) Standard Test Method for Deflections with a Falling-Weight-Type Impulse Load Device. Light-load fixed-frequency devices, including the Dynaflect test equipment, are not acceptable substitutes for a Falling-Weight Type Impulse Device.

The consultant shall maintain an annual calibration certificate from the Texas A&M University Texas Transportation Institute (TTI) Falling Weight Deflectometer (FWD) calibration center.

A single-mass falling weight/buffer subassembly system which directly transfers the full energy of the single falling mass to the loading plate through the proper configuration of buffers to achieve a loading time of 25 - 30 msec, for any falling height. This loading system shall be designed so that at least four (4) different configurations of mass may be employed. All four mass configurations shall produce a transient load pulse approximately half-sine wave formed and 25 to 30 msec in duration, with a minimum rise time of 10 to 15 msec for any falling height (for all loads).

The loading system shall be capable of applying impact loads (of 25 - 30 msec duration) at any peak load magnitude in the range of 1,500 lbf to 27,000 lbf (7 kN to 120 kN).

The drop weights shall be constructed so that the falling weight/buffer subassembly may be quickly and conveniently changed between falling masses of 50 kg, 150 kg, 250 kg, and 350 kg. Each of these falling weight/buffer combinations shall be constructed so as to be capable of releasing the weight from a variable height, such that peak load ranges for the four specified masses are producible as follows:

Drop Weight		(Peak) Loading Range			
Mass		@ 25 to 30 msec time of loading			
50	kg (110 lbs)	7 kN -	21 kN	(1500	- 4500 lbf)
150	kg (330 lbs)	16 kN -	52 kN	(3500	- 12000 lbf)
250	kg (550 lbs)	27 kN -	85 kN	(6000	- 19000 lbf)
350	kg (770 lbs)	40 kN -	120 kN	(9000	- 27000 lbf)

Ground Penetrating Radar Testing:

The system used by the consultant shall meet or exceed the specifications set forth by ASTM D 4748, Standard Test Method for Determining the Thickness of Bound Pavement Layers Using Short-Pulse Radar.

Locked Wheel Skid Testing:

The test system used by the consultant shall meet or exceed the specifications set forth by ASTM E 274, Standard Test Method for Skid Resistance of Paved Surfaces Using a Full-Scale Tire. The consultant shall maintain an annual calibration certificate from the Central and Western Field Test Center at the Texas A&M University Texas Transportation Institute (TTI) Proving Grounds Research Facility.

2 STATEMENT OF QUALIFICATIONS (SOQ) SUBMITTAL

- 2.1 SOQ PROJECT FOCUS:** Consultant qualifications will be based upon information provided in adherence to the requirements of Section 3 – INFORMATION REQUIRED FROM SERVICE PROVIDER and scored on the criteria provided in Section 4 – SELECTION CRITERIA. **For the purpose of this RFQ, the proposing firm shall tailor Section 3.4 – PROJECT APPROACH/WORK PLAN to reflect the firm’s approach to performing the specific services required. The consultant shall provide documented examples and references of experience with all required testing and equipment types.**
- 2.2 NUMBER OF COPIES OF THE SOQ NEEDED:** The provider shall provide five (5) copies of the SOQ and one (1) PDF version on a CD or data storage device (e.g., USB flash drive) of the SOQ submittal; no other distribution of the SOQ will be made by the service provider. ***On each copy, the provider shall print or type his/her name and manually sign the SOQ.***
- 2.3 STATEMENT OF QUALIFICATIONS FORMAT:** The originals must be submitted in bound volumes on standard 8 ½” x 11” paper. Tabloid 11”x17” paper will be permitted but will be counted as two (2) pages. The response is limited to fifteen (15) pages, single sided and may include typed text, graphics, charts and photographs. Font type shall be Arial (not Arial Narrow) and the minimum font size is 11 point, other than in diagrams, organizational charts and other such graphics, which may be 8 point font. The minimum margin size is 0.75” for all margins (this does not include headers or footers). The minimum line spacing is single. Front and back covers, tabs and resumes are not included in the fifteen (15) page limit. All other pages, including the 3.2 Letter of Transmittal and 3.7 Certification, will be included in the fifteen (15) page limit. Resumes will be limited to one (1) page and included in the appendix.
- 2.4 OFFICIALS NOT TO BENEFIT:** No County employee, Commissioners Court member or elected official shall be admitted to any share or part of this contract, or to any benefit that may arise therefrom.
- 2.5 REJECTION OF SOQs:** The County reserves the right to reject any and all SOQs received as a result of this Request for Qualifications or to negotiate separately with any source whatsoever in any manner necessary to serve the best interest of the County. The County does not intend to pay for the information solicited or obtained through any response.
- 2.6 INCURRING COSTS:** The County is not liable for any cost incurred by the service provider prior to issuance of a contract.
- 2.7 INQUIRIES:** Questions regarding this RFQ must be submitted in writing to the issuing office or department. Any inquiries relating to this RFQ must be submitted in writing and received no later than **4:00 p.m. on Wednesday, October 10, 2022**. Questions and answers that change or substantially clarify the Request for Qualifications will be affirmed in writing and will be posted to the County’s Website at <https://www.bexar.org/1380/Public-Works-Department> no later than **5:00 p.m. on Friday, August 12, 2022**.

Any necessary request for clarification, delineation, or explanation of a company's SOQ will be made in writing by the Director of Public Works/County Engineer or other designated agent with copies to the Commissioners Court, and the response will follow the same procedure or as otherwise directed by the Court.

2.8 ADDENDA TO THE REQUEST FOR QUALIFICATIONS: In the event it becomes necessary to revise any part of this RFQ, addenda will be posted to the County's Website at <https://www.bexar.org/1380/Public-Works-Department>.

2.9 RESPONSE DATE: To be considered, SOQs must arrive at the issuing office or department no later than **4:00 p.m. on Friday, August 19, 2022**. Service providers mailing SOQs should allow normal mail delivery time to ensure timely receipt of their SOQ.

2.10 TYPE OF CONTRACT: The County uses its own professional services agreement in contracting for professional services. The characteristics of that agreement include:

2.10.1 An indemnification provision holding the County harmless from negligence on the part of the professional, professional's employees, agents or consultants;

2.10.2 A requirement that the service provider comply with all Federal, and State laws and is responsible for obtaining all applicable permits, licenses and reviews relating to the project;

2.10.3 A requirement that the service provider carry and show proof of comprehensive general liability insurance, including contractual liability and worker's compensation as required by law and Bexar County.

2.11 ACCEPTANCE OF RFQ AND SOQ CONTENT: To be considered, service providers must submit a complete response to this Request for Qualifications. The contents of this RFQ and the SOQ of the selected service provider may become contractual obligations if a contract ensues. ***SOQs must be signed by an official authorized to bind the firm(s) to its provisions.*** The service provider will make no other distribution of the SOQs.

2.12 SOQ PREPARATION: Each SOQ should be prepared providing a straightforward, concise description of the respondent's ability to meet the requirements of the RFQ. Emphasis should be on completeness and clarity of content.

2.13 ORAL PRESENTATION: Service providers who submit SOQs may be required to make an oral presentation of their qualifications to the selection committee and/or the Bexar County Commissioners Court. These presentations provide an opportunity for the respondents to clarify their qualifications to ensure thorough mutual understanding. The Issuing Office will schedule these presentations.

2.14 PRIME CONSULTANT RESPONSIBILITIES: The selected service provider will be required to assume responsibility for all services offered in the Statement of Qualifications whether or not the service provider produces them. Further, the County will consider the selected service provider to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

3 INFORMATION REQUIRED FROM SERVICE PROVIDER:

3.1 COVER CITATION The following citation should be on the cover:

Submitted to:

Tony Vasquez
Operations Division Chief
Bexar County Public Works Department
1948 Probandt Street
San Antonio, TX 78214

Statement of Qualifications for:

PAVEMENT DATA COLLECTION FOR:

BEXAR COUNTY PUBLIC WORKS STREET NETWORK

(Date of submittal)

3.2 LETTER OF TRANSMITTAL: The transmittal letter must include:

3.2.1 Brief statement of understanding of the work to be performed and a positive commitment to perform the work in an expedited fashion.

3.2.2 Introduction of the proposed Project Manager for this project.

3.2.3 Name of the contact person or representative for the firm, their title, address and phone number. State whether the contact person is authorized to bind the firm. If not, state who is authorized to sign on behalf of the firm.

3.3 SERVICE PROVIDER INFORMATION: The respondent will provide information about the firm(s) and the personnel to be assigned to this project. Be sure to include:

3.3.1 The name and business address of the firm and principal who would be responsible for the work.

3.3.2 Current resumes of the proposed project manager and key personnel to be committed to the project. Resumes must state where each individual is officed (city and state) from. State what task these individuals were assigned and responsible for on each project represented in the resumes. Resumes will be limited to one (1) page each and included in the appendix.

3.3.3 A list of relevant projects completed within the last eight (8) years or under design by the firm of similar scope to the proposed project with approximate costs and dates completed. State if the firm was either a prime or a sub-consultant. State what task(s) the firm was assigned and responsible for on each project. Provide documented examples and references of experience with all required testing and equipment types. Provide client reference with name, address and phone number.

3.3.4 A list of references complete with names, addresses, and phone numbers. This information should be provided for the project manager, the prime consultant and all sub-consultants.

3.3.5 A statement of the extent to which the organization qualifies as a Small, Minority, & Woman Owned Business Enterprise.

Since April 2001, Commissioners Court has established a Small, Minority and Women Owned Business Enterprise (SMWBE) Program with participation targets of 20% for Minority, and/or Woman-owned Business Enterprises (MWBE) and/or a minimum of 30% for Small Business Enterprises (SBE). Procurement and contracting dollars spent with a MWBE that also is a SBE will be counted in both categories.

Respondent will provide information in a format similar to that that listed below. Additional information may be required after receipt of offers and/or award of contract(s) to support and document the SMWBE certification. Bexar County will accept certification from various agencies, [i.e. local (www.sctrca.org), State of Texas (www.window.state.tx.us), Federal (www.sba.gov or www.va.gov/OSDBU), and the private sector (www.smsdc.org or www.wbea-texas.org)].

CERTIFICATION OF BUSINESS AS SMALL, MINORITY OR WOMAN OWNED ENTERPRISE (SMWBE)

Name	% Contract	SCTRCA Certified (Y/N)	Type of Certification (Check all applicable)									
			SBE	WBE	MBE	HUB	VBE	AABE	DBE	8(a)	SBA	
<i>Prime Consultant</i>												
<i>Sub-Consultant #1</i>												
<i>Sub-Consultant #2</i>												
<i>Sub-Consultant #3</i>												
<i>Sub-Consultant #4</i>												
<i>Sub-Consultant #5</i>												

3.3.6 A statement of the extent to which the individual or organization has a place of business within Bexar County and the percentage work expected to occur at this place of business for this project. If the majority of work for this project will be performed at an office located outside of Bexar County, please provide the location of the office.

3.4 PROJECT APPROACH/WORK PLAN: Identify and outline what the firm proposes to do. Describe your firm's approach to performing the specific services required in this project as noted in Section 1.4 SERVICES REQUIRED. Include a schedule of work to be performed with appropriate milestones. Present a discussion of the Service Provider's understanding of the necessary services and its approach and methodology to providing those Services. The work plan should include at a minimum: itemized tasks, resource requirements, specialized skills needed, special considerations, and possible challenges in completing the project. Provide a thorough understanding of the development of a project of this nature, as well as possible design alternatives and potential cost savings specific to this project. Annual maintenance funding deadlines are critical, so time is of the essence in the development of this project. You should also identify the extent to which Bexar County staff will be involved in the project.

3.5 QUALITY CONTROL/QUALITY ASSURANCE: Provide a description of the quality control and quality assurance procedures and other technical activities specific to the project that will be implemented to demonstrate the results of the work performed will fully and accurately satisfy Section 1.4 SERVICES REQUIRED.

3.6 MANAGEMENT PLAN: Describe in both narrative and graphic form how the firm proposes to manage the project. Provide general information on the organization and management processes of the firms involved in the project, as well as a more specific outline of the structure of the proposed project team (sole proprietor, partnership, corporation, joint venture, etc.). This section should answer such questions as: Who will have overall responsibility? What will the lines of authority be? Discuss how the coordination and exchange of information will be assured between the County, consultant and other governmental bodies.

In addition to the narrative description, this management plan should include an organization chart of the project team. This section should be summed up with assurances that a joint venture will be well coordinated and that any problems that may arise can be considered and resolved without infringing on the project.

3.7 CERTIFICATION: The respondent is required to include the following *notarized* statement and signature area; failure to provide a notarized seal shall disqualify the firm:

I certify that _____ has carefully reviewed this Request for Qualifications and recognize that this Statement of Qualifications becomes the property of Bexar County and is non-returnable. I further certify that the enclosed information is accurate, and verifiable by Bexar County, and that the below named signatory is fully authorized to bind the firm to the provisions of this Statement of Qualifications.

Signature of Principal

Name of Firm

Date

Signature of Notary

Date

Seal:

4 SELECTION CRITERIA

It is the policy of Commissioners Court to discourage any unsolicited verbal or written communications from competing companies which may pertain or relate directly or indirectly to any SOQ being evaluated by the selection committee or the Commissioners Court which has been submitted in response to this RFQ and which contemplates award of a professional contract, unless provided for in this RFQ.

Negotiations may be undertaken with the service provider whose SOQ best addresses the needs of the proposed project and demonstrates the understanding, ability and experience to perform the work. Award of the contract will be to the responsive service provider whose SOQ is most advantageous to the County.

SOQs will be evaluated on evidence of understanding of the issues and challenges, the objectives to be achieved, and the technical and administrative capabilities in relation to the needs of the project. The following criteria are those that will be applied in the evaluation of the SOQ:

- 4.1 Qualifications (10%)** - The extent to which the firm has personnel with the necessary relevant experience and training to perform the work.
- 4.2 Proposal Quality (10%)** - The extent to which the proposal is free of errors and demonstrates an organized approach to the proposed project.
- 4.3 Professional Competence (15%)** - The extent to which the service provider has demonstrated competence in performing similar work or the extent of former client satisfaction.
- 4.4 SOQ Work Plan (40%)** - The extent to which the firm has developed a work plan that demonstrates a thorough understanding of the scope of the project and will meet the needs of the County.
- 4.5 Innovation (15%)** - Ability to provide new technologies and/or alternate solutions providing Owner with more efficiency and accuracy in prediction models and maintenance plans.
- 4.6 Previous Performance (5%)** - Previous performance with Bexar County and other governmental or institutional clients.
- 4.7 Management Plan (5%)** - An organizational structure and management plan for the project that will be highly responsive to the needs and interests of the County.